

**MINUTES OF A MULTI-LOCATION MEETING OF PONTYPOOL  
COMMUNITY COUNCIL HELD ON WEDNESDAY 25<sup>TH</sup> JANUARY 2023**

**In attendance:**

Councillor: Matt Ford# (in the Chair)

and Councillors: Nick Byrne#, Lynda Clarkson\*, Anne Gunter\*, Jon Horlor\*  
Lizzie Hunt#, Gaynor James#, Jon James# John Killick#,  
Rose Matthews#, Jonathon Martin#, Nick Jones\*, Caroline  
Price\*, Nick Simons\*, Nathan Warren\*

Officers: Lisa McMail (Clerk)#, Jane Wright (Assistant Clerk)#

Also in attendance: Julian Davenne – Torfaen Play service Manager  
Teagan – Torfaen Youth Play Volunteer

\* Attending remotely via Microsoft Teams

# Attending physically in the Council Chamber

*The meeting was recorded for minute taking purposes as agreed by Members.*

Min. no.	Subject and decision	Action
347.	<b><u>Questions from the public</u></b>  There were no questions from the public.	
348.	<b><u>Apologies for absence</u></b>  Apologies for absence were received from Councillors	JW
349.	<b><u>Declarations of Interest</u></b>  Councillors Nick Byrne, Lynda Clarkson, Jon Horlor, Gaynor James, Jon James, Rose Matthews, Caroline Price and Nick Simons declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they were members of TCBC, as well as being members of Pontypool Community Council.	JW
350.	<b><u>Torfaen Playservice</u></b>  The Council welcomed Mr Julian Davenne, Torfaen Playservice	

Manager and Teagan a play service volunteer to the Council meeting to talk on the findings of the recent play sufficiency assessment, and the action plan where it links to the communities of Pontypool and their plans going forward.

Mr Davenne thanked the Council for offering him and Teagan the opportunity to attend the meeting. He stated that Torfaen Play Service is about supporting children and families as a mechanism of early intervention through the medium of play 7 days a week. He stated that he has been in his position for 20 years and loved the job as much as when he first started.

Mr Davenne introduced Teagan a young person who has volunteered as a play leader for the last 3 years. Teagan informed the meeting what she had got out of volunteering for the Play Service informing members that she had learnt from others, developed new skills which would help her going forward in her chosen career path of working with children. Mr Davenne stressed the importance of young people like Teagan volunteering and the valuable contribution they make to the service.

Mr Davenne explained that their work is governed through the councils Play Sufficiently Action Plan which is fed back to Welsh Government on an annual basis. He explained that currently there are five themes of work delivered by the Play Services as follows:

- Inclusive Play
- Play in the Community
- Play in Schools
- Holiday Play Provisions
- Additional Play Support

He gave facts and figures in relation to the above five themes (information attached as an appendix to the minutes).

Torfaen Play Service has worked in partnership with Pontypool Community Council and other Town and Community Councils across Torfaen, Blaenau Gwent and Monmouthshire to deliver safe staffed play scheme provision for children and young people.

Mr Davenne informed the meeting how the play schemes are creating safe environments for children to play within the communities. The module across Torfaen has been recognised by the Welsh Government as a model of good practice and the Service has been contacted by many authorities to give advice and knowledge as to how to use the disability and volunteering module.

Mr Davenne concluded by stating that The Torfaen Play Service

	<p>Team won the COVID response accolade award at the National Play work Awards ceremony in Eastbourne. The team were nominated by Swansea University who had undertaken a study. The team was recognised for the work they did throughout the pandemic, with more than 60 playworkers working daily at community hubs to engage with key worker children and vulnerable pupils which has meant teachers in a number of schools in Pontypool have learnt and carried on with the work that was undertaken in the hubs during lockdown.</p> <p>Mr Davenne extended a big thank you to Pontypool Community Council for their continued support. The Chair on behalf of the Council extended thanks to Mr Davenne and Teagan for their attendance and excellent presentation.</p> <p><b><u>RESOLVED:</u></b> that Mr Davenne and Teagan be thanked for attending the Council meeting.</p>	LM/ JW
351.	<p><b><u>Council Meeting – 14 December 2022 - Minutes</u></b></p> <p><b><u>RESOLVED:</u></b> that the minutes of the Council meeting held on 14 December 2022 be confirmed as a true record and signed by the Chair.</p>	JW
352.	<p><b><u>Policy &amp; Finance Committee – 4 January 2023 – Minutes</u></b></p> <p>The Chair of Policy &amp; Finance referred to minute 322 in relation to movement of reserves stating that a request had been received for funding for musical steps at Pontypool Park (cost approximately £6,000). She asked if this amount could be added to the earmarked reserves in principle subject to the request being approved at Planning &amp; Environment and resolved by February Council with a minute to this effect. This was unanimously agreed.</p> <p>In relation to minute 326 the financial request from Wainfelin &amp; Pentrench to offer Warm Spaces it was unanimously agreed that now the financial information had been received that the full amount requested of £1100 be awarded.</p> <p><b><u>RESOLVED:</u></b>  (i) that the minutes of the Policy &amp; Finance Committee held on 4 January 2023 be confirmed as a correct record and the recommendations of the meeting be approved subject to £6,000 being added to the earmarked reserves as outlined above.  (ii) that a financial donation of £1100.00 be awarded to the Wainfelin and Tranch Community Hall for warm spaces.</p>	LM/CC

353.	<p><b><u>Events Committee – 11 January 2023 – Minutes</u></b></p> <p><b><u>RESOLVED:</u></b> that the minutes of the Events Committee held on 11 January 2023 be confirmed as a correct record and the recommendations of the meeting be approved.</p>	JW/RC
354.	<p><b><u>Planning &amp; Environment Committee – 11 January 2023 – Minutes</u></b></p> <p><b><u>RESOLVED:</u></b> that the minutes of the Planning &amp; Environment Committee held on 11 January 2023 be confirmed as a correct record and the recommendations of the meeting be approved.</p>	JW/RC
355.	<p><b><u>Myfanwy Poetry Trail</u></b></p> <p>The Council received the minutes of the Myfanwy Poetry Trail held on the following dates:</p> <p>(a) Thursday 17 November 2022 (b) Tuesday 13 December 2022</p> <p><b><u>RESOLVED:</u></b> that the minutes be received and noted.</p>	
356.	<p><b><u>Budget and Precept 2023/24</u></b></p> <p>The Chair informed members that the budget had been well discussed at previous meetings and asked members if they were happy to approve the budget for 2023/24. Unanimously agreed.</p> <p><b><u>RESOLVED:</u></b> that the Council approve a budget and precept of £715,824 for 2023/24 (this equates to a 0% increase in Council Tax at Band D, with a Band D equivalent charge of £54.33 per household) and Torfaen County Borough Council be informed to this effect.</p>	LM
357.	<p><b><u>Biodiversity &amp; Environment 3-year plan</u></b></p> <p>The Council received and approved the Biodiversity and Resilience of Ecosystems Action Plan 2023 along with costings. The Chair and members thanked Councillor Nathan Warren for his phenomenal work in producing this Plan. Cllr NW thanked members for their contribution and gave a special thank you to Mrs AA, Events Officer who had been extremely supportive.</p>	

	<p><b><u>RESOLVED:</u></b> that the Biodiversity and Resilience of Ecosystems 3 year Plan with costings be approved and that Cllr NW be thanked for his outstanding work.</p>	
358.	<p><b><u>Garndiffaith &amp; Varteg Vacancy</u></b></p> <p>The Clerk informed Council that in relation to the Garndiffaith &amp; Varteg vacancy Caroline Genever-Jones, Elections Manager at Torfaen had informed her that they had not received 10 signatures requesting an election therefore the Council was free to co-opt.</p> <p>It was agreed that a co-option advert for the Garndiffaith &amp; Varteg Vacancy be advertised until the 20<sup>th</sup> February 2023.</p> <p><b><u>RESOLVED:</u></b> that a co-option advert for the Garndiffaith &amp; Varteg vacancy be displayed as outlined above with the closing date being 20<sup>th</sup> February 2023.</p>	LM
359.	<p><b><u>Co-option for New Inn Upper</u></b></p> <p>The Clerk informed members that two letters of Expression of Interest had been received; one from a Mrs S. Malson and one from a Mr C Scriven. It was agreed by a vote of 13:2 that Mrs S. Malson be co-opted on to the Council for the New Inn Upper ward.</p> <p><b><u>RESOLVED:</u></b> that Mrs S. Malson be co-opted on to the Council for the New Inn Upper ward.</p>	LM
360.	<p><b><u>Planning Applications</u></b></p> <p>Members received and considered details of planning applications submitted to TCBC, on which the Community Council was being consulted. No observations were raised on any of the applications.</p> <p><b><u>RESOLVED:</u></b> that the observations (or absence of observations, as the case may be) outlined in appendix B attached to these minutes be submitted to Torfaen County Borough Council.</p>	CP
361.	<p><b><u>Outside Representative(s)</u></b></p> <p>The Council was asked to nominate a representative to sit on the Torfaen Community Enterprise Association and Transport. The Clerk informed members that the previous member who sat on this organisation and stood down in May 2022 had indicated they no longer wanted to attend. It was clarified that the organisation</p>	

	<p>meets once a year, the last meeting being via Teams. Councillor Rose Matthews said she would be happy to represent the Council on this organisation until the Annual meeting in May. Unanimously agreed.</p> <p><b><u>RESOLVED:</u></b> that Councillor Rose Matthews be the Council's nominated representative to sit on the Torfaen Community Enterprise Association and Transport.</p>	LM/JW
362.	<p><b><u>Armed Forces Covenant</u></b></p> <p><b><u>RESOLVED:</u></b> to note that the Armed Forces Covenant was signed by Councillor Gaynor James on 25 October (copy of Covenant distributed).</p>	LM
363.	<p><b><u>Community Engagement Survey Winter 2022/23</u></b></p> <p>The Chair of Policy &amp; Finance informed the meeting that the Engagement Survey Winter 2022/23 is still open, and she had e-mailed everyone again with the link asking to share with as many people as possible. A small amount of people had responded and she was pleased with how the Youth Council had engaged with the survey and responded.</p> <p><b><u>RESOLVED:</u></b> that the information in relation to the Community Engagement Survey Winter 2022/23 be noted.</p>	LM
364.	<p><b><u>Annual (Well-Being) Report 2021/22</u></b></p> <p>Members were asked to approve the Council's Annual Report for 2021/22. The Chair stated that there had been a considerable delay in this being presented to Council so wanted to thank the Clerk and Assistant Clerk for all their hard work in compiling the report, which was echoed by members. The Clerk stated that the 2022/23 report was in progress so it would be presented to June Council.</p> <p>The Vice-Chair of Policy &amp; Finance referred to page 8 a resilient Pontypool. It was agreed that subject to the amendment in relation to the public toilets in Pontypool that the Annual Report for 2021/2022 be approved.</p> <p><b><u>RESOLVED:</u></b> that the Annual (Well-Being) Report for 2021/22 be approved subject to the amendment being made as outlined.</p>	LM/JW
365.	<p><b><u>EXCLUSION OF PRESS AND PUBLIC</u></b>  <b><u>By virtue of The Public Bodies (Admission to Meetings) Act</u></b></p>	

	<p><b>1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</b></p>	
366.	<p><b><u>Youth Project</u></b></p> <p>The Council received:</p> <ul style="list-style-type: none"> <li>(a) Pontypool Youth Project Business Plan and Articles of Association</li> <li>(b) Minutes of the following Youth Project meetings: <ul style="list-style-type: none"> <li>3<sup>rd</sup> October 2022</li> <li>7<sup>th</sup> November 2022</li> </ul> </li> </ul> <p>It was agreed that in future only minutes of the Youth Project meetings be presented to Council and the Business Plan once it is fully formulated and finalised.</p> <p><b><u>RESOLVED:</u></b> that the minutes be received and the information as outlined noted.</p>	LM
367.	<p><b><u>Establishment Committee - 4 January 2023 - confidential minutes</u></b></p> <p><b><u>RESOLVED:</u></b> that the minutes of the Establishment Committee held on 4 January 2023 be confirmed as a correct record and the recommendations of the meeting be approved.</p>	LM

Signed by Chair .....

