

**MINUTES OF A MULTI-LOCATION MEETING OF PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 22nd FEBRUARY 2023**

In attendance:

Councillor: Matt Ford (in the Chair)

and Councillors: Lynda Clarkson*, Anne Gunter*, Gaynor James#, Jon James#, Nick Jones*, John Killick*, Sue Malson#, Rose Matthews#, Richard Overton#, Caroline Price*, Bob Rogers*, Jools Rogers*, Nathan Warren#.

Officers: Mrs Lisa McMail Clerk#, Mrs Annette Ambrosen Projects & Events Officer#

Also in attendance: Ms Caroline Genever Jones, Elections and Business Manager at Torfaen County Borough Council *

* 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
394.	<u>Questions from the public</u> There were no questions from the public.	
395.	<u>Apologies for absence</u> Apologies received from the following Councillors: Nick Byrne, Elizabeth Hunt, Johnathan Martin and Nick Simons	JW
396.	<u>Declarations of Interest</u> Councillors Lynda Clarkson, Gaynor James, Jon James, Rose Matthews, Caroline Price and Sue Malson 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

397.	<p><u>Engagement with Torfaen County Borough Council</u></p> <p>The Committee welcomed Ms Caroline Genever Jones (CGJ), Elections and Business Manger to talk on Community Review and feedback on the Task and Finish group. (See Appendix as attached to the minutes).</p> <p><u>RESOLVED:</u> that Ms CGJ be thanked for attending the Council meeting.</p>	
398.	<p><u>Council Meeting – 25 January 2023 – Minutes</u></p> <p><u>RESOLVED:</u> that the minutes of the Council meeting held on 25 January 2023 be confirmed as a true record and signed by the Chair.</p>	LM
399.	<p><u>Policy & Finance Committee – 1 February 2023 – Minutes</u></p> <p>A member enquired about item 375 – Speed sign for New Inn The member stated that he thought the sign and installation had already been paid for from the last New Inn TCBC member. The TCBC Member for New Inn stated that this was being investigated and he would update the member once clarified.</p> <p><u>RESOLVED:</u> that the minutes of the Policy and Finance meeting held on 1 February 2023 be confirmed as a true record and signed by the Chair.</p>	LM
400.	<p><u>Planning & Environment Committee – 8 February 2023 – Minutes</u></p> <p>A member enquired if the litter hubs had been advertised on social media. The Leader explained that it had been advertised on social media and on the Council’s website.</p> <p><u>RESOLVED:</u> that the minutes of the Planning and Environment meeting held on 8 February 2023 be confirmed as a true record and signed by the Chair.</p>	LM
401.	<p><u>Completion of External Audit for 2021/22</u></p> <p>Members received notice that the External Audit to 31st March 2022 had been received. The Chair thanked the Clerk and Finance Manager for all their hard work on the Audit.</p> <p><u>RESOLVED:</u> (i) that the completion of External Audit to 31st March 2022 be noted. (ii) that the Clerk and Finance Manger be thanked for all their</p>	LM/CC

	hard work.	
402.	<p><u>Co-option</u></p> <p>Members received an update from Clerk in relation to co-option for the Garndiffaith & Varteg ward vacancy.</p> <p><u>RESOLVED:</u> that the item be deferred until March Council.</p>	LM
403.	<p><u>Council Logo</u></p> <p>Members received a report from the Clerk on the Council Logo The Clerk explained a local company Go Local had produced the logos and these had been discussed with Youth Council for feedback. It was approved that option 1 be adopted to use by the Council. It was recommended that the Clerk enquire that the Council own the rights to the logo.</p> <p><u>RESOLVED:</u> (i) that option 1 be adopted by the Council. (ii) that the Clerk enquire that the Council will own the rights to the logo.</p>	LM
404.	<p><u>Governor Representation on Penygarn Primary School</u></p> <p>Members received an email from Governor Support regarding representation on Penygarn Primary School. No representation was put forward at the meeting.</p> <p><u>RESOLVED:</u> that the governor representation at Penygarn Primary school remain open.</p>	LM
405.	<p><u>Absence Policy</u></p> <p>Members agreed to adopt the Absence Policy.</p> <p><u>RESOLVED:</u> that the Absence Policy be adopted.</p>	LM
406.	<p><u>Exclusion of Press and Public</u> By virtue of The Public Bodies (Admission to Meetings) Act 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.</p>	
407.	<p><u>Staff related items</u></p> <p>i) Projects & Events Manager it was agreed that Mrs RC be appointed as the permanent</p>	LM/RC

	<p>Projects and Events Manager due to the excellent work she has done in the position.</p> <p>ii) Projects & Events Officer it was agreed that the advert for the role of Projects and Events Officer be advertised straight away.</p> <p>iii) Community Development role A discussion took place and it was agreed that the following addition be placed on the roles Job Description personal specifications prior to being advertised:</p> <ul style="list-style-type: none"> • Have knowledge and experience of signposting and supporting management committees and trustees with governance issues. • Welsh speaking desirable <p>RESOLVED: that the Council approve the action/appointments in relation to the staff related items.</p> <p>Signed by Chair _____</p>	<p>LM/RC</p> <p>LM</p>
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