

**MINUTES OF THE ANNUAL MEETING HELD IN THE
COUNCIL CHAMBER AT PONTYPOOL
COMMUNITY COUNCIL
9th May 2018**

In attendance:

Councillors in attendance: Mrs E. Chilcott JP, Miss L. Clarkson, M. Ford, Mrs E. Hunt, Mrs G. James, N. Jones, J. Killick, Mrs. R Matthews, R. Mills, R.F.Overton, Mrs N. Parrish, B. Rapier

Officers: Mrs R. Tucker, Mrs A. Ambrosen

1 **Apologies:**

Councillor N. Byrne, Mrs J. Jones, N. Simons

2 **Declarations of Interest**

Cllrs Mrs James, N. Jones, R Mills, R. Overton and Mrs N. Parrish declared personal interests on any matters relating to Torfaen County Borough Council.

3 **Election of Chairman**

It was proposed, seconded and carried unanimously that Councillor M. Ford be appointed as Chairman of Pontypool Community Council for 2018/2019.

The Chair thanked the previous Chair, other Councillors and his partner for supporting him. As the first Councillor to hold the position twice, he hoped that he would show that he was worthy of the honour.

Councillor Ford informed the Council that his chosen charities in his year of office would be Friends of Crownbridge School and Trac 2.

RESOLVED: (i) that Councillor Ford be appointed as Chairman of Pontypool Community Council for the year 2018/2019.
(ii) that the Chair's chosen charities be Friends of Crownbridge School and Trac 2.

**To be
actioned
by:**

4 **Election of Vice-Chairman**

It was proposed, seconded and carried unanimously that Councillor Mrs Rose Matthews be appointed as Vice-Chair of Pontypool Community for 2018/2019.

RESOLVED: that Councillor Mrs Rose Matthews be appointed the Vice-Chairman of Pontypool Community Council for the year 2018/2019.

5 **Leader and Deputy Leader**

It was confirmed that Councillor Mrs Gaynor James be the Leader of Pontypool Community Council and Councillor John Killick the Deputy Leader.

RESOLVED: that Councillors Mrs Gaynor James and John Killick be confirmed as the Leader and Deputy Leader of Pontypool Community Council respectively.

6 **Committee Structure**

The Leader read out the members of Committees and Sub Committees which were proposed and seconded.

Policy & Finance Committee

*Councillors: **Mrs N. Parrish, J. Killick**, S. Harris, Mrs E. Hunt, A. Lang, R. Overton, B. Rapier, B. M. Taylor JP, Mrs J. Taylor, one vacancy.
Chairman and Leader ex officio.*

Planning & Environment Committee

*Councillors: **Mrs G. James, Miss L. Clarkson**, N. Byrne Mrs E. Chilcott JP, K. James, Mrs J.E. Jones, J. Killick, Mrs R. Matthews, B. Rapier and N. Simons.
Chairman and Leader ex officio.*

Establishment Sub-Committee

*Councillors: **J. Killick, Mrs N. Parrish** , N. Byrne, Mrs E. Chilcott JP, Miss L. Clarkson, Mrs R. Matthews and R. Mills.
Chairman and Leader ex officio*

Events Committee

*Councillors: **N. Byrne, Mrs E. Chilcott JP**, S. Harris, Mrs E. Hunt, Mrs J. E. Jones, N. Jones, Mrs R. Matthews, R. Mills, Mrs N. P. Parrish and N. Simons.
Chairman and Leader ex officio*

Countryside and Environment

*Councillors: Mrs R. Matthews, Miss L. Clarkson, S. Harris, J. Killick, R. Overton and N. Simons.
Chairman and Leader ex officio.*

Disciplinary Panel

Councillors: N. Jones, B. Rapier and N. Simons.

Appeals Panel:

Councillors: Mrs E. Hunt, D. K. James, and B. M. Taylor JP.

RESOLVED: (i) that the above members would serve on the said committees/Sub-Committees.

7 **Chairs and Vice Chairs**

RESOLVED: that the Chairs and Vice Chairs of the Council's Statutory Committees be as follows:-

Policy and Finance Committee:

*Chairman: Councillor Mrs N. Parrish
Vice Chairman: Councillor J. Killick*

Planning and Environment Committee:

*Chairman: Councillor Mrs G. James
Vice Chairman: Councillor Miss L. Clarkson*

Establishment Committee

*Chairman: Councillor J. Killick
Vice Chairman: Councillor N. Parrish*

Events Committee:

*Chairman: Councillor N. Byrne
Vice Chairman: Councillor Mrs E. Chilcott JP*

Countryside and Environment:

*Chairman: Councillor Mrs R. Matthews
Vice Chairman: Councillor Miss L. Clarkson*

8 **Dates of Meetings 2018-2019**

The dates of meetings for 2018 – 2019 were approved with an amendment to 2019 Annual Meeting changed to 1st May 2019.

RESOLVED: that the dates of meetings for 2018/2019 be confirmed

9 **Representation on Outside Bodies and internal positions**

Art Regen (1) - New Member

Trevethin Activity Barn (2) - Mrs J. E. Jones

Gwent Valleys/One Voice Wales (2) - Leader, Chair and Deputy Leader (Reserve)

General Data Protection Regulations - Deputy Leader and Mrs E. Hunt

Wellbeing of Future Generations - Leader, Chair and N. Byrne

Health and Safety Reps (3) - Leader, Chair and Deputy Leader

Local Council Partnership (LCP)/Torfaen County Association of Local Councils (TCALC) (2) - Leader, Chair and Deputy Leader (Reserve)

Mic Morris Memorial Trust (1) – Chair

Pontypool Party in the Park Committee (4) – Mrs E. Chilcott JP, N. Byrne, and Mrs N. P. Parrish

Pontypool Park Friends Group (1) - J Killick

Pontypool Regeneration Partnership Group (6) – N. Byrne, M. Ford, J. Killick, Mrs N. P. Parrish, N. Simons, N. Byrne, B. M. Taylor JP

Pontypool Twinning Association (1) - Chairman is ex-officio) Chair

Public Service Board (1) - not appointed

South Sebastopol Environmental Steering Group (1) - Mrs N. P. Parrish and B. Rapier (Reserve)

Torfaen Local Access Forum (1) - Miss L. Clarkson

**Torfaen Community Enterprises Association and
Torfaen Community Transport** (1) - Mrs N. P. Parrish

Torfaen Environmental Association (1) - Miss L.
Clarkson

Torfaen Museum Trust (1) - B. M. Taylor JP

Torfaen Opportunity Group (TOGS) (1) - Chair

Torfaen Play Sufficiency Action Planning Group (1) - J.
Killick

RESOLVED: that the information be noted.

10 **PRESS OFFICER**

The Council was asked to nominate a member to serve as the Press Officer with whom the Clerk could liaise with regard to the issue of press statements on behalf of the Council. It was proposed and unanimously agreed that Councillor M. Ford (Chair) be Pontypool Community Council's nominated Press Officer.

RESOLVED: that Councillor M. Ford (Chair) be Pontypool Community Council's nominated Press Officer.

11 **Cheque Signatories**

RESOLVED: that the following Members be authorised to sign cheques on behalf of the Council.

Cllrs N. Byrne, Mrs G. James, Mrs N. Parrish
and B. Taylor JP

12 **Official Signatories**

RESOLVED: that the following Members be authorised to sign official documents on behalf of the Council:

Chairman: Councillor M. Ford
Vice Chairman: Councillor Mrs R. Matthews
Leader: Councillor Mrs G. E. James

13 **Standing Orders**

The Council was asked to review and approve Standing Orders. Members approved the revised report on standing orders.

RESOLVED: that the Council's revised Standing Orders be approved.

14 **Power of Well Being s.126 Local Government (Wales) Measure 2011/S.137 Local Government Act 1972**

The Council agreed to resolve to make payments under the Power of Well Being (Local Government Act 2000) and s.137 Local Government Act 1972 in accordance with the guidance issued from the Welsh Government following the Local Government Measure 2011.

RESOLVED: that Pontypool Community Council makes payments under the Power of Well Being (Local Government Act 2000) and s137 Local Gov Act 1972 as outlined.

15 **Chairman's Allowance**

The Council was asked to authorise the payment of the Chairman's and Vice-Chairman's Allowance in accordance with Determination 48 of the Independent Remuneration Panel's report for 2016-2017. It was proposed, seconded and unanimously agreed that a payment of £1,500.00 be awarded to the Chairman and a payment of £500.00 be awarded to the Vice-Chairman

RESOLVED: that the Chairman and Vice-Chairman's payments of £1,500.00 and £500.00 respectively be paid in accordance with Determination 48 of the Independent Remuneration Panel's report for 2018-2019.

16 **Payments of Special Allowances**

The Council was asked to determine which members should receive the allowance of £500 for specific responsibilities (minimum of 1 and maximum of 5) as per Determination 46 of the Independent Remuneration Panel for Wales's report of 2018. The Council decided upon the following 3 members to receive the allowance: Chair,

Leader and Deputy Leader.

RESOLVED: that the following 3 positions be awarded the allowance of £500 for specific responsibilities as per Determination 46 of the Independent Remuneration Panel for Wales's report of 2018: Chair, Leader and Deputy Leader.

Chair of Council