

MINUTES OF THE ANNUAL MEETING HELD IN THE
COUNCIL CHAMBER AT PONTYPOOL
COMMUNITY COUNCIL
8th May 2019

In attendance:

Councillor: Mrs R. Matthews (In the Chair)

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

Officers: Mrs R. Tucker, Ms J. Wright

**To be
actioned
by:**

1 **Apologies:**

Councillors G. Davies, D. K. James, Mrs J. E. Jones, B. M. Taylor JP and Mrs J. Taylor.

2 **Declarations of Interest**

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

3 **Election of Chairman**

Before the election of the new Chair, the Clerk informed the meeting that she wanted to thank all the Councillors for their support over the last year which was extremely appreciated. The Leader stated that it was good to see the Clerk back in work, which was reiterated by members.

It was proposed, seconded and carried unanimously that Councillor Mrs R. Matthews be appointed as Chairman of Pontypool Community Council for 2019/2020.

The outgoing Chair informed the meeting that it had been a privilege serving as Chair for the last year and sincerely thanked Councillor Matthews for all the events she had attended on his behalf due to the arrival of his new baby which had made some events difficult to attend.

He stated that it was the best year he can remember as being a Councillor at Pontypool Community Council as although there had been some good and fierce debates throughout the last year there had been effective cross party working. He personally thanked Councillor Mrs. James on her first year as Leader stating that she had done a remarkable job and secondly thanked the Deputy Leader for the amount of work he had undertaken in his first year in this position as well as the knowledge he had brought to the Council. He then handed the Chain of Office over to the new Chair.

The Chair thanked the previous Chair and the Leadership for all the encouragement they had given her over the last year as Vice-Chair of Council and said that it was a fantastic honour to be nominated as Chair of Council, and if she did as fractionally well as her predecessor then she would have a lot to live up to. The Chair thanked her fellow Councillors and staff for all the support shown to her since becoming a member of Pontypool Community Council and would be proud to carry out the duty of Chairman to the best of her ability throughout the forthcoming year.

The Chair informed members that her chosen charity for the forthcoming year would be Parkinsons UK, Torfaen Support Pontypool Group.

RESOLVED: (i) that Councillor Mrs R. Matthews be appointed as Chairman of Pontypool Community Council for the year 2019/2020
(ii) that the Chair's chosen charity be Parkinsons UK, the Torfaen Support Pontypool Group.

JW

4 **Election of Vice-Chairman**

It was proposed, seconded and carried unanimously that Councillor Ms. Arthur be appointed as Vice-Chair of Pontypool Community for 2019/2020. Councillor Ms Arthur thanked the Council for nominating her as Vice-Chairman and said she would do her utmost to support the Chair.

The Vice-Chairman then signed the declaration of Office.

RESOLVED: that Councillor Mrs K. Arthur be appointed the Vice-Chairman of Pontypool Community Council for the year 2019/2020.

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, Mrs K. Arthur, Miss L. Clarkson, G. Davies, M. Ford, Mrs E. Hunt, A. Lang, R. Overton and B. Taylor JP
Chairman and Leader ex officio.*

Planning & Environment Committee

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

Events Committee

*Councillors: Mrs E. Chilcott JP, M. Ford, Mrs K. Arthur, N. Byrne, Mrs E. Hunt, Mrs J. E. Jones, N. Jones, R. Mills, Mrs N. P. Parrish and N. Simons.
Chairman and Leader ex officio*

Establishment Sub-Committee

*Councillors: J. Killick, Mrs N. Parrish , Mrs E. Chilcott JP, Miss L. Clarkson, M. Ford, Mrs K. Arthur, R. Mills
Chairman and Leader ex officio*

Disciplinary Panel

Councillors: G. Davies, N. Jones and N. Simons.

Appeals Panel:

Councillors: Mrs E. Hunt, D. K. James, and B. Rapier

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

JW

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. P. 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 Mrs N. P. Parrish

Events Committee:

Chairman: Councillor Mrs E. Chilcott JP

Vice Chairman: Councillor M. Ford

8 **Dates of Meetings 2019-2020**

The dates of meetings for 2019–2020 as per the attached schedule were approved.

RESOLVED: that the dates of meetings for 2019/2020 be confirmed

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

Art Regen (1) – Mrs R. Matthews

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

Gwent Valleys/One Voice Wales (2) - Leader, Deputy Leader. Reserve: Chair of Council

General Data Protection Regulations – J. Killick, Mrs E. Hunt

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

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

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

Mic Morris Memorial Trust (1) – Chair of Council

Pontypool Park Friends Group (1) - J Killick

Pontypool Regeneration Partnership Group (6) – Mrs E. Chilcott JP, Miss L. Clarkson, J. Killick, Mrs R. Matthews, Mrs N. P. Parrish, N. Simons

Pontypool Twinning Association (1) – Chair of Council

Public Service Board (1) – Appointed by TCALC

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) – Open to Council

Torfaen Opportunity Group (TOGS) (1) – Chair of Council

Torfaen Play Sufficiency Action Planning Group (1) - J. Killick, Reserve: Mrs E. Hunt (Reserve)

RESOLVED: that the nominations be confirmed and the appropriate organisations informed.

CP

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 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 Mrs G. E. James, J. Killick and Mrs N. P. Parrish

12 **Official Signatories**

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

Chairman:	Councillor Mrs R. Matthews
Vice Chairman:	Councillor Mrs K. Arthur
Leader:	Councillor Mrs G. E. James

CC

13 **Standing Orders**

The Council was asked to review and approve Standing Orders. Members approved the revised report on standing orders. The Clerk informed members that she is presently in the process of reviewing the whole constitution however the Council needed to have site of the standing orders before the Accountant submits the Annual Return.

RESOLVED: that the Council's revised Standing Orders be approved and that the information from the Clerk be noted.

RT

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.

CC

15 **ALLOWANCES**

The Council was asked to authorise payments to members in accordance with the Independent Remuneration Panel for Wales determinations for 2019 as attached to the agenda.

RESOLVED: that the payments to members as declared by the Independent Remuneration Panel of Wales be approved.

HB/
CC

Chair of Council