

MINUTES OF FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER
PONTYPOOL COMMUNITY COUNCIL OFFICES
WEDNESDAY 23rd OCTOBER 2019

In attendance:

Councillor: M. Ford (In the Chair)

Councillors in attendance: Ms K. Arthur, N. Byrne, Mrs E. Chilcott JP, Miss L. Clarkson, G. Davies, M. Ford, Mrs E. Hunt, Mrs G. E. James, N. Jones, J. Killick, A. Lang, R. Mills and N. Simons

Officers: Mrs R. Tucker, Ms J. Wright

182. **Questions from the Public**

There were no questions from the Public.

183. **Apologies**

Apologies were received and accepted from Councillors Mrs R. Matthews, R. Overton, Mrs N. P. Parrish, B. Taylor JP and Mrs J. Taylor.

RESOLVED: that the apologies be noted.

184. **Declarations of Interest**

Councillors G. Davies, Mrs G. James, R. Mills and N. Jones declared an interest on any item on the agenda relating to Torfaen County Borough Council.

RESOLVED: that the declarations of interest be recorded.

JW

185. **Torfaen Summer Play Schemes**

The Chair welcomed Mr Julian Davenne, Play Service Manager, Torfaen Play and Short Breaks Service and Georgina a Torfaen play schemes volunteer. (Report attached as an appendix to the minutes.

RESOLVED: that Mr Davenne and Georgina be thanked for giving a presentation on the Torfaen summer play schemes.

JW

[Councillor A. Lang gave his apologies and left the meeting at this point due to another obligation]

186. **Chairman's Announcements**

The Chair asked for an extra event to be added that had occurred that day and was pleased to inform the Committee that the application that Pontypool Community Council had put forward in respect of the most amazing tree in Wales had won the Welsh tree of the year award.

26th September 2019

30th Anniversary of Excellency at Age Connects, Widdershins

Attended by Chair of Council

10th October 2019

Cwmbran Community Council Senior Schools Choral Festival at the Congress Theatre.

Attended by Chair of Council

23rd October 2019

Amazing Tree Presentation at Cardiff

Attended by Chair and Vice-Chair of Planning & Environment and the Clerk

RESOLVED: that the Councillors be thanked for attending the event(s) on behalf of the Council and the Council note that the amazing tree that Pontypool Community Council had nominated had won welsh tree of the year award.

JW

187. **Council meeting**

The Council received the minutes of the Council meeting held on the 25th September 2019.

In respect of minute 158 the Deputy Leader referred to the three meetings that had taken place at Blaenavon Workmen's Hall, New Panteg RFC and Mount Pleasant in respect of the Community Halls mapping exercise. He stated although they were not that well attended they

were very useful in respect of the fact that those who had attended had come with an agenda so they had a lot of points to compile to go forward to the next meeting which would be held at the Comrades Club in Pontypool.

RECOMMENDED: (i) that the minutes of the Full Council Meeting held on the 25th September be confirmed as a true record.
(ii) that the information regarding the mapping exercise be noted

Cllr JK

188. **Policy & Finance**

Members received the minutes of the Policy & Finance meeting held on the 2nd October 2019. The Clerk made reference to Local Voluntary Funding stating that there would be an item on the next Policy & Finance agenda with a list of LVF unrepresented cheques. The Chair of Events informed the meeting that she had brought this issue up twice at previous Policy & Finance meetings that the Finance Officer/Accountant should be monitoring cheques more regularly so that ward member(s) could be notified if a cheque had not been presented within a certain time period. The Clerk stated that the new Accountant would be presenting a report to the next Policy and Finance meeting on unrepresented cheques. The Chair of Events further added that it was agreed in two finance meetings which had been subsequently approved by Council that if BACS was introduced then it would be the responsibility of the staff to compile all the financial information.

Councillor Jones made reference to minute 169, the budget day scheduled to take place on Wednesday 4th December and asked if official notification would be sent to all members of this date. The Clerk confirmed this would be the case. He further enquired whether there would be enough items for a meeting in December as there was a Full Council meeting scheduled for Wednesday 27th November and another Council meeting scheduled for Wednesday 11th December. It was unanimously agreed that the Council decide at November's Council meeting whether there needed to be a Council meeting in December.

RECOMMENDED: that the minutes of the Policy & Finance meeting be approved as a true record and a decision on whether to

JW

hold a Council meeting in December be taken at the November Council meeting.

189. **Planning & Environment**

The Council received the minutes of the Planning & Environment meeting held on the 10th October 2019.

RECOMMENDED that the minutes of the Planning & Environment meeting held on the 10th October 2019 be approved as a true record.

AA/CP

190. **Planning Applications**

Members received and considered Torfaen County Borough Council Planning Applications.

RESOLVED: that observations as outlined be submitted to Torfaen County Borough Council. (Attached to the minutes).

AA/CP

191. **External Auditor BDO**

The Council received the External Audit Report from External Audit BDO. It had been previously noted that the Council would be given a qualified audit as it had failed to advertise the information relating to the audit on the Council's website. Measures were now in place involving all staff to ensure that this would not happen again

RECOMMENDED: that the information be received and noted and that actions would be put in place to ensure that this does not reoccur.

**RT/
LM**

192. **Constitution**

The Council received a report on the change to the Council Constitution. The Chair of Events informed the meeting that the Clerk should have consulted her regarding a change of membership on the Events Committee before a report was presented to Council that a member wanted to leave the Events Committee. In

addition she wanted to ensure that her Committee was fully represented.
Concern was expressed in relation to point 2.2 of the report where it stated:

“The Constitution of the Council needed to be amended to add ‘one member of the opposition party’ to the membership of the Establishment. That member did not have to be a member of another committee, although the Council agreed that they had already nominated Councillor Mills to be a member of the Establishment Committee at a previous Council meeting.

Members felt that this could cause problems in the future as although there was only one opposition party at the moment, at future elections if there was more than one opposition party then this could cause a problem. It was agreed that the constitution be amended to read “that a member of the largest opposition party serve as a member of the Establishment Committee”.

The Chair of Events stated that in respect of the membership of the Establishment Committee many years ago it was not just the Chair and Vice-Chair of Council on each Committee but an additional two members.

The Clerk stated that she was in the process of updating the Constitution as the last time it was updated was 2012 and she would bring a draft to the January Council meeting. The Chair of Events asked that the previous constitution as well as the updated one be placed on January Council. In respect of representation of the Events Committee it was agreed it remain the same until the Annual meeting in May.

RESOLVED:

- (i) that the membership of the Events Committee remain the same until the next Annual meeting.
- (ii) that the constitution be updated and amended accordingly and brought to January Council along with the original one to highlight where changes were being proposed.

RT

193. **Governors**

The Council was asked to consider any volunteers who had offered to be governors representing the Council at

George Street and Penygarn Community primary schools due to the ward members no longer wishing to be representatives. The Chair of the meeting nominated Ms Joni Williams to represent the Council on Penygarn Community School which was unanimously agreed by members. In respect of a representative for George Street Councillor Simons said he would contact the Clerk in the next few weeks.

RESOLVED: that the Community Council representative for Penygarn Primary School would be Ms Joni Williams and Governing Support to be informed to this effect.

JW

194. **Christmas Cavalcade**

The Council received and approved the minutes of the Christmas Cavalcade working party meeting held on the 24th September 2019.

RESOLVED: that the minutes be received and noted.

All

195. **Aneurin Bevan Community Health Council**

The Council received a questionnaire from Aneurin Bevan Community Health Council Annual Review. It was agreed that the concerns/questions that members had sent the office prior to Ms J. Paget, Chief Operating Officer of Aneurin Bevan Community Health Council giving a presentation to February Council be used as a basis to send a response to the health board. These included questions regarding mental health provision in youth and adults, the Welsh Ambulance Service, the GP facilitating same day appointments, quality of services offered to those with chronic health conditions etc.

RESOLVED: that a response to the questionnaire be compiled based on the concerns previously made by members.

JW

196. **State of the Nation Report**

The Council received a link from the Older People's Commissioner for Wales for the report on the International Day of Older Persons in order that

members can access it on line. No members present requested a paper copy.

**All
members**

RESOLVED: that members access the link to read the Older People's Commissioner's report on the International Day of Older Persons. Wales

197. **Age Friendly Wales**

The Council received the Age-Friendly Wales Newsletter for Summer 2019.

RESOLVED: that the newsletter be received.

198. **Conference**

The Council received a report from the Deputy Leader on the One Voice Wales Annual Conference he had attended at Pontrhydfendigaid Pavilion Conference on Saturday 5th October. The Deputy Leader reported that Hannah Blethyn, Assembly Member and Deputy Minister for Housing and Local Government had referred to the joint project of the Torfaen Local Council Partnership which funds the community building mapping project without the Council being named. The Chair thanked the Deputy Leader for the application he had submitted which had been successful in obtaining the grant for this project and thanked him for his report.

The Deputy Leader further added that Vicky from Torfaen Voluntary Alliance would be attending the Council's Grants Presentation evening the following day in order to give a presentation/advice to representatives from the Community Halls/Clubs on how this funding could be used.

RESOLVED: that the report produced by the Deputy Leader on the One Voice Wales Annual Conference be received and the information relayed noted.

RT

199. **Reports/Minutes**

Members received the minutes of the following meetings:

- (i) One Voice Wales Gwent Valleys Area Committee Annual meeting held on the 30th July 2019

- (ii) Minutes of the Gwent Valleys Area Committee held on 30th July 2019.
- (iii) Minutes of the One Voice Wales National Executive meeting held on 13th September 2019
- (iv) Minutes of the Pontypool Regeneration Partnership held on the 11th September 2019.

RESOLVED: that the minutes of the above meetings be received and noted.

RT

Chair