

**QUICK NOTES” OF A MEETING OF THE FULL COUNCIL OF PONTYPOOL
COMMUNITY COUNCIL
HELD REMOTELY USING MICROSOFT TEAMS ON
WEDNESDAY 27 OCTOBER 2021 AT 6.30PM**

NB the full minutes will be published in due course

In attendance:

Councillor: Giles Davies (in the Chair)

and Councillors: Elaine Chilcott JP, Keith James, Nicholas Jones, Adrian Lang, John Killick, Richard Overton, Norma Parrish, Ben Rapier,

Officers: Richard Gwinnell (Acting Clerk) and Jane Wright (Assistant Clerk)

211. **Questions from the Public**

No questions had been received from the public.

212. **Apologies for absence**

Apologies for absence were received from Councillors Nick Byrne, Lynda Clarkson, Lizzie Hunt, Gaynor James, Janet Jones, Rose Matthews, Nick Simons, Jackie Taylor and Barry Taylor JP.

213. **Declarations of Interest**

Councillors Giles Davies, Keith James, Nicholas Jones, John Killick, Richard Overton and Norma Parrish 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.

214. **Council Meeting – 29 September 2021 - Minutes**

RESOLVED: that the minutes of the Council meeting held on 29 September 2021 be confirmed as a correct record and signed by the Chair.

215. **Policy & Finance Committee – 6 October 2021 - Minutes**

RESOLVED: that the minutes of the Policy & Finance Committee held on 6 October 2021 be confirmed as a correct record and the recommendations of the committee be adopted.

216. **Minutes of the Planning and Environment Committee – 13 October 2021**

Reference was made to minute 210 Climate Change Newsletter. It was agreed that this be placed as an agenda item on the November Planning & Environment meeting for further consideration.

RESOLVED: that the minutes of the Planning & Environment Committee held on 13 October 2021 be confirmed as a correct record and the recommendations of the committee be adopted.

217. **Innovative Practice Conference – 22 September 2021 – Notes**

RESOLVED: that the notes of the Innovative Practice Conference be received.

218. **Pontypool Regeneration Partnership – 21 July 2021 – minutes**

RESOLVED: that the resubmitted minutes of the Pontypool Regeneration be agreed as a true record.

219. **Planning Applications**

Members received and considered Torfaen County Borough Council Planning Applications.

RESOLVED: that the observations (or absence of observations, as the case may be) outlined in the appendix attached to these minutes be submitted to Torfaen County Borough Council.

AA/CP

220. **Garndiffaith & Varteg and New Inn Upper vacancies**

The Acting Clerk read out a letter from a Jonathon Martin asking the Council to consider him for the vacancy in New Inn Upper.

The Acting Clerk further relayed information to members regarding the Garndiffaith & Varteg vacancy.

RESOLVED:

(i) that Jonathon Martin be co-opted on to the Council as a member for New Inn Upper.

(ii) that the Garndiffaith & Varteg vacancy be removed from the Council website.

221. **Youth Project Update**

The Council received an update on the Youth Project Activities.

RESOLVED: that in future the Council would receive a six-monthly report on the Youth Project, with any important projects or developments being brought to Council if the Youth Project Officer felt it was necessary.

222. **Insurance Policy**

RESOLVED:

(i) that the Council renew its insurance policy with Zurich over a 5-year period at a cost of £4,500 per year.

(i) the Finance Office be thanked for all her hard work.

223. **CCTV Maintenance Contract**

RESOLVED: that a letter be sent to Mr Lyndon Puddy informing him that a decision had already been made by Pontypool Community Council that they would only pay for the maintenance costs.

224. **Local Government and Election (Wales) Act 2021: local impact assessment and action plan**

RESOLVED: that the information relayed by the Acting Clerk in relation to the Local Government and Election (Wales) Act 2021 action plan be noted.

225. **Internal Audit 2020/21: Action Plan: update**

RESOLVED: that the information outlined by the Acting Clerk in relation to the actions taken or being taken to

address the findings of the Internal Audit 2020/21 be noted.

226. **Review of Council policies**

The Acting Clerk informed Council of progress with the ongoing review of Council policies

RESOLVED: that the information relayed by the Acting Clerk in relation to the progress and ongoing review of Council policies be noted.

227. **Policies proposed for adoption**

Members received the following policies which had been presented and approved at the Policy and Finance Committee in October:

- (a) Health and Safety Policy
- (b) Pay Policy
- (c) Workplace Menopause Policy
- (d) Training and Development Policy
- (e) Pensions Policies and Discretions

The Governance Working Group and the Acting Clerk were thanked for all their hard work in relation to this work.

RESOLVED: that the polices be adopted by Council.

228. **Reports/Minutes of other relevant bodies (for information)**

Council received the following minutes:

- (a) One Voice Wales Gwent Area Valleys Committee Annual meeting held on 13 July 2021
- (b) One Voice Wales Gwent Area Valleys Committee held on 13 July 2021
- (c) One Voice Wales National Executive Committee held on 3 September 2021

RESOLVED: that the information contained within the minutes be noted.

