

**QUICK NOTES OF A MEETING OF THE POLICY AND FINANCE COMMITTEE
OF PONTYPOOL COMMUNITY COUNCIL
HELD REMOTELY USING MICROSOFT TEAMS ON
WEDNESDAY 2 MARCH 2022 AT 6.30 PM**

NB the full minutes will be published in due course

In attendance (all using Teams):

Councillor: Norma Parrish (in the Chair)

and Councillors: Matt Ford, Gaynor James, John Killick

Officers: Richard Gwinnell (Acting Clerk), Lisa McMail (Accountant) and Jane Wright (Assistant Clerk)

Min. no.	Subject and decision	Action
393.	<p><u>Apologies for absence</u></p> <p>Councillors Lynda Clarkson, Giles Davies, Lizzie Hunt, Adrian Lang, Richard Overton, Barry Taylor JP</p>	
394.	<p><u>Declarations of Interest</u></p> <p>Councillors Gaynor James, John Killick 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 members of Pontypool Community Council.</p>	
395.	<p><u>Schedule of Receipts and Payments</u></p> <p><u>RECOMMENDED*</u>: that the schedule of receipts and payments for December 2021 be approved.</p>	
396.	<p><u>Use of Credit Card</u></p> <p><u>RECOMMENDED*</u>: that the payments made with the Council's credit card, shown in the report, for November, be approved.</p>	
397.	<p><u>Financial Budget Comparison (Monitoring Report)</u></p> <p><u>RECOMMENDED*</u>: that the financial monitoring report to the end of December 2021 be approved and the information outlined by the Accountant be noted.</p>	

398.	<p><u>Local Voluntary Funding (LVF) applications</u></p> <p>The Committee received an addendum to the LVA applications listed on the agenda.</p> <p><u>RESOLVED:</u> that the LVF applications above be approved and the information outlined by the Chair in relation to Torfaen Arrows Rugby be noted.</p>	
399.	<p><u>Additional IT equipment requirements</u></p> <p>The Committee received a comprehensive report on quotes for additional IT equipment requirements at the Community Council. The recommendation was unanimously approved.</p> <p><u>RECOMMENDED*:</u> that 3 new laptops be purchased at a cost of £2,100 (plus £420 VAT) from the Council's established IT service supplier, Orbits IT.</p>	
400.	<p><u>Junior Sponsorship</u></p> <p>The Chair proposed that this item be deferred to June Policy & Finance in order to have a more detailed comprehensive report</p> <p><u>RECOMMENDED*:</u></p> <p>(i) that this item be deferred to June Policy & Finance Committee. (ii) that the £6,000 allocated to Junior Sponsorship for 2021/2022 be ringfenced and carried over to 2022/2023.</p>	
401.	<p><u>Requests for Financial Assistance</u></p> <p>A financial request was received from Torfaen Museum.</p> <p><u>RECOMMENDED*:</u> that £200.00 be awarded.</p>	
402.	<p><u>Social Media Policy 2021</u></p> <p><u>RECOMMENDED*:</u> that the Social Media Policy be re-adopted and reviewed again in a further six months' time.</p>	

* This is a recommendation to the Council. The Council will make the final decision at a future meeting.

Chair

PONTYPOOL COMMUNITY COUNCIL
CYNGOR CYMUNED PONT-Y-PŴL
Declarations of Interest Declared

MEETING: POLICY & FINANCE

DATE: Wednesday 2 March 2022

<u>Name of Member</u>	<u>Interest Declared</u>
Councillor Gaynor James	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.
Councillor John Killick	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.
Councillor Norma Parrish	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.