

**QUICK NOTES OF A MULTI-LOCATION ANNUAL MEETING OF
PONTYPOOL COMMUNITY COUNCIL ANNUAL MEETING
HELD ON
WEDNESDAY 18 MAY 2022 AT 6.00 PM**

NB: The full minutes will be published in due course

In attendance:

Councillor: Matt Ford# (in the Chair)

and Councillors: Anne Gunter*, Jon Horlor#, Lizzie Hunt#, Keith James#, Gaynor James#, Jon James#, Nick Jones#, John Killick#, Rose Matthews#, Jonathon Martin*, Richard Overton#, Caroline Price#, Ben Rapier*, Bob Rogers#, Jools Rogers#, Nick Simons#, Nathan Warren#

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

* Attending remotely via Microsoft Teams

Attending physically in the Council Chamber

The meeting was recorded for minute taking purposes as agreed by Members.

Min No	Subject and Decision	Action
1.	<p><u>Election of Chair for 2022/2023 Civic Year</u></p> <p>The Council unanimously voted for Councillor Matt Ford to be Chair of Council. He welcomed all new and returning members.</p> <p><u>RESOLVED:</u> that Councillor Matt Ford be elected Chair of the Council for the 2022/23 Civic Year.</p> <p>The Chair read out a letter from Councillor Giles Davies, the previous Chair of Council, in relation to his year of office.</p>	
2.	<p><u>Apologies for absence</u></p> <p>Apologies for absence were received from Councillors Nick Byrne, Lyn Clarkson and Giles Davies.</p> <p>The Acting Clerk informed the meeting that two members had yet to sign their Declarations of Acceptance of Office. allowance. The Council unanimously agreed that the two</p>	

members be given until the June Council meeting to sign their declarations.

[Councillor Nick Jones joined the meeting at this point]

3. **Declarations of Interest**

Councillors Jon Horlor, Gaynor James, Jon James, Rose Matthews and Caroline Price 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.

4. **Election of Vice Chair**

RESOLVED: that Councillor Jon Horlor be elected Vice-Chair of Pontypool Community Council for the Civic year 2022/2023

[Councillor Richard Overton joined the meeting at this point].

5. **Leader and Deputy Leader**

RESOLVED: that Councillors Mrs Gaynor James and Rose Matthews be confirmed as the Leader and Deputy Leader respectively of Pontypool Community Council for 2022/2023.

[Councillor Nick Simons joined the meeting at this point].

6. **Committee Structure**

RESOLVED: that members be appointed to Committees as follows:

Policy & Finance Committee

Councillors: Lizzie Hunt, John Killick, Giles Davies, Jon Horlor, Jonathon Martin, Caroline Price, Ben Rapier, Bob Rogers, Jools Rogers and (ex-officio) Chair (Councillor Matt Ford) and Leader (Councillor Gaynor James).

Planning & Environment Committee

Councillors: Nick Byrne, Jon James, Lynda Clarkson, Anne Gunter, Richard Overton, Caroline Price, Jools Rogers, Nick Simons, Nathan Warren and (ex-officio) Chair (Councillor Matt Ford) and Leader (Councillor Gaynor James).

Events Committee

Councillors: Rose Matthews, Ben Rapier, Anne Gunter, Lizzie Hunt, Nick Jones, Bob Rogers, Jools Rogers, Nick Simons, Nathan Warren and (ex-officio) Chair (Councillor Matt Ford) and Leader (Councillor Gaynor James)

Establishment Committee

Councillors Gaynor James, Matt Ford, Nick Byrne, Lizzie Hunt, Jon James, Keith James, Rose Matthews, John Killick, Ben Rapier.

Governance Working Group

Councillors Giles Davies, Lizzie Hunt, Gaynor James, Lynda Clarkson and John Killick.

Youth Working Party

Councillors Matt Ford, Gaynor James, John Killick

Disciplinary Panel

Councillors Caroline Price, Richard Overton, Nick Simons.

Appeals Panel

Councillors Anne Gunter, Nick Jones, Jools Rogers

Chairs and Vice-Chairs

7.

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

Policy and Finance Committee:

Chair: Councillor Lizzie Hunt

Vice-Chair: Councillor John Killick

Planning and Environment Committee:

Chair: Councillor Nick Byrne

Vice-Chair: Councillor Jon James

Events Committee:

Chair: Councillor Rose Matthews

Vice-Chair: Councillor Ben Rapier

Establishment Committee:

Chair: Councillor Gaynor James

Vice-Chair: Councillor Matt Ford

8. **Dates and Times of Meetings 2022/23**

The Acting Clerk explained the reasons for the change in the dates and times of the Planning & Environment and Events Committees.

RESOLVED: that the dates and times of meetings for 2022/23 be approved as set out in the schedule attached to the agenda.

[Councillor Ben Rapier joined the meeting on Teams at this point].

9. **REPRESENTATION ON OUTSIDE BODIES AND INTERNAL ROLES**

In relation to representation on Outside Bodies and Internal positions for 2022/2023 it was agreed that member representation be as follows; those in italics the Acting Clerk to find out if they were still operating.

Art Regen: Councillor Rose Matthews

Gwent Valleys/One Voice Wales)- Leader, Deputy Leader
General Data Protection Regulations - Councillor Lizzie Hunt

Wellbeing of Future Generations – Chair of Council and Councillor Nick Byrne.

Local Council Partnership (LCP/Torfaen County Association of Councils (TCALC) – Leader and Deputy Leader

Mic Morris Memorial Trust – Councillor Giles Davies

Pontypool Park Friends Group – Councillor Rose Matthews

Pontypool Regeneration Partnership Group - Councillors Jon James, John Killick, Rose Matthews, Nick Jones, Nick Simons, Caroline Price

Pontypool Twinning Association - Chair of council

Public Services Board – Appointed by TCALC

South Sebastopol Environmental Steering Group – No appointment

Torfaen Local Access Forum – Councillor Lynda Clarkson

Torfaen Community Enterprises Association and Torfaen Community Transport – No appointment

Torfaen Environmental Association – Councillor Lynda Clarkson

Torfaen Museum Trust – Councillor Keith James

Torfaen Opportunity Group (TOGS) – Councillor Nick Byrne

Torfaen Play Sufficiency Action Planning Group – Councillor John Killick, Reserve: Councillor Lizzie Hunt

TCBC Ethics and Standards Committee – No appointment
Wellbeing Champion – Councillor Matt Ford
Environment and Biodiversity Champion – Councillor
Nathan Warren
Health and Safety Reps – Chair and Vice-Chair of Council,
Deputy Leader.

RESOLVED: that member representation for
2022/2023 be confirmed as above.

10. **Press Liaison Officer**

RESOLVED: that Councillor Bob Rogers be the Council's
nominated Press Officer Liaison Member.

11. **Cheque Signatories**

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

Cllrs Gaynor James (Leader), Rose Matthews (Deputy-
Leader) and Lizzie Hunt (Chair of Policy & Finance).

12. **Official Signatories**

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

Chair:	Councillor Matt Ford
Leader:	Councillor Gaynor James
Deputy Leader:	Councillor Rose Matthews

13. **Members' Remuneration**

The Council decided upon the following 4 members to
receive the senior members allowance of £500.00 for specific
responsibilities as per Determination 45 of the Independent
Remuneration Panel for Wales 2022: Chair and Vice-Chair
of Council, Leader and Deputy Leader.

It was also agreed that £1500 and £500 be awarded to the
Chair and Vice-Chair of Council respectively as per
determination 50.

The Council also decided to pay travel costs, subsistence
expenses and financial loss compensation allowance
(determinations 46, 47 and 48) if claimed throughout the
year.

RESOLVED: that the payments as outlined above be made in accordance with the Independent Remuneration Panel for Wales Annual Report 2022.

Signed by Chair

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

MEETING: FULL COUNCIL
DATE: Wednesday 18 May 2022

<u>Name of Member</u>	<u>Interest Declared</u>
Councillor Jon Horlor	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 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 Jon 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 Rose Matthews	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 Caroline Price	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.