

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE POLICY AND
FINANCE COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD ON
WEDNESDAY 1 JUNE 2022 AT 6.30PM**

NB: The full minutes will be published in due course

In attendance:

Councillor: Lizzie Hunt* (in the Chair)

and Councillors: John Killick#, Matt Ford#, Gaynor James#, Jon Horlor#,
Jonathon Martin# Ben Rapier* Bob Rogers*

Also in attendance: Councillors Richard Overton#, Jools Rogers*

Officers: Cindy Challenger (Events Manager) 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
37.	<p><u>Apologies for absence</u></p> <p>Councillor Giles Davies.</p> <p>[Councillor Richard Overton joined the meeting at this point]</p>	
38.	<p><u>Declarations of Interest</u></p> <p>Councillors Jon Horlor, Gaynor James and Jon James 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>	
39.	<p><u>Schedule of Receipts and Payments</u></p> <p><u>RECOMMENDED*</u>: that the schedule of receipts and payments for January to March 2022 be approved.</p>	
40.	<p><u>Use of Credit Card</u></p> <p><u>RECOMMENDED*</u>: that the payments made in December 2021 –</p>	

	March 2022 with the Council's credit card, shown in the report, be approved.	
41.	<p><u>Request for additional Credit Cards</u></p> <p>The Committee received a report on authorisation for the (Temporary) Clerk & Finance Manager to have a credit card issued for business use of the council with specified spend limits.</p> <p><u>RECOMMENDED*</u>: that the committee agree to additional credit cards being issued with spend limits as detailed:</p> <ul style="list-style-type: none"> • The (Temporary) Clerk - £5000 spend limit • Finance Manager - £1000 spend limit 	
42.	<p><u>Financial Budget Comparison (Monitoring Report)</u></p> <p><u>RECOMMENDED*</u>: that the financial monitoring report to the end of March 2022 be approved and the information outlined by the Accountant be noted as well as the action proposed by the Chair and Vice-Chair of Policy & Finance.</p>	
43.	<p><u>Reserves</u></p> <p><u>RECOMMENDED*</u>:</p> <p>(i) that an amount of £5,000 be transferred as at 31.03.2022, to the earmarked Election Expenses reserve to meet the Torfaen County Borough Council administrative costs, as in previous years, associated with future Community Council elections.</p> <p>(ii) that a further £5,000 be transferred as at 31.03.2022 to the earmarked Twinning Youth Festival Reserve and that this amount, together with the previous balance be used toward future Twinning expenditure in 2024.</p>	
44.	<p><u>Torfaen Community & Volunteer Awards 2022 (TCVA)</u></p> <p>The Chair informed the meeting that the Policy & Finance Committee had already agreed to sponsor a Gold Torfaen Community and Volunteer Award; the Committee now needed to decide on a category to sponsor. The confirmed cost of this award was £550.00.</p> <p><u>RECOMMENDED:</u> (i) that if still available the Council sponsor the Trustee Volunteer of the Year as their gold award, if that category is no longer available then Arts, Culture & Heritage Volunteer or Group of the year would be their second choice followed by Civic Award of the Year as their third choice.</p>	

	(ii) that an item be placed on Council to nominate a representative(s) to attend the event as part of the sponsorship package.	
45.	<p><u>Junior Sponsorship</u></p> <p><u>RECOMMENDED*:</u> (i) that £1000.00 Junior sponsorship be awarded to each of the following teams: (a) Garndiffaith RFC (b) Fairfield United Junior (c) Griffithstown Junior AFC (d) New Inn Junior and Youth AFC (e) Talywain RFC (f) Cwmffrwdoer FC and (ii) an Officer(s) contact the Community Chest Sport Grant team at TCBC as they have a full list of sporting group; this item to be considered further at the next P & F meeting.</p>	
46.	<p><u>CCTV</u></p> <p><u>RECOMMENDED*:</u> that the Council pay the CCTV costs for this year only subject to Council approval at a cost of £2,040.00 including vat.</p>	
47.	<p><u>Local Voluntary Funding</u></p> <p>The committee considered the following LVF applications (noting that all LVF applications had been checked by the F&E Manager):</p> <p><u>Cllr L. Clarkson</u> Garndiffaith RFC - £100.00 (Support with costs of centenary kit for adult team Local Government Act (Miscellaneous Provisions) Act 1976, s.19</p> <p><u>Cllr G. Davies</u> Garndiffaith RFC - £100.00 (support with costs of centenary kit for adult team Local Government Act (Miscellaneous Provisions) Act 1976, s.19</p> <p><u>RESOLVED:</u> that the LVF applications above be approved.</p>	
48.	<p><u>Financial Requests</u></p> <p>The Chair stated that the Committee had received requests from the</p>	

	<p>following organisations for financial assistance. All had provided detailed information in relation to the charities.</p> <p><u>RECOMMENDED</u>: that £200.00 be awarded to each charity as listed:</p> <ul style="list-style-type: none"> (i) Teenage Cancer Trust (ii) Kids Cancer Charity (iii) Spinal Research <p>Signed by Chair</p>	
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* 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

MEETING: Policy & Finance
DATE: Wednesday 1 June 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.