

**QUICK NOTES OF A MULTI-LOCATION MEETING OF  
PONTYPOOL COMMUNITY COUNCIL  
HELD ON  
WEDNESDAY 17 MAY 2023 AT 6.30 PM**

**NB: FULL MINUTES WILL BE PRODUCED IN DUE COURSE**

In attendance:

Councillor: Matt Ford# (in the Chair)

and Councillors: Nick Byrne\*, Jon Cox#, Anne Gunter#, Jon Horlor#, Lizzie Hunt#, Gaynor James#, Jon James#, Nick Jones\*, John Killick#, Sue Malson# Rose Matthews#, Richard Overton#, Caroline Price#, Bob Rogers#, Jools Rogers#, Nick Simons#, Nathan Warren#.

Officers: Jane Wright# (Assistant Clerk), Annette Ambrosen# (Events Officer)

\* 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
14.	<p><b><u>Questions from the Public</u></b></p> <p>No questions had been received from the public.</p>	
15.	<p><b><u>Apologies for absence</u></b></p> <p>Apologies for absence were received from Councillor Lynda Clarkson.</p>	JW
16.	<p><b><u>Declarations of Interest</u></b></p> <p>Councillors Nick Byrne, Jon Horlor, Gaynor James, Jon James, Sue Malson, Rose Matthews, Caroline Price and Nick Simons 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.</p>	JW

17. **Council Meeting – 26 April 2023 – Minutes**

The Chair moved the minutes. The Assistant Clerk referred to minute 516 CCTV, informing the Council that Mr Lyndon Puddy (Head of Public Support Unit at TCBC) had confirmed that he would be able to attend the June Council meeting. To this effect it was agreed that an e-mail be sent to members asking for any questions they wished to put to him in relation to the provision and maintenance of CCTV in order that Mr Puddy could provide a briefing paper to be circulated with the June Council agenda, any further queries could then be asked on the evening. It was agreed that the deadline for Members to send questions to the Clerk would be no later than Friday 9 June 2023.

**RESOLVED:**

- (i) that the minutes of the Council meeting held on 26 April 2023 be confirmed as a correct record and signed by the Chair. JW
- (ii) An e-mail to be sent to members as outlined above in relation to the provision and maintenance of CCTV. LM/JW

18. **Council Vacancy –Sebastopol West**

The Assistant Clerk gave an update on behalf of the Clerk on the Council vacancy at South Sebastopol West.

- (i) The vacancy was advertised on 3<sup>rd</sup> May 2023.
- (ii) The Clerk was informed by e-mail on 5<sup>th</sup> May that the TCBC Elections & Business Manager received the 10 signatures requesting an election for Sebastopol west.
- (iii) Nomination papers must be hand delivered to the Returning Officer no later than 4.00 pm on Thursday 25<sup>th</sup> May 2023.
- (iv) Nomination papers may be obtained from the offices of the Returning Officer, Civic Centre.
- (v) If the election is contested the poll will take place on Thursday 22<sup>nd</sup> June 2023 between 7.00 am – 10.00 pm.

As the vacancy could go to an election including polling stations, etc the anticipated cost would be approximately £5,000 due to increased inflation costs. This would include the £1200 - £1500 for polling cards, therefore the Clerk is seeking Council permission to use the Election Expenses budget Code 3600 which has an allocated budget of £5000 to cover this cost. This was unanimously agreed.

**RESOLVED**: that budget code 3600 – Election Expenses for £5,000 be approved to cover the above cost if it goes to an election.

LM/CC

19. **Community Review**

The Council received the Terms of Reference that had been approved by Torfaen’s Task and Finish Group following on from the presentation made by TCBC Elections & Business Manager Caroline Genever Jones at the February Council meeting.

**RESOLVED**: the Terms of Reference in relation to the Community Review be received and noted with no comments being offered.

LM

20. **Torfaen Voluntary Alliance (TVA) - Volunteer Awards**

The Council was informed that TVA had chosen Trustee of the year award as the category for PCC to sponsor. This award recognises an exceptional and influential trustee who demonstrates outstanding dedication and commitment to an organisation.

As part of the sponsorship package two people can attend the awards event being held on Friday the 20<sup>th</sup> October 2023 at the Parkway Hotel. It was unanimously agreed that the Chair and Leader of the Council would attend this event.

**RESOLVED**:

(i) that the Council note the category that TVA had chosen for the Council to sponsor.

(ii) that TVA be informed that the Leader and Chair of the Council would be attending the event on behalf of the Council.

LM/JW

21. **Twinning**

The Council was asked to consider the following:

(a) To approve/confirm that there will be a Youth club gathering and reception to welcome guest(s) from 5.00 pm until 7.30 pm on Thursday 20<sup>th</sup> July at the Garndiffaith Millennium Hall.

(b) To nominate a small delegation of up to 4 people to attend the Peter and Paul Festival in July 2023.

(c) To note that the Youth Festival/conference 2023 (theme: Strategy for Inclusion and Diversity) is taking place from Monday 21<sup>st</sup> to Sunday 27<sup>th</sup> August in Condeixa and to give the Clerk plenary powers/delegated powers to move all the above forward in view of the timescale.

**RESOLVED:**

- (i) that a budget of £700 from the Twinning Reserve be used to host the Bretten delegates and meeting of young people in the evening at Garndiffaith Millennium Hall with the Youth Project and in conjunction with Torfaen Sports Development. The budget to include Big Pit tickets in the morning and buffet/food supplier at the Hall in the evening, with Ceri Jones the new Community Development Officer hosting the evening event with Youth Project Lead in the absence of the Clerk.
- (ii) In relation to the Peter and Paul Festival it was agreed that unfortunately the Council would not be able to send a representative(s) this year.
- (iii) It was agreed that the Clerk be given plenary/delegated powers in liaison with the Youth Festival working group for 3 staff and up to 6 Youth Councillors to attend the Youth Festival in Condeixa all to be paid from the twinning budget, budget code 5105 – Youth Festival, including Airfare £4,000 and 5205 Twinning – Council’s Visits - £1,000, total £5,000

**Reports/Minutes**

22.

**RESOLVED:** that the following reports/minutes be received and noted:

- (i) Larger Council’s Meeting held remotely on Wednesday 15 February 2023 at 10.30 am.
- (ii) Draft minutes of Gwent Valleys Areas Committee, held remotely on 4<sup>th</sup> April 2023 including nomination form.

Signed by the Chair .....

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

**MEETING: FULL COUNCIL**

**DATE: Wednesday 17 May 2023**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Councillor Nick Byrne	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.	Yes
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.	Yes
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.	Yes
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.	Yes

Councillor Sue Malson	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.	Yes
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.	Yes
Councillor Nick Simons	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.	Yes