



11 July/11 Gorffennaf 2024

Dear Sir/Madam, Annwyl Syr/Fadam

You are summoned to attend a multi-location meeting of the **FINANCE, GOVERNANCE & POLICY COMMITTEE TO BE HELD** at **6.30 PM** on **WEDNESDAY 17 JULY 2024**.

The meeting will be held remotely, using Microsoft Teams and physically for those who wish to attend the Council Chamber. Councillors have been provided with a link to attend the meeting. If any member of the public wishes to attend the meeting remotely, please contact the Clerk of the Council (by e-mail or telephone) at least 24 hours before the meeting.

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

The agenda for the meeting is set out below and relevant papers are attached.

Gofynnir drwy hyn i chi fynychu **CYFARFOD Y CYNGOR** yn yn Rhith Gyfarfod am **6:30 PM, DYDD MERCHER 17 GORFFENNAF 2024**.

Cynhelir y cyfarfod o bell ar Microsoft Teams. Mae cynghorwyr wedi derbyn dolen i fynychu'r cyfarfod. Os yw unrhyw aelod o'r cyhoedd yn dymuno mynychu'r cyfarfod o bell, cysylltwch â Chlerc y Cyngor (trwy e-bost neu dros y ffôn) o leiaf 24 awr cyn y cyfarfod.

Mae gan aelodau o'r cyhoedd yr hawl i ofyn cwestiynau yng nghyfarfodydd y Cyngor, mae gan aelodau o'r cyhoedd hefyd yr hawl i siarad yn y Gymraeg neu'r Saesneg, cyn belled ag y rhoddir tri diwrnod o rybudd ysgrifenedig o'r cwestiwn i'r Clerc.

Mae agenda'r cyfarfod wedi'i nodi isod ac mae papurau perthnasol ynghlwm.

Yours faithfully/ Yr eiddoch yn gywir

*Lisa McMail*

Lisa McMail  
CLERK TO THE COUNCIL/ CLERC I'R CYNGOR

## AGENDA

### FINANCE ITEMS

1. **Recording of Meeting**  
To approve recording of meeting.
2. **Apologies for absence**  
To receive apologies for absence.
3. **Declarations of Interest**  
Members to declare any interests in any items on Agenda.
4. **Schedule of Receipts and Payments**  
To approve the schedule of receipts and payments for May 2024 (attached: page(s) 1 – 3)
5. **Use of Credit Card**  
To approve the credit card payments from 10 April to 2 May 2024 and 14 May to 4 June 2024 (attached: page(s) 4)
6. **Financial Budget Comparison and Earmarked Reserves**
  - (i) To receive and consider the financial monitoring report and earmarked reserves to the 31 May 2024 (attached: page(s) 5 – 9)
7. **Local Voluntary Funding (LVF)**  
To approve list of Local Voluntary Funding (table as attached: page(s) 10 – 11) and copies of the applications are available on request.
8. **Request for Financial Assistance**  
To receive request(s) from the following organisation(s):
  - (i) Ysgol Panteg PTA - Laser Show (deferred from 3 April meeting (minute No. 541) as further information required (attached page(s): 12)
  - (ii) Nifty Thrifty – School Uniform Event (attached page(s): 13)
  - (iii) Artregen - Plein Aire open air painting competition (attached page(s): 14)
  - (iv) Cerebal Palsy Cymru (attached page(s): 15 – 18)
9. **Radon Monitoring**
  - (i) To receive a verbal update from the Environmental, Health & Safety Lead of recent radon monitor readings taken in the basement over a 3 month period in 2024 and associated estimated costs for further monitoring and remedial works as required.

- (ii) The Clerk requests plenary powers to approve the anticipated works in conjunction with Chair and Vice Chair of Establishment Committee/FGP.
- (iii) The Clerk will provide an updated report to the Establishment Committee in September 2024.

10. **Applications for assistance towards Core Funding**

To receive applications towards Core Costs:

- (i) St David's Hospice Care
- (ii) TOGs Centre
- (iii) Hope GB
- (iv) Pontypool Pacers Heart Support Group
- (v) Age Connects Torfaen
- (vi) Torfaen Museum Trust
- (vii) Llantarnam Grange Arts Centre
- (viii) Citizens Advice

The budget available is £25,000.

11. **Grounds Maintenance and Junior Sports Club Grants**

To receive funding applications for Grounds Maintenance from:

- (i) Penygarn and Trevethin J AFC
- (ii) Talywain RFC
- (iii) West Mon RFC
- (iv) Panteg House Bowls Club
- (v) Fairfield United Juniors and Minis AFC
- (vi) Cwmffrwdroer Sports Club
- (vii) Fairfield Utd AFC
- (viii) Garndiffaith Joint Bowls Club
- (ix) Pontypool Town AFC
- (x) Race Association Football Club
- (xi) Sebastopol Juniors AFC
- (xii) Panteg Cricket Club
- (xiii) Griffithstown Junior Football Club
- (xiv) New Inn AFC
- (xv) Pontnewynydd AFC
- (xvi) New Inn Juniors and Youth AFC
- (xvii) Panteg Parks Bowls Club
- (xviii) New Panteg RFC

The budget available is £10,000.

To receive funding applications for Junior Sponsorship from:

- (i) Cwmffrwdroer Sports Club
- (ii) Panteg AFC
- (iii) Sebastopol Juniors AFC
- (iv) Race AFC Under 16
- (v) Griffithstown Junior Football Club

- (vi) Talywain RFC Mini and Juniors
- (vii) New Inn Juniors and Youth AFC
- (viii) Panteg Cricket Club Junior Section
- (ix) Pontypool Town AFC
- (x) Fairfield United AFC Mini and Juniors
- (xi) New Panteg RFC

The budget available is £6,000 plus £6,000 in reserves.

12. **Webjects Maintenance Agreement**

To receive a report regarding the revised costings for the maintenance agreement after August 2024 (attached page(s): 19 – 20)

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*Councillors: Lizzie Hunt (Chair) Nick Byrne (Vice-Chair), Matt Ford, Anne Gunter, Jon Horlor, Jonathon Martin, Richard Overton, Bob Rogers, Jools Rogers, Nathan Warren, Chair of Council (Councillor Caroline Price) and Leader (Councillor Gaynor James) Ex-officio.*

**FINANCE, GOVERNANCE & POLICY COMMITTEE - 17 JULY 2024**  
**SCHEDULE OF RECEIPTS & PAYMENTS - MAY 2024**

AGENDA ITEM 4

Date	Rec/Vo No	Name	Details	Amount
<u>Income - May 2024</u>				
01/04/2024	2	CCLA	Dividend Reinvested - April	3,912.09
07/05/2024	3	HIM Customs & Excise	Vat Refund	10,548.68
01/05/2024	4	CCLA	Dividend Reinvested - May	3,445.00
08/05/2024	5	Torfaen County Borough Council	Reimbursement - MHPT	2,500.00
15/05/2024	6	Cash	Proceeds - Annual Dinner	46.10
31/05/2024	7	Charles Deakin	Deposit - (Fair) PIP 2024	500.00
				<b>20,951.87</b>

**FINANCE, GOVERNANCE & POLICY COMMITTEE - 17 JULY 2024**  
**SCHEDULE OF RECEIPTS & PAYMENTS - MAY 2024**

<u>Expenditure - May 2024</u>			
04/05/2024	28	DD	41.59
04/05/2024	29	DD	144.00
19/05/2024	30	DD	832.23
20/05/2024	31	DD	211.18
15/05/2024	32	SO	14,000.00
04/05/2024	33	DD	320.61
04/05/2024	34	DD	22.77
04/05/2024	35	DD	74.10
04/05/2024	36	DD	434.44
04/05/2024	37	DD	843.00
04/05/2024	38	DD	218.00
17/05/2024	39	DD	33.00
30/05/2024	40	DD	208.12
02/05/2024	41	BP	2,500.00
02/05/2024	42	BP	25.85
02/05/2024	43	BP	69.32
02/05/2024	44	BP	655.67
02/05/2024	45	BP	108.00
02/05/2024	46	BP	76.86
02/05/2024	47	BP	131.11
02/05/2024	48	BP	180.00
02/05/2024	49	BP	40.00
02/05/2024	50	BP	30.73
02/05/2024	51	BP	36.00
02/05/2024	52	BP	480.00
02/05/2024	53	BP	200.00
16/05/2024	54	BP	120.00

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22,036.58

**FINANCE, GOVERNANCE & POLICY COMMITTEE - 17 JULY 2024  
SCHEDULE OF RECEIPTS & PAYMENTS - MAY 2024**

16/05/2024	55	BP	ACT	Fire Safety Trainer - 9 Officers Grant	22,036.58
16/05/2024	56	BP	Gwent Federation WI	Grant	378.00
16/05/2024	57	BP	Jeremy Widdas	Pic Bench - Sch Crescent Play Area	200.00
16/05/2024	58	BP	J Maloney	Buffet - AGM	870.00
16/05/2024	59	BP	Pontypool & Clytha Estates	Rent - Wood	200.00
16/05/2024	60	BP	Ricoh	Copy / Rental Charges - Photocopier	67.50
16/05/2024	61	BP	Severn Office	Desk	868.14
16/05/2024	62	BP	Eden Springs	Water Cooler - March	296.40
16/05/2024	63	BP	Torfaen Tourism Association	Grant	73.93
16/05/2024	64	BP	Torfaen Pride - Club FOD	Grant	500.00
16/05/2024	65	BP	PPL PRS	Grant	500.00
16/05/2024	66	BP	Orbits IT	Music Licence - Xmas Cavalcade	199.85
16/05/2024	67	BP	Orbits IT	Monitor	144.00
16/05/2024	68	BP	One Voice Wales	Annual Domain Registration	174.00
16/05/2024	69	BP	Jenson Travel	Membership 2024/25	6,949.00
28/05/2024	70	BP	Initial Washroom Hygiene	Coaches - Forest Schools	960.00
28/05/2024	71	BP	Torfaen County Borough Council	Mat Service - June	25.85
28/05/2024	72	BP	J Wright	Rent - Unit 8	4,398.00
28/05/2024	73	BP	JDH Business Services	Prescription Glasses	75.00
28/05/2024	74	BP	ACT	Year End Internal Audit 2023/24 H & S Training - 2 Officers	1,050.00 84.00
					<b>40,050.25</b>

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Finance, Governance & Policy Meeting  
 Breakdown of Credit Card Purchases 10/04/2024 - 02/05/2024

DATE	PAYEE	DETAILS	DEPARTMENT	SUB TOTAL	Total
<b>Credit Card - Finance Manager</b>					
24/04/2024	Torfaen County Borough Council	Street Trade Licence	Party in the Park		£75.00
24/04/2024	SP D Day 80 Lamp Light	D Day	Additional Events		£220.00
24/04/2024	Land Registry	Live Christmas Tree Land Search	Bio diversity Budget		£3.00
24/04/2024	Land Registry	Live Christmas Tree Land Search	Bio diversity Budget		£3.00
24/04/2024	Land Registry	Live Christmas Tree Land Search	Bio diversity Budget		£6.00
24/04/2024	Land Registry	Live Christmas Tree Land Search	Bio diversity Budget		£3.00
02/05/2024	The Secret Garden	Sunflowers	Garden Competition		£50.00
				<b>Sub Total</b>	<b>£363.00</b>
<b>Credit Card - Clerk</b>					
10/04/2024	British Airways	Twinning Trip Airfares and charges	Twinning equipment		£318.98
13/04/2024	Amazon	Air Purifier - Office	Stationery		£99.98
15/04/2024	HP Instant Ink	Ink			£5.49
15/04/2024	Tesco				£2.88
17/04/2024	Lebara Mobile Ltd	Clerks mobile phone	Telephone		£4.90
22/04/2024	Iceland	Refreshments - office	Refreshments		£8.85
24/04/2024	Iceland	Refreshments - office	Refreshments		£8.95
26/04/2024	Post Office	Stamps	Postage		£16.20
24/04/2024	Land Registry	Live Christmas Tree Land Search	Bio diversity Budget		£3.00
				<b>Sub Total</b>	<b>£469.23</b>
				<b>Total</b>	<b>£832.23</b>

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# Finance, Governance & Policy Meeting – 17 July 2024

AGENDA

ITEM 6

## Financial Budget Comparison

Comparison between 01/04/24 and 31/05/24 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance
<b>INCOME</b>				
<b>Council</b>				
101 Precept	£738,504.12	£0.00	£246,168.04	£-492,336.08
110 Chairman's Charity	£0.00	£0.00	£46.10	£46.10
<b>Total Council</b>	<b>£738,504.12</b>	<b>£0.00</b>	<b>£246,214.14</b>	<b>£-492,289.98</b>
<b>Finance, Governance &amp; Policy Committee</b>				
301 Bank Interest (CCLA)	£20,000.00	£0.00	£7,357.09	£-12,642.91
310 Barclaycard Rebate	£80.00	£0.00	£0.00	£-80.00
330 Pontypool Regeneration		£0.00	£0.00	£2,500.00
£2,500.00				
335 Refund from Suppliers	£0.00	£0.00	£0.00	£0.00
<b>Total Finance, Governance &amp; Policy</b>	<b>£20,080.00</b>	<b>£0.00</b>	<b>£9,857.09</b>	<b>£-10,222.91</b>
<b>Events Committee</b>				
501 Party in the Park	£0.00	£0.00	£500.00	£500.00
<b>Total Events Committee</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£500.00</b>	<b>£500.00</b>
<b>Total Income</b>	<b>£758,584.12</b>	<b>£0.00</b>	<b>£256,571.23</b>	<b>£-502,012.89</b>

# Financial Budget Comparison

Comparison between 01/04/24 and 31/05/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance	
<b>EXPENDITURE</b>					
<b>Establishment Committee</b>					
2001	Salaries	£300,000.00	£0.00	£28,000.00	£272,000.00
2005	Professional Membership	£370.00	£0.00	£0.00	£370.00
2008	HR Support Costs (Peninsular)	£3,000.00	£0.00	£388.18	£2,611.82
2010	Conferences/Training	£3,000.00	£0.00	£100.00	£2,900.00
2015	Health and Safety & PPE	£1,700.00	£0.00	£446.83	£1,253.17
2020	Payroll Charges	£800.00	£0.00	£0.00	£800.00
2025	DBS	£0.00	£0.00	£30.50	-£30.50
<b>Total Establishment Committee</b>		<b>£308,870.00</b>	<b>£0.00</b>	<b>£28,965.51</b>	<b>£279,904.49</b>
<b>Finance, Governance &amp; Policy Committee</b>					
3001	Rent, Rates & Water				
3001/1	Rent	£19,500.00	£0.00	£19,500.00	£0.00
3001/2	Rates	£10,000.00	£0.00	£1,686.00	£8,314.00
3001/3	Water	£650.00	£0.00	£0.00	£650.00
3001	Total	£30,150.00	£0.00	£21,186.00	£8,964.00
3010	Fuel Charges				
3010/1	Electricity	£4,200.00	£0.00	£0.00	£4,200.00
3010/2	Gas	£3,000.00	£0.00	£535.48	£2,464.52
3010	Total	£7,200.00	£0.00	£535.48	£6,664.52
3015	Office IT Equipment & Consumables				
3015/1	Office Furniture	£1,000.00	£0.00	£665.91	£334.09
3015/2	IT Equipment & IT Support	£6,000.00	£0.00	£501.15	£5,498.85
3015/3	Office Consumables/Ink Cartridges	£2,500.00	£0.00	£9.15	£2,490.85
3015	Total	£9,500.00	£0.00	£1,176.21	£8,323.79
3025	Cleaning				
3025/1	TCBC Cleaning Contract	£7,000.00	£0.00	£1,092.78	£5,907.22
3025/2	General Cleaning & Consumables	£1,500.00	£0.00	£113.74	£1,386.26
3025/3	Mat Service	£250.00	£0.00	£43.08	£206.92
3025/4	Window Cleaning	£1,100.00	£0.00	£180.00	£920.00
3025	Total	£9,850.00	£0.00	£1,429.60	£8,420.40
3030	Refuse/Disposal of waste	£1,000.00	£0.00	£529.17	£470.83
3035	Office Contracts				
3035/1	Fire alarm/extinguishers/emerglighting	£2,000.00	£0.00	£123.50	£1,876.50
3035/3	Gas Boiler Certificate	£500.00	£0.00	£0.00	£500.00
3035/4	Photocopier Rental	£800.00	£0.00	£199.72	£600.28
3035/5	Water Cooler costs	£500.00	£0.00	£75.28	£424.72
3035/6	Air Conditioning costs	£500.00	£0.00	£0.00	£500.00
3035/7	EdgeSupport & Maintenance Contract	£2,000.00	£0.00	£150.00	£1,850.00
3035/8	Telephone/Internet Charges	£2,700.00	£0.00	£175.98	£2,524.02
3035/9	365 Licences for staff	£3,000.00	£0.00	£145.00	£2,855.00

6

# Financial Budget Comparison

Comparison between 01/04/24 and 31/05/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance
3035/10 Security Alarm	£400.00	£0.00	£0.00	£400.00
3035/11 Office CCTV	£240.00	£0.00	£0.00	£240.00
3035 Total	£12,640.00	£0.00	£869.48	£11,770.52
3040 Maintenance Costs	£3,000.00	£0.00	£140.40	£2,859.60
3110 Insurance	£7,000.00	£0.00	£76.86	£6,923.14
3120 Association Subscriptions	£7,000.00	£0.00	£6,949.00	£51.00
3122 Stationery	£1,500.00	£0.00	£154.06	£1,345.94
3125 Audit Fee	£3,500.00	£0.00	£875.00	£2,625.00
3130 Postages	£1,000.00	£0.00	£16.20	£983.80
3160 Photocopying Costs	£1,500.00	£0.00	£523.73	£976.27
3165 Advertising	£1,500.00	£0.00	£0.00	£1,500.00
3170 Publications & Licences	£750.00	£0.00	£40.00	£710.00
3175 Website Design	£1,000.00	£0.00	£0.00	£1,000.00
3180 Welsh Language(incl translation)	£500.00	£0.00	£25.61	£474.39
3185 Bank Charges	£100.00	£0.00	£0.00	£100.00
3190 Mobile Telephone	£60.00	£0.00	£9.80	£50.20
3200 Local Voluntary Funding				
3200 Total	£52,500.00	£0.00	£200.00	£52,300.00
3600 Election Expenses	£5,000.00	£0.00	£0.00	£5,000.00
3605 Chairman's Allowance	£1,500.00	£0.00	£0.00	£1,500.00
3610 Members Remuneration IRPW	£6,000.00	£0.00	£0.00	£6,000.00
3615 Repairs, Chain of Office	£500.00	£0.00	£0.00	£500.00
3620 Vice-Chairman's Allowance	£500.00	£0.00	£0.00	£500.00
3625 Conference Fees & Expenses	£500.00	£0.00	£0.00	£500.00
3635 Members Training	£1,000.00	£0.00	£0.00	£1,000.00
3640 Publicity Items	£1,000.00	£0.00	£0.00	£1,000.00
3645 Members Photographs	£150.00	£0.00	£0.00	£150.00
3650 Refreshments	£1,000.00	£0.00	£220.68	£779.32
3705 Wellbeing Projects	£20,000.00	£0.00	£0.00	£20,000.00
4095 Crime & Disorder - Maint of	£2,000.00	£0.00	£0.00	£2,000.00
4105 Playschemes/FoodisFun	£35,000.00	£0.00	£0.00	£35,000.00
6001 Running Costs Grants	£27,500.00	£0.00	£2,500.00	£25,000.00
6005 Grounds Maintenance	£10,000.00	£0.00	£0.00	£10,000.00
6010 Junior Sponsorship Grant (Section 19)	£6,000.00	£0.00	£0.00	£6,000.00
6015 Grant Aid for Community Halls/Facilities	£10,000.00	£0.00	£0.00	£10,000.00
6020 Grants- Misc	£5,000.00	£0.00	£700.00	£4,300.00
6035 Community Hardship Fund	£5,000.00	£0.00	£0.00	£5,000.00
<b>Total Finance, Governance &amp; Policy Committee</b>	<b>£288,900.00</b>	<b>£0.00</b>	<b>£38,157.28</b>	<b>£250,742.72</b>

# Financial Budget Comparison

Comparison between 01/04/24 and 31/05/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/2025	Reserve Movements	Actual Net	Balance
<b>Planning &amp; Environment Committee</b>					
4001	Environmental Awards/Projects	£10,000.00	£0.00	£0.00	£10,000.00
4005	Litter Bins / Doggy Bins	£4,000.00	£0.00	£0.00	£4,000.00
4006	Community Notice Boards	£3,000.00	£0.00	£0.00	£3,000.00
4015	Forest School	£4,500.00	£0.00	£0.00	£4,500.00
4020	Benches	£3,000.00	£0.00	£0.00	£3,000.00
4025	Biodiversity Projects				
4025/1	Biodiversity General	£5,000.00	£0.00	£21.00	£4,979.00
4030	Poetry Trail	£1,000.00	£0.00	£0.00	£1,000.00
4035	Environmental Quiz	£800.00	£0.00	£0.00	£800.00
4055	Woodland Rent	£150.00	£0.00	£67.50	£82.50
4106	Town Improvements	£4,000.00	£0.00	£0.00	£4,000.00
<b>Total Planning &amp; Environment Committee</b>		<b>£35,450.00</b>	<b>£0.00</b>	<b>£88.50</b>	<b>£35,361.50</b>
<b>Events Committee</b>					
3655	Annual Celebration Dinner	£3,000.00	£0.00	£84.41	£2,915.59
5001	Party in the Park	£30,000.00	£0.00	£3,501.00	£26,499.00
5020	Christmas Lights	£15,000.00	£0.00	£455.37	£14,544.63
5025	Christmas Trees	£2,500.00	£0.00	£0.00	£2,500.00
5030	Christmas Cavalcade	£16,000.00	£0.00	£166.54	£15,833.46
5050	Eisteddfod	£6,000.00	£0.00	£51.40	£5,948.60
5065	Additional Events				
5065/1	New Events	£2,750.00	£0.00	£220.00	£2,530.00
5065/2	Photography Competition	£0.00	£0.00	£152.99	£-152.99
5065	Total	£2,750.00	£0.00	£372.99	£2,377.01
5100	Youth Festival - Pontypool Festival	£5,000.00	£0.00	£0.00	£5,000.00
5105	Youth Festival - incl Oversea Airfares	£4,000.00	£0.00	£0.00	£4,000.00
5205	Twinning - Council's Visits	£1,000.00	£0.00	£533.97	£466.03
5305	Youth Council	£0.00	£0.00	£44.10	£-44.10
<b>Total Events Committee</b>		<b>£85,250.00</b>	<b>£0.00</b>	<b>£5,209.78</b>	<b>£80,040.22</b>
<b>Youth Provision</b>					
7001	Youth Provision				
7001/1	Salaries/Partnership Payments	£72,500.00	£0.00	£0.00	£72,500.00
<b>Total Youth Provision</b>		<b>£72,500.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£72,500.00</b>
<b>Total Expenditure</b>		<b>£790,970.00</b>	<b>£0.00</b>	<b>£72,421.07</b>	<b>£718,548.93</b>
Total Income		£758,584.12	£0.00	£256,571.23	£-502,012.89
Total Expenditure		£790,970.00	£0.00	£72,421.07	£718,548.93
<b>Total Net Balance</b>		<b>-£32,385.88</b>		<b>£184,150.16</b>	

## Earmarked/Restricted Reserves - June 2024

Heading	Committee Responsible	Balance
Events	Events	1,237.46
Election Expenses	F, G & P	24,938.24
Repairs (office)		5,000.00
Office Equipment		4,944.58
Twinning Youth Festival		23,305.57
Sponsorship Grants c/f from 31.03.22 Min No 400		6,000.00
<b>Play Equipment</b>	<b>P &amp; E</b>	<b>49,668.00</b>
<b>Notice Boards (purchase and installation)</b>		<b>4,000.00</b>
<b>Biodiversity</b>		<b>2,100.00</b>
<b>Play Equipment - Maintenance 2022 -2027</b>		<b>5,000.00</b>
Youth Project Youth	Youth Provision	3,429.00
Youth Project Reserve 2022/23		17,900.00
Youth Council - Bank account closure		4,390.40
Youth Provision 2023/24		27,500.00
Pontypool Regeneration	F, G & P	197,500.00
<b>Total Earmarked Reserves</b>		<b>376,913.25</b>

AGENDA ITEM 7

**FINANCE, GOVERNANCE & POLICY**

**17<sup>th</sup> JULY 2024**

**LOCAL VOLUNTARY FUNDING**

<b><u>Councillor</u></b>	<b><u>Requested Amount</u></b>	<b><u>Organisation</u></b>	<b><u>Reason</u></b>
Councillor G. E. James	£100	Helping Hands - R -Us	Food supplies
Councillor S. Malson	£200	New Inn Community Craft Club	Sewing machines
Councillor G. E. James, Councillor L. Jones and Councillor C. Price	£1,500  (£500 each)  (PROJECT)	Race AFC	Equipment
Councillor G. E. James And Councillor J. James	£200  (£100 each)	Fowlersfield Allotments Society	Plants and equipment
Councillor M. Ford	£500	Penygarn Primary School	The money will be used to fund extra activities for this years leavers, Covid had a big impact on this cohort and the school wants to make the leavers week extra special for the pupils.
Councillor M. Ford	£500	St Albans RC High Street	The money will be used to help support a school trip for pupils who would not normally be able to afford to go.

Councillor G. E. James, Councillor L. Jones and Councillor R. Matthews	£1,450 (PROJECT) Councillor G. E. James – £450, Councillor L. Jones – £500 and Councillor R. Matthews	Dean Goves Painter and Decorator	Wall of steps and railings from Osbourne Road down to doctors.
Councillor C. Price	£250	Merchant's Hill Baptist Church Craft Club	To purchase a lockable cupboard to store all craft safely. Our current cupboard is very old, very difficult to close and open and is no longer fit for purpose.
Councillor C. Price	£250	Ambulance Support Service	Running costs
Councillor C. Price	£300	Meg Dixon Coaching	Towards running the sessions and kit for the children

**PONTYPOOL COMMUNITY COUNCIL OPERATES UNDER THE GENERAL POWER OF COMPETENCE**

Kerrie Smith

---

Subject: FW: Ysgol Panteg Laser Show

From: Ffrindiau Panteg <[ffrindiau.panteg@outlook.com](mailto:ffrindiau.panteg@outlook.com)>  
Sent: Tuesday, April 9, 2024 2:35 PM  
To: Annette Ambrosen <[AAmbrosen@pontypoolcc.gov.uk](mailto:AAmbrosen@pontypoolcc.gov.uk)>  
Subject: Re: Ysgol Panteg Laser Show

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Hi Annette,

Thank you so much for your reply.

Our base cost for the LaserShow company is £1650, the company is Laserpromo and they've built up a great reputation. Financial support from the committee would be a huge help, and having seen the wonderful events done by the community council we'd also appreciate any advice you have from your experience.

Our feedback from the wider community has been very positive, with a great reception for an alternative approach to fireworks. I know several other schools in the UK have done similar shows with help from their local community committees and their feedback has been overwhelmingly positive.

I'm hoping this event will not only benefits our school community but will raise spirits and encourage community spirit within the wider area.

I'd be more than happy to attend or come meet committee members and answer any questions or provide examples of similar shows. My husband has been kind enough to offer to create a presentation to better show the event and it's benefits.

Thank you again for your support, I look forward to hearing from you.

Catherine  
Ffrindiau Panteg

Sent from my iPhone



Jane Wright

From: Allen, Julian <Julian.Allen@torfaen.gov.uk>  
Sent: 16 May 2024 09:02  
Subject: Nifty Thrifty - School Uniform Event

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

I am looking to run the Nifty Thrifty school uniform event again this year both in the North and South of the borough and as with last year I am expecting donations of uniform to be low. Therefore at last years event this was significantly topped up with new unbranded items and school stationery.

If I have emailed the incorrect person would you be able to forward on within your organisation please, I am happy to complete any application forms, but if you are able to give me an indication if you would be able to support this event with any grant funding that would be appreciated.

Last year over the two events we supported 150 households (reaching 347 Children).

If you are able to let me know by Friday 24<sup>th</sup> May 2024 along with what funding you may be able to support with that will allow me to decide if we will be able to run this event again in early August.

Thank you all in advance for your support with this.

Cofion Cynnes/Kind regards

Julian Allen

Mentor Arweiniol Cyngor ac Arweiniad / Lead Advice and Guidance Mentor

Rheolwr Adeiladu Cymunedau / Building Resilient Communities  
Gofal Cymdeithasol a Thai/ Social Care and Housing  
Torfaen County Borough Council/ Cyngor Bwrdeistref Sirol Torfaen  
Phone/Ffon: 01495 742855  
Mob/Sym: 07951 822017  
Email/Ebost: [julian.allen@torfaen.gov.uk](mailto:julian.allen@torfaen.gov.uk)

Become a facebook friend go to [\(20+\) Nifty Thrifty Torfaen | Facebook](#)

Become a facebook friend go to [\(20+\) Nifty Thrifty Torfaen | Facebook](#)



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F.A. & P. - June  
AGENDA ITEM 8 (iii)

Patron: Dr. Jack Hanbury DL, D.Phil, FSA

Charity Number - 1120930

78 John Jobbins Way  
Pontypool NP4 8EG

Mrs Lisa McMail  
Clerk Pontypool C.C  
35A Commercial St  
Pontypool NP4 6EQ

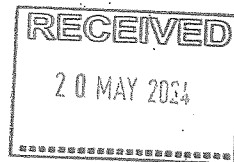
Dear Mrs McMail

Artregen is organising a PLEIN AIRE open air painting competition once again, in Pontypool this June. It was not held during the "Covid Years". Last year, a limited competition was held and it once again attracted competitors. In previous years, the Museum joined us. But not last year. This year, the new manager is helping us with providing the location for judging and an exhibition of the works of the competitors.

We would be very grateful if Pontypool C.C. could award us a contribution to help with the costs. Entry fees help towards the cost, but are insufficient

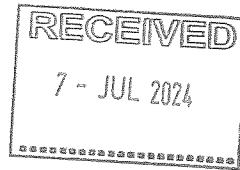
Yours sincerely

Edith Price Trustee of Artregen



AGENDA ITEM 8 (IV)

Clerk to the Council  
Pontypool Community Council  
35a Commercial Street  
Torfaen  
Pontypool  
Torfaen  
NP4 6JQ



4<sup>th</sup> July 2024

Dear Clerk

I hope this letter finds you and your members well.

I am writing to ask if Pontypool Community Council would be able to support us in making a life-changing difference to children and families across Wales living with cerebral palsy this year.

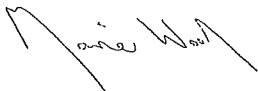
Cerebral Palsy Cymru is a national centre of excellence and the only charity in Wales that provides specialist therapy and support to babies and children living with cerebral palsy.

Cerebral palsy is the most common physical disability in children worldwide and it is estimated that here in Wales every 5 days a baby will be born who will have the condition. Last year was one of our busiest years on record for our specialist early intervention service 'Better Start, Better Future' with 87 new babies referred to us – babies like Arlo whose story you can read on the enclosed document.

Overall, last year we provided over 1,000 life changing therapy sessions to 300 families across Wales. 'Better Start, Better Future' is the only service of its kind in the UK - maximising the opportunity to establish neurological connections that are only possible up to 2 years post-term age and helping children achieve their full potential. It is funded entirely from the funds we raise from our charity shops, fundraising activities and donations from the public – with no support or contribution from the NHS or Welsh government.

We would be so grateful for your support in 2024-2025. By providing a donation, you will be helping to ensure that we are able to provide our specialist services to every family in Wales that needs us.

Thank you in advance for your support,



Marie Wood  
Director of Fundraising & Communications

*Please note that a copy of our 2022/2023 Annual Review is available online in both English and Welsh:  
[www.cerebralpalsycymru.org/annual-reports-and-newsletters](http://www.cerebralpalsycymru.org/annual-reports-and-newsletters)*

4 Gorffennaf 2024

Annwyl Glerc

Gobeithio eich bod chi a'ch aelodau yn iawn.

Rwy'n ysgrifennu i ofyn a fyddai Pontypool Community Council yn gallu ein cefnogi eleni i wneud gwahaniaeth a all newid bywydau i blant a theuluoedd ledled Cymru sy'n byw gyda pharlys yr ymennydd.

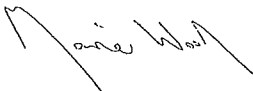
Mae Cerebral Palsy Cymru yn ganolfan ragoriaeth genedlaethol a hi yw'r unig elusen yng Nghymru sy'n cynnig therapi a chymorth arbenigol i fabanod a phlant sy'n byw gyda pharlys yr ymennydd.

Parlys yr ymennydd yw un o'r anableddau corfforol mwyaf cyffredin ymysg plant ledled y byd, ac amcangyfrifir bod babi yn cael ei eni â'r cyflwr bob 5 diwrnod yma yng Nghymru. Y llynedd oedd un o'r blynyddoedd prysuraf erioed i'n gwasanaeth ymyrraeth gynnar arbenigol newydd, 'Dechrau Gwell, Dyfodol Gwell', gydag 87 o fabanod yn cael eu hatgyfeirio atom - babanod fel Arlo y gwnaethoch ddarllen amdano yn y ddogfen amgaeedig.

Y llynedd, gwnaethom ddarparu dros 1,000 o sesiynau therapi trawsnewidiol i 300 o deuluoedd ledled Cymru. 'Dechrau Gwell, Dyfodol Gwell' yw'r unig wasanaeth o'i fath yn y DU ac mae'n achub ar y cyfle i sefydlu cysylltiadau niwrolegol sydd ond yn bosibl hyd at ddyw flynedd ar ôl cyfnod beichiogrwydd llawn ac yn helpu plant i gyflawni eu llawn botensial. Caiff y rhaglen ei hariannu'n gyfan gwbl drwy'r arian rydym yn ei godi drwy ein siopau elusen, gweithgareddau codi arian a rhoddion gan y cyhoedd. Nid yw'n cael unrhyw gymorth na chyfraniadau gan y GIG na Llywodraeth Cymru.

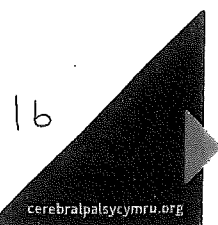
Byddem yn ddiolchgar dros ben am eich cefnogaeth yn 2024-2025. Drwy wneud rhodd, byddwch yn helpu i sicrhau y gallwn ddarparu ein gwasanaethau arbenigol i bob teulu yn Cymru sydd ein hangen.

Diolch ymlaen llaw am eich cefnogaeth,



Marie Wood  
Cyfarwyddwr Codi Arian a Chyfathrebu

*Nodwch fod copi o'n Hadolygiad Blynyddol ar gyfer 2022/2023 ar gael ar-lein yn Gymraeg ac yn Saesneg: [www.cerebralpalsycymru.org/annual-reports-and-newsletters](http://www.cerebralpalsycymru.org/annual-reports-and-newsletters)*



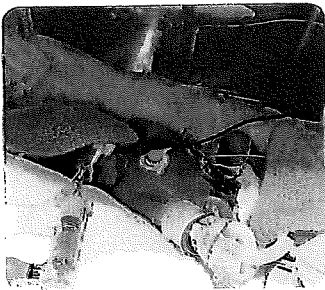
## Arlo's story

Arlo is one of the 87 new babies who were referred to our specialist early intervention service 'Better Start, Better Future' last year. Below, his mum Laura shares his story with us.

"We first heard about Cerebral Palsy Cymru whilst Arlo was on the Neonatal Unit at the University Hospital of Wales. Several of our consultants had advised us to self-refer Arlo to the charity's specialist early intervention programme 'Better Start, Better Future' to help give Arlo the best possible start in life.

We decided to call our son 'Arlo' after Disney's 'The Good Dinosaur' as it fits with what we were hoping for our boy after my waters ruptured at 23 weeks gestation – that he may be born into the world small but grow into a strong, healthy boy.

I went into labour at 26 weeks, and I remember being rushed down to theatre. Arlo was born not long after that, weighing a tiny 960g. To hear the smallest little cry from someone so small is something that I simply cannot put into words.



Arlo was then taken to the Neonatal Unit and put on a ventilator. I waited hours to see him and when I was eventually wheeled up to the unit, he was on 100% oxygen and nitric oxide. In the following days, weeks and months on the unit several of his health issues came to light. He developed a grade 4 IVH, a large PDA, metabolic disease and chronic lung disease, as well as treated for sepsis meningitis. Following discharge, the neonatal outreach team came to do a routine head circumference and found Arlo's head had grown bigger than normal and following a scan we found he had developed hydrocephalus. Arlo was admitted as a medical emergency where he underwent brain surgery to have a VP shunt fitted to help drain fluid from his brain. Since this has happened, Arlo now has been diagnosed with global development delay.

We feel as time progresses, his issues are starting to come to light, but he is the happiest little human.

Our first session at Cerebral Palsy Cymru was such an eye opener. There were so many happy, smiling faces that greeted you as soon as you walk in who genuinely just want to help. We learnt so many new things to try with Arlo in our first session alone such as handling and movement.



Thanks to 'Better Start, Better Future' Arlo has progressed so much. He is now able to tolerate tummy time a little better and is interacting with us more – it was actually the physiotherapy team at Cerebral Palsy Cymru that picked up on his irregular eye movement and referred us to see ophthalmology.

'Better Start, Better Future' has helped us as a family to be more positive and has helped us explore different physiotherapy techniques so we can help Arlo the best we can. My husband and I would like to thank the whole team at Cerebral Palsy Cymru from the bottom of our hearts for all the love and support that they have shown us. They were the light that we needed at a dark time in our lives."

**'Better Start, Better Future' is currently 100% funded from our fundraising and retail activities. However, this is not sustainable in the face of rising costs and demand for our services. Your donation will help fund this vital service which provides specialist therapy and support to over 300 families free of charge every year across Wales.**

**Together, we can continue to make a positive difference to families like Arlo and Laura.**



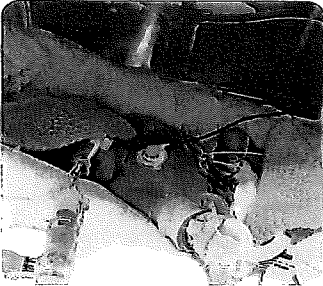
## Stori Arlo

Mae Arlo yn un o'r 87 o fabanod newydd a gafodd eu cyfeirio at ein gwasanaeth ymyrraeth gynnar arbenigol, 'Dechrau Gwell, Dyfodol Gwell', y llynedd. Mae ei fam, Laura, yn rhannu ei stori â ni isod

"Fe glywsom ni gyntaf am Cerebral Palsy Cymru pan roedd Arlo yn yr Uned Newyddenedigol yn Ysbyty Athrofaol Cymru. Roedd sawl meddyg ymgynghorol wedi ein cynghori i gyfeirio Arlo at raglen ymyrraeth gynnar arbenigol yr elusen, 'Dechrau Gwell, Dyfodol Gwell', er mwyn helpu i roi'r dechrau gorau posibl iddo mewn bywyd.

Gwnaethon ni benderfynu galw ein mab yn 'Arlo' ar ôl fffilm 'The Good Dinosaur' gan Disney gan ei fod yn cyd-fynd â'n gobeithion ar gyfer ein mab ar ôl i'm dŵr dorri ar ôl 23 wythnos o feichiogrwydd. Hynny yw, efallai y bydd yn cyrraedd y byd yn fach ond y bydd yn tyfu i fod yn fachgen cryf ac iach.

Dechreuodd y poenau esgor pan roeddwn yn 26 wythnos ac rwy'n cofio cael fy rhuthro i lawr i'r theatr. Cafodd Arlo ei eni yn fuan wedi hynny, yn pwyso dim ond 960g. Mae'n amhosibl disgrifio'r teimlad o glywed y gri leiaf gan rywun mor fach.



Cafodd Arlo ei gludo wedyn i'r Uned Newyddenedigol a'i roi ar beiriant anadlu. Arhosais am oriau i'w weld a phan gefais fynd i fyny i'r uned i'w weld o'r diwedd, roedd yn cael 100% o ocsigen ac ocsid nitrig. Dros y diwrnodau, yr wythnosau a'r misoedd nesaf ar yr uned, daeth sawl problem iechyd i'r amlwg. Datblygodd IVH gradd 4, PDA mawr, clefyd metabolig a chlefyd cronig yr ysgyfaint, a chafodd ei drin hefyd am lid yr ymennydd sepsis. Ar ôl iddo gael ei ryddhau, daeth y tîm allgymorth newyddenedigol i'w weld i fesur cylchedd ei ben, fel sy'n arferol, a gwelsant fod pen Arlo wedi tyfu'n fwy na'r cyffredin ac ar ôl iddo gael sgan, cawsom wybod ei fod wedi datblygu hydroseffalws. Cafodd Arlo ei anfon i'r ysbyty fel argyfwng meddygol a chafodd lawdriniaeth ar ei ymennydd i osod siynt VP er mwyn helpu'r hylif i ddraenio o'i ymennydd. Ers hynny, mae Arlo bellach wedi cael diagnosis o oedi datblygiadol cyffredinol.

Wrth i amser fynd heibio, rydyn ni'n teimlo bod ei broblemau yn dechrau dod i'r golwg, ond mae'n hapus iawn ei fyd. Roedd ein sesiwn gyntaf gyda Cerebral Palsy Cymru yn agoriad llygad go iawn. Mae cymaint o wynebaw hapus yn eich croesawu wrth i chi gerdded i mewn ac mae pawb wir am helpu. Gwnaethon ni ddsygu cymaint o bethau newydd i roi cynnig arny'n nhw gydag Arlo yn ein sesiwn gyntaf yn unig, fel codi a chario, a symudiadau.



Diolch i 'Dechrau Gwell, Dyfodol Gwell', mae Arlo wedi gwneud cymaint o gynydd. Erbyn hyn, mae'n fwy cyfforddus yn treulio amser ar ei fol ac mae'n rhyngweithio mwy â ni. Y tîm ffisiotherapi yn Cerebral Palsy Cymru wnaeth sylwi ar ei symudiadau llygaid afreolaidd a'n hatgyfeirio at gymorth offthalmoleg.

Mae 'Dechrau Gwell, Dyfodol Gwell' wedi ein helpu ni fel teulu i fod yn fwy positif ac wedi ein helpu i roi cynnig ar dechnegau ffisiotherapi gwahanol fel y gallwn roi'r help gorau i Arlo. Hoffai fy ngŵr a minnau ddiolch o waelod calon i'r tîm cyfan yn Cerebral Palsy Cymru am yr holl gariad a chefnogaeth maen nhw wedi'u dangos inni. Nhw oedd y golau roedd ei angen arnon ni ar adeg dywyll iawn yn ein bywydau."

Ar hyn o bryd, caiff rhaglen 'Dechrau Gwell, Dyfodol Gwell' ei hariannu'n gyfan gwbl drwy ein gweithgareddau codi arian a manwerthu. Fodd bynnag, nid yw hyn yn gynaliadwy yn wyneb cynnydd mewn costau a'r galw am ein gwasanaethau. Bydd eich rhodd yn helpu i ariannu'r gwasanaeth hanfodol hwn sy'n darparu therapi a chymorth arbenigol am ddim i fwy na 300 o deuluoedd ledled Cymru bob blwyddyn.

Gyda'n gilydd, gallwn barhau i wneud gwahaniaeth cadarnhaol i deuluoedd fel un Arlo a Laura.



18

**Finance, Policy & Governance Committee**

**Wednesday 11 July 2024**

**Website Support Costs 2023/24**

**1.0 Purpose of Report**

- 1.1 To provide an overview of the website support costs associated in ongoing support to the staff and the website as a whole.

**2.0 Background**

- 2.1 The website was developed with 3 main purposes in mind – easy public access to Council Minutes/Agendas, sharing information about the Councillors and Governance procedures, and promoting relevant Community Information and Events. Since the launch there has been over 12,000 views, it has achieved Highly Commended at the One Voice Wales Awards and is often used as the go-to example of a modern town/community council website by Webjects.
- 2.2 We initially took ownership of the website in December 2023. The support package was integral in training staff in uploading key documents based on legal requirements and using the news post, whilst also giving necessary backend support ensuring the website remains patched, secured and up-to-date. The support also allowed for a greater level of creativity and public interaction, with support being provided to create new elements such as the Easter egg hunt and Eco Quiz and ensure the website was a positive promotion of the Council.
- 2.3 The support costs were agreed for an initial 6 month period in 2023/24 budget setting process at £120 per month until August 2024, when a review was agreed to take place.
- 2.4 The Clerk and Projects & Events Manager met with Webjects on 26<sup>th</sup> June 2024 to discuss support options and costs for Pontypool's website, proposing a reduction in the monthly maintenance charge of £120 based on improved proficiency.
- The meeting emphasised the importance of specific support for unique website features, experimentation for improvement, and quick response times for continued support.
- 2.5 It is noted that a reduced monthly cost of **£80** has been offered to the Council for this service.

2.6 Members should be mindful that this reduction is due to the excellent knowledge and considerable time the Projects and Events team have put into building a knowledge base.

**3.0 Budget:**

3.1 An original budget of £1000 was allocated, to include £120 for 6 months, nominal code 3175 – Website Design.

3.2 The total spend to date up to August 2024 is anticipated at £600 (£120 x 5).

3.2 The increase in budget spend if the contract is allowed to continue for 2024/25 is anticipated to total £160.

**4.0 Recommended:**

4.1 It is recommended to Council that a monthly contract be accepted of £80 per month to enable support for the website from Webjects to continue.

4.2 If agreed, this amount also needs to be built into our budget setting processes for future years.

Lisa McMail - Clerk  
27/06/2024