

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE FINANCE,  
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY  
COUNCIL HELD ON WEDNESDAY 2 JULY 2025**

**NB: Full minutes will be published in due course**

**In attendance:**

Councillor: Lizzie Hunt (in the Chair)#

and Councillors: Jon Horlor\*, Lynda Clarkson#, Gaynor James#,  
Lisa Jones\*, Nick Jones\*, Richard Overton#,  
Caroline Price\*, Nathan Warren\*

Officers: Kerrie Smith#, (Deputy Clerk, Minute Taker),  
Cindy Challenger#, (Finance Manager)

\* Attending remotely via Microsoft Teams

# Attending physically in the Council Chamber

	<b><u>FINANCE ITEMS</u></b>	
109.	<p><b><u>Recording of Meeting</u></b></p> <p>Members agreed that the Council meeting could be recorded for minute taking purposes.</p>	
110.	<p><b><u>Apologies for absence</u></b></p> <p>Apologies were received from Councillor(s) Nick Byrne and Allan Peploe.</p>	
111.	<p><b><u>Declarations of Interest</u></b></p> <p>Councillor(s) L Clarkson, J Horlor, G James and C 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.</p> <p><b><u>RECOMMENDED*</u></b>: that the declarations of interest be recorded.</p>	KS
112.	<p><b><u>Schedule of Receipts and Payments</u></b></p> <p>The Committee was asked to approve the schedule of receipts and payments for May 2025. These payments have previously</p>	

	<p>been authorised by the Committee Chair and Cllr G James and checked for accuracy by the Finance Manager.</p> <p><b><u>RECOMMENDED*</u></b>: that the receipts and payments for May 2025 as shown in the report, be approved noting the information.</p>	CC
113.	<p><b><u>Use of Credit Card</u></b></p> <p>The Committee was requested to approve the credit card payments covering 16 April 2025 to 7 May 2025 and 20 May to 9 June 2025.</p> <p><b><u>RECOMMENDED</u></b>: that the payments made on the Council’s credit card, as shown in the report for the above periods, be approved.</p>	CC
114.	<p><b><u>Financial Comparison and Earmarked Reserves</u></b></p> <p>The Committee was requested to consider the financial comparison report and earmarked reserves to the 31.05.25.</p> <p><b><u>RECOMMENDED*</u></b>: that the that the financial comparison reports and earmarked reserves be approved.</p>	CC
115.	<p><b><u>Local Voluntary Funding (LVF)</u></b></p> <p>The Committee was requested to approve the Local Voluntary Funding (LVF) applications in agenda item 7.</p> <p>The Chair stated that all applications had been checked and vetted by the Finance Manager.</p> <p><b><u>RECOMMENDED*</u></b>: the LVF applications as outlined in agenda item 7 be approved.</p>	CC
116.	<p><b><u>Grounds Maintenance Grants</u></b></p> <p>The Chair informed the meeting that the budget available is £11,000 and there has been a total of 19 applications (26 pitches in total) from the following Clubs:</p> <ul style="list-style-type: none"> <li>(i) Fairfield Mini and Juniors</li> <li>(ii) Fairfield United AFC</li> <li>(iii) Panteg House Bowls Club</li> <li>(iv) Garndiffaith Joint Bowling Club</li> <li>(v) Garndiffaith RFC)</li> </ul>	

	<ul style="list-style-type: none"> <li>(vi) Griffithstown Junior Football Club</li> <li>(vii) New Inn AFC</li> <li>(viii) New Inn Juniors and Youth AFC</li> <li>(ix) New Panteg RFC</li> <li>(x) Panteg Cricket Club</li> <li>(xi) Panteg Park Bowls Club</li> <li>(xii) Pontnewynydd AFC</li> <li>(xiii) Pontnewynydd Cricket Club</li> <li>(xiv) Pontypool AFC</li> <li>(xv) Pontypool United RFC</li> <li>(xvi) Race Association Football Club</li> <li>(xvii) Sebastopol AFC</li> <li>(xviii) Tranch AFC</li> <li>(xix) West Mon RFC</li> </ul> <p>The Chair proposed that each Club be given £450.00 per pitch. All unanimously agreed.</p> <p><b><u>RECOMMENDED*</u></b>: that:</p> <ul style="list-style-type: none"> <li>(i) the Clubs listed above are awarded £450.00 per pitch towards their grounds maintenance costs.</li> </ul>	CC/AA
117.	<p><b><u>Junior Sports Club Grants</u></b></p> <p>The Chair informed the meeting that there is £11,000 in this year's budget for Junior Sports Clubs and that the application form specifically asks them how much funding they require. All unanimously agreed that the Clubs receive the funding amounts stated on their application forms,</p> <p><b><u>RECOMMENDED*</u></b>: that the Juniors Sports Clubs listed below be awarded the following funding mounts stated on their application forms:</p> <ul style="list-style-type: none"> <li>(i) Fairfield AFC</li> <li>(ii) Garndiffaith RFC</li> <li>(iii) Griffithstown Junior Football Club</li> <li>(iv) New Inn Juniors and Youth AFC</li> <li>(v) Panteg AFC</li> <li>(vi) Panteg Cricket Club</li> <li>(vii) Pontypool Town AFC</li> <li>(viii) Sebastopol Juniors AFC</li> <li>(ix) Talywain RFC Mini and Juniors</li> </ul>	CC/AA

118.	<p><b><u>Requests for Financial Assistance</u></b></p> <p>The Committee received a request for financial assistance and agreed that a grant of £500.00 be awarded to Hope Rescue.</p> <p><b><u>RECOMMENDED*</u></b>: that Hope Rescue be awarded £500.00.</p>	CC/AA
119.	<p><b><u>Thank you letter(s)</u></b></p> <p>The Committee received thank you letter(s) from:</p> <p style="padding-left: 40px;">(i) Wales Air Ambulance</p> <p>The Committee stated that it was very nice that they had acknowledged the Council for the financial donations.</p> <p><b><u>RECOMMENDED*</u></b>: that the Committee welcome the gratitude shown in relation to the financial donations awarded.</p>	
120.	<p><b><u>One Voice Wales Constitution and Governance Framework</u></b></p> <p>The Committee received a copy of the revised Constitution and Governance Framework from One Voice Wales. The deadline date for any amendments need to be sent to One Voice Wales by 5.00pm on 15 August 2025 and the changes will be formally adopted at an Extraordinary General Meeting on Wednesday 3 September 2025 at 4.00pm. Cllr S Senior is the Council's representative.</p> <p><b><u>RECOMMENDED*</u></b>: that:</p> <p style="padding-left: 40px;">(i) the changes in the Constitution be noted and put into practice;</p> <p style="padding-left: 40px;">(ii) any amendments to be sent to One Voice Wales by 5.00pm on 15 August 2025;</p> <p style="padding-left: 40px;">(iii) the Deputy Clerk to send the details of the Extraordinary Meeting on 3 September 2025 to Cllr S Senior.</p>	KS
121.	<p><b><u>Biodiversity and Sustainability</u></b></p> <p>How has this meeting contributed to the Council's duty to maintain and enhance biodiversity and promote the resilience of ecosystems?</p>	

	<p><b>RECOMMENDED*:</b> the grounds maintenance and junior sports club application forms have biodiversity and wellbeing statements, the meeting was hybrid and the agenda was sent electronically.</p>	
	<p><b>The recording of the Council meeting was stopped at this point.</b></p>	

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

Signed by the Chair.....

**PONTYPOOL COMMUNITY COUNCIL**  
**CYNGOR CYMUNED PONT-Y-PŴL**  
**DECLARATIONS OF INTEREST DECLARED**

**MEETING: FINANCE, GOVERNANCE AND POLICY**

**DATE: 2 JULY 2025**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Councillor Lynda Clarkson	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 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 E Hunt	A personal interest in agenda item 8 (Griffithstown Junior Football Club).	
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 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.	

**FINANCE, GOVERNANCE & POLICY COMMITTEE**

**2<sup>ND</sup> JULY 2025**

**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 N. Byrne	£500.00	Penygarn & Trevethin Football Club	For pitch maintenance including fuel for mower, marking paint, changing room hygiene.
Councillor R. Matthews	£500.00	After The Bell Children's Centre	We are looking to take a trip in the summer holidays for the kids. It would be used for payment towards a bus.
Councillor G. James	£500.00 (PROJECT)	Gypsy and Traveller Association	Provide enhanced transition opportunities and encourage families and pupils to stay in mainstream education and not remove children from role.

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