

**QUICKNOTES OF A MULTI-LOCATION MEETING OF THE FINANCE,
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY
COUNCIL HELD ON WEDNESDAY 10 JANUARY 2024**

In attendance:

Councillor Nick Bryne (in the Chair)

and Councillors: #G James, M Ford, J James, C Price and *J Horlor

Officers: L McMail (Clerk) and C Challenger (Finance Manager)

* 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
363.	<p><u>Apologies for Absence</u> Councillor E Hunt gave apologies for absence.</p>	
364.	<p><u>Declarations of Interest</u> Councillors: N Byrne, G James, J Horlor, J 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 style="text-align: center;"><u>RECOMMENDED:</u> that the above declarations be noted.</p>	
365.	<p><u>Schedule of Receipts and Payments</u> The committee was asked to approve the Schedule of receipts and payments for October 2023.</p> <p style="text-align: center;"><u>RECOMMENDED:</u> that the receipts and payments for October 2023 be approved.</p>	CC
366.	<p><u>Use of Credit Card</u> The committee was requested to approve the credit card payments the period of 17 October – 8th November 2023.</p> <p style="text-align: center;"><u>RECOMMENDED:</u> that the credit card payments covering 17 October – 8th November 2023 be approved.</p>	CC
367.	<p><u>Financial Budget Comparison with Reserves</u></p>	

	<p>(i) The committee was requested to receive and consider the financial monitoring report to the end of October and the earmarked reserves.</p> <p>(ii) A review of the budget to 31 October 2023 of the current spend to date for 2023/24. No revisions were necessary.</p> <p>RECOMMENDED: (i) that the financial monitoring report to the end of October and the earmarked reserves be received.</p> <p>(ii) that the budget to 31 October 2023 of the current spend to date for 2023/24 be received.</p>	
368.	<p>Grant Aid</p> <p>The committee considered the following requests for financial assistance via grant aid. The Finance Manager indicated that there was £9500 remaining in the budget and that an application from Brynteg had still not been received.</p> <p>It was agreed that each organisation would receive £800 and that if Brynteg Community Hall returned their application they would also receive the funding.</p> <ul style="list-style-type: none"> (i) Coedwedd Community Hub, Garndiffaith (ii) Cwmavon Village Hall (iii) Garndiffaith Community Association (iv) Victoria Village Community Hall (v) Pontymoile Community Hall (vi) Talywain Community Hall (vii) Varteg Community Centre (viii) St Johns Ambulance (ix) Panteg House (x) New Inn Community Hall (xi) Pontymoile OAP Club <p>RECOMMENDED: that each organisation receive £800 and that Brynteg Community Hall also receive this amount if the form is returned.</p>	CC
369.	<p>Local Voluntary Funding</p> <p>The Committee were asked to approve the attached Local Voluntary Funding applications.</p> <p>The Finance Manager stated that the amount £200 was omitted from the list for Tidy Butt. Councillor N Byrne confirmed that £200 was to be awarded to Tidy Butt.</p> <p>RECOMMENDED: that the LVF applications as outlined in the appendix be approved and the</p>	CC

	<p>amendment of £200 for Tidy Butt for Cllr N Byrne be noted.</p>	
370.	<p><u>Financial Requests</u> The committee received the following financial requests from:</p> <ul style="list-style-type: none"> (i) Noah’s Ark Childrens Hospital Charity (ii) Urdd National Eisteddfod 2024 <p>It was agreed that the Noah’s Ark Children’s Hospital be award a grant of £500 and that the Urdd Eisteddfod 2024 be awarded a grant of £200.</p> <p><u>RECOMMENDED:</u> (i) that the Noah’s Ark Children’s Hospital be awarded £500. (ii) that the Urdd Eisteddfod 2024 be awarded £200.</p>	
371.	<p><u>Purchase of PA System</u> The Committee received a report from Councillor J James regarding purchasing a professional PA System for Council events and the quotations thereon.</p> <p>It was agreed that the report be received and that the Council proceed with the purchase from PMT (Play Music Today) at a cost of £1273.34 as this was a professional company and would offer a more efficient guarantee.</p> <p><u>RECOMMENDED:</u> that the Council purchase the pa system from PMT at a cost of £1273.34.</p>	CC
372.	<p><u>Independent Remuneration Panel Wales Draft Report</u> The committee received the draft report from the Independent Remuneration Panel.</p> <p><u>RECOMMENDED:</u> that the draft report from the Independent Remuneration Panel be received and the information noted.</p>	
373.	<p><u>Letters of Thanks</u> The Committee received thank you letters from the following organisations:</p> <ul style="list-style-type: none"> (i) Royal Ordnance Fellowship (ii) Pit Ponies Sanctuary <p><u>RECOMMENDED:</u> that the thank you letters listed above be received.</p>	

374.	<p><u>POLICIES</u></p> <p>The committee reviewed the following policies.</p> <ul style="list-style-type: none">a) Artificial Intelligence Policyb) Retention of Documents Guidance – NALCc) Press Relations Policy – annual reviewd) Social Media Policy – 6 monthly review <p><u>RECOMMENDED:</u> that the above policies be received and noted.</p>	
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Signed by the Chair

