

**MINUTES OF A MULTI-LOCATION MEETING OF THE FINANCE,
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY
COUNCIL HELD
ON WEDNESDAY 17TH JULY 2024**

In attendance:

Councillor: Lizzie Hunt (in the Chair)#

and Councillors: Jon Horlor*, Gaynor James*, Richard Overton#,
Caroline Price*, Nathan Warren*

Also in attendance: Councillor Lisa Jones*

Officers: Kerrie Smith (Deputy Clerk, Minute Taker)#,
Cindy Challenger (Finance Manager)*, Annette
Ambrosen (Finance Support Officer)# and Rebecca
Cronin (Health and Safety Lead)#

* Attending remotely via Microsoft Teams
Attending physically in the Council Chamber

124.	<p><u>Recording of Meeting</u></p> <p>Members agreed that the Council meeting could be recorded for minute taking purposes.</p>	
125.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Councillors Nick Byrne and Anne Gunter.</p>	KS
126.	<p><u>Declarations of Interest</u></p> <p>Councillor(s) Jon Horlor, Gaynor James and Caroline 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>Councillor Lizzie Hunt declared a personal interest in agenda item No. 11, Junior Sports Club Grants as her son attends Griffithstown JFC.</p> <p><u>RECOMMENDED:</u> that the declarations of interest be recorded.</p>	KS/ CP

127.	<p><u>Schedule of Receipts and Payments</u></p> <p>The Committee was asked to approve the schedule of receipts and payments for May 2024. These payments have previously been authorised by the committee Chair and Cllr GJ and checked for accuracy by the Clerk.</p> <p><u>RECOMMENDED*</u>: that the receipts and payments for May 2024, as shown in the report, be approved noting the information.</p>	CC
128.	<p><u>Use of Credit Card</u></p> <p>The Committee was requested to approve the credit card payments covering 10 April 2024 to 2 May 2024. Members were asked to note that the breakdown of credit card purchases from 14 May to 4 June 2024 was omitted from the original agenda due to a scanning issue and that a copy had been sent to Members on 16 July 2024.</p> <p><u>RECOMMENDED*</u>: that the payments made on the Council's credit card, as shown in the report for the above periods, be approved.</p>	CC
129.	<p><u>Financial Budget Comparison and Earmarked Reserves</u></p> <p>The Committee was requested to consider the financial monitoring report and earmarked reserves to the 31 May 2024.</p> <p><u>RECOMMENDED*</u>: that the financial monitoring report and earmarked reserves be approved.</p>	CC
130.	<p><u>Local Voluntary Funding (LVF)</u></p> <p>The Committee were 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 staff.</p> <p><u>RECOMMENDED*</u>: that the LVF applications as outlined in agenda item 7 be approved.</p>	CC
131.	<p><u>Request for Financial Assistance</u></p> <p>The Committee received requests for financial assistance and</p>	

	<p>agreed that a grant of:</p> <ul style="list-style-type: none"> (i) £500 be awarded to Ysgol Panteg PTA (ii) £500 be awarded to Nifty Thrifty (iii) This item be deferred until September's meeting so that Art Regen could supply the information required (iv) £200 be awarded to Cerebal Palsy Cymru <p>The Finance Support Officer stated that Art Regen's Treasurer is on holiday, therefore the information requested had not been received.</p> <p><u>RECOMMENDED*</u>: that the clubs listed above receive the relevant donations.</p>	<p>CC/ AA</p> <p>CC</p>
132.	<p><u>Radon Monitoring</u></p> <p>The Health and Safety Lead informed the meeting that Radon monitors had been placed in the basement and ground floor of the building as the readings were higher in the basement than they had been in the past.</p> <p>There are regulations for radon and if the levels are over 300 then the Health and Safety Executive needs to be notified and this has been completed. It has been suggested that if the levels are that high in the basement that the next level up should be monitored.</p> <p>Monitors have now been placed on the 1st floor and they will be sent back after 10 days. More monitors have been placed in the basement and they will remain in place for 3 months. The cost associated is £220 for the 4 monitors in the basement and £220 for the 4 monitors on the first floor and this came out of the maintenance budget.</p> <p>The latest readings showed 540 and is quite high and higher than the levels in the past. No one should spend more than 1 hour per week or 52 hours in any year in the basement.</p> <p><u>RECOMMENDED*</u>: that the</p> <ul style="list-style-type: none"> (i) £440 for 8 monitors be funded from the maintenance budget (ii) Clerk be given plenary powers to approve the anticipated works in conjunction with the Chair and Vice Chair of Establishment Committee 	<p>LM/ RC</p>

	(iii) Clerk presents a report to Establishment Committee in September 2024.	LM
133.	<p><u>Applications for assistance towards Core Funding</u></p> <p>The Chair informed the meeting that 8 applications had been received for core funding and that there is £25,000 in the budget and proposed that the organisations be awarded the same amount of funding as last year. All unanimously agreed:</p> <p><u>RECOMMENDED*</u>: that the payments be made as follows:</p> <ul style="list-style-type: none"> (i) St David’s Hospice Care - £1,000 (ii) TOGs Centre - £3,000 (iii) Hope GB - £3,000 (iv) Pontypool Pacers Heart Support Group - £1,000 (v) Age Connects Torfaen - £3,000 (vi) Torfaen Museum Trust - £8,000 (vii) Llantarnam Grange Arts Centre - £3,000 (viii) Citizens Advice - £3,000 	CC
134.	<p><u>Grounds Maintenance and Junior Sports Club Grants</u></p> <p>The Chair informed the meeting that there is £6,000 in this year’s budget and £6,000 from last year’s budget for Junior Sports Clubs and proposed that they each be given £1,000 and the remaining £1,000 be moved over to the grounds maintenance budget.</p> <p>There has been a total of 18 applications (26 pitches in total). The Chair proposed that each Club be given £450 per pitch up to 2 pitches and the 2 Clubs with 3 pitches be given an extra £100 each. All unanimously agreed.</p> <p><u>RECOMMENDED*</u>: that:</p> <ul style="list-style-type: none"> (i) the Juniors Sports Clubs listed below be awarded the £1,000 each: <ul style="list-style-type: none"> • Cwmffrwdoer Sports Club • Panteg AFC • Sebastopol Juniors AFC • Race AFC under 16 • Griffithstown Junior Football Club • Talywain RFC Mini and Juniors • New Inn Juniors and Youth AFC • Panteg Cricket Club Junior Section 	CC

	<ul style="list-style-type: none"> • Pontypool Town AFC • Fairfield United AFC Mini and Juniors • New Panteg RFC <p>(ii) the Clubs listed below be awarded £450 towards their grounds maintenance costs if they have up to 2 pitches and a further £100 if they have up to 3 pitches:</p> <ul style="list-style-type: none"> • Penygarn and Trevethin AFC • Talywain RFC • West Mon RFC • Panteg House Bowls Club • Fairfield United Juniors and Minis AFC • Cwmffrwdroer Sports Club • Fairfield United AFC • Garndiffaith Joint Bowls Club • Pontypool Town AFC • Race Association Football Club • Sebastopol Juniors AFC • Panteg Cricket Club • Griffithstown Junior Football Club • New Inn AFC • Pontnewynydd AFC • New Inn Juniors and Youth AFC • Panteg Park Bowls Club • New Panteg RFC 	CC
135.	<p><u>Webjets Maintenance Agreement</u></p> <p>The Committee were asked to consider the report outlining reduced monthly cost of £80.00 which had been offered to the Council from Webjets for ongoing maintenance and support.</p> <p><u>RECOMMENDED*</u>: that the £80.00 per month be approved to enable maintenance and support for the website from Webjets to continue and that the amount will be built into the budget setting processes for future years.</p>	CC

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

Signed by the Chair

FINANCE, GOVERNANCE & POLICY**17th JULY 2024****LOCAL VOLUNTARY FUNDING**

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>
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	£1,450 (PROJECT) Councillor	Dean Goves Painter and Decorator	Wall of steps and railings from Osbourne Road down to doctors.

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>
and Councillor R. Matthews	G. E. James – £450, Councillor L. Jones – £500 and Councillor R. Matthews		
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**