QUICK NOTES OF A MULTI-LOCATION MEETING OF THE FINANCE, GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL HELD ON WEDNESDAY 7 OCTOBER 2026

NB: Full minutes will be published in due course

In attendance:

Councillor:	Nathan Warren# (Chair)
and Councillors:	Lynda Clarkson*, Gaynor James*, Lisa Jones#, Nick Jones*, Rosemary Matthews#, Allan Peploe*, Caroline Price*
Officers:	Cathryn Drew#, Clerk Cindy Challenger*, Finance Manager

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

	FINANCE ITEMS	
217.	**Recording of Meeting** Members agreed that the Council meeting could be recorded for minute taking purposes.	
218.	**Apologies for absence** Apologies were received from Councillor(s) Nick Byrne, Jon Horlor, Lizzie Hunt and Richard Overton.	
219.	**Declarations of Interest** Councillor(s) Lynda Clarkson, Gaynor James, Rosemary Matthews and Caroline Price declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they are members of TCBC, as well as being members of Pontypool Community Council. Councillor Rosemary Matthews declared a personal interest in agenda item 9(ii). **RECOMMENDED*:** that the declarations of interest be recorded.	KS/CP

220.	**Schedule of Receipts and Payments** The Committee was asked to approve the schedule of receipts and payments for August 2026. These payments have previously been authorised by the Committee Chair, Vice Chair and Councillor G James and checked for accuracy by the Clerk and Finance Manager. **RECOMMENDED*:** that the receipts and payments for August 2026 as shown in the report, be approved noting the information.	CC
221.	**Use of Credit Card** The Committee was requested to approve the credit card payments covering 11 July 2026 to 5 August 2026. **RECOMMENDED*:** that the payments made on the Council's credit card, as shown in the report for the above periods, be approved.	CC
222.	**Financial Comparison and Earmarked Reserves** The Committee was requested to consider the financial comparison report and earmarked reserves to the 31 August 2026. **RECOMMENDED*:** that the financial comparison reports and earmarked reserves be approved.	CC
223.	**Local Voluntary Funding (LVF)** The Committee was requested to approve the Local Voluntary Funding (LVF) applications in agenda item 7. The Chair stated that the applications had been checked and vetted by the Finance Manager. **RESOLVED:** that the LVF applications as outlined in agenda item 7 be approved.	CC/AA
224.	**Additional Grounds Maintenance Pitch Payment** The Committee received a report to approve an extra pitch payment to Penygarn and Trevethin FC for the sum of £315.75. **RECOMMENDED*:** that the Committee approve the second pitch payment of £315.75 to Penygarn and Trevethin FC from the grounds maintenance budget.	CC

225.	**Requests for Financial Assistance** The Chair informed the meeting that requests for financial assistance has been received from: (i) Pickle Belles (ii) Friends of Pontypool Town (iii) Young Carers' Wellbeing Group (iv) Wales Air Ambulance (v) Talygarn Community Mental Health Group (vi) Ysgol Gymraeg Gwynllyw **RECOMMENDED*:** that: (i) Pickle Belles be awarded £500.00 from the wellbeing budget. (ii) Friends of Pontypool Town – meeting to be arranged to gather further information. (iii) Young Carers' Wellbeing Group be awarded £109.00 from the wellbeing budget. (iv) Wales Air Ambulance be awarded £1,000 from the general grants budget. (v) Talygarn Community Mental Health Group – to be contacted for further information. (vi) Ysgol Gymraeg Gwynllyw – to be contacted for further information.	CC CD CC/AA CC AA AA
226.	**2025/2026 Audit** The Clerk informed the meeting that the Council has received the results of the 2025/2026 audit. **RECOMMENDED***: that the audit report be received at Full Council on 28 October 2026 for approval.	CD
227.	**Draft Annual Remuneration Report 2027/2028** The Committee received a copy of the draft Annual Remuneration Report 2027/2028 and the Clerk advised that all comments on the draft determinations need to be returned by 17 December 2026 at the latest. The Finance Manager advised that there are no changes, the information is the same as last year. **RECOMMENDED*:** that the information is noted.	

228.	**Community Events** Discussion took place regarding community events and a policy to be developed to make sure that all of the funding requests are dealt with appropriately and within the correct parameters. **RECOMMENDED*:** that the Clerk identify if similar policies are being used and to draft a policy for the Council.	CD
229.	**Acknowledgement** The Committee received and noted the thank you letter/acknowledgement from Llantarnam Grange. **RECOMMENDED*:** that the information be noted.	
230.	**POLICY ITEMS** **To review the following policies/criteria:** Members were asked to review the following:- (i) Fixed Asset Register Policy (ii) Freedom of Information Publication Scheme Policy (iii) Internet Banking Policy (iv) Meetings Policy (v) Reserves Policy (vi) Twinning Policy (vii) Welsh Language Policy The Clerk informed the Committee that all amendments/ changes have been highlighted yellow within the documents for ease of reference. **RECOMMENDED*:** that the above policies be approved.	CD/KS
231.	**Biodiversity and Sustainability** How has this meeting contributed to the Council's duty to maintain and enhance biodiversity and promote the resilience of ecosystems? **RESOLVED:** that it was a hybrid meeting, biodiversity is included within the grant forms, members attending remotely and electronic paperwork.	

	<u>Recording of Meeting</u> **The recording of the Council meeting was stopped at this point.**	

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

Signed by the Chair……

DECLARATIONS OF INTEREST DECLARED

MEETING: FINANCE, GOVERNANCE AND POLICY

DATE: 7 OCTOBER 2026

Name of Member	Interest Declared	Signed
Lynda	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.	
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.	
Rosemary 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. A personal and non-prejudicial interest in agenda item 9(ii) as a member of the Friends of Pontypool Town, as well as a member of Pontypool Community Council.	
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

7 OCTOBER 2026

LOCAL VOLUNTARY FUNDING

Councillor	**Requested Amount**	**Organisation**	**Reason**	**Statutory Provision**
Councillor J. James	£100.00 **(PROJECT)**	Cold Barn Farm	St. Johns Church (Wainfelin) regularly collaborates with Cold Barn Farm, and would like to take the children from their kids club to see a pantomime on a trip being operated by Cold Barn Farm.	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor C. Price	£100.00 **(PROJECT)**	Cold Barn Farm	St. Johns Church (Wainfelin) regularly collaborates with Cold Barn Farm, and would like to take the children from their kids club to see a pantomime on a trip being operated by Cold Barn Farm.	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor R. Matthews	£500.00 **(PROJECT)**	Pontypool Indoor Market Traders Association	Halloween event.	Local Government Act (1972) s.145
Councillor L. Jones	£250.00	Pontymoile O.A.P Hall	To clear the overgrowth around the hall which is obstructing the entrance.	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor S. Lang	£500.00 **(PROJECT)**	Trevethin and Penygarn Community Centre	We are running a weekly lunch club where we provide a hot meal, desert and hot drink just for £3 for our older community.	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor S. Lang	£500.00 **(PROJECT)**	Penygarn and Trevethin Football Club	Pay for new football kits to play in when we have football matches.	Local Government (Miscellaneous Provisions) Act (1976) s.19