

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE FINANCE,  
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY  
COUNCIL HELD  
ON WEDNESDAY 17<sup>TH</sup> JULY 2024**

**NB: FULL MINUTES WILL BE PUBLISHED IN DUE COURSE**

**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><b><u>Recording of Meeting</u></b></p> <p>Members agreed that the Council meeting could be recorded for minute taking purposes.</p>	
125.	<p><b><u>Apologies for absence</u></b></p> <p>Apologies were received from Councillors Nick Byrne and Anne Gunter.</p>	KS
126.	<p><b><u>Declarations of Interest</u></b></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><b><u>RECOMMENDED:</u></b> that the declarations of interest be recorded.</p>	KS/ CP

127.	<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 2024.</p> <p><b><u>RECOMMENDED*</u></b>: that the receipts and payments for May 2024, as shown in the report, be approved noting the information.</p>	CC
128.	<p><b><u>Use of Credit Card</u></b></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><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
129.	<p><b><u>Financial Budget Comparison and Earmarked Reserves</u></b></p> <p>The Committee was requested to consider the financial monitoring report and earmarked reserves to the 31 May 2024.</p> <p><b><u>RECOMMENDED*</u></b>: that the financial monitoring report and earmarked reserves be approved.</p>	CC
130.	<p><b><u>Local Voluntary Funding (LVF)</u></b></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><b><u>RECOMMENDED:</u></b> that the LVF applications as outlined in agenda item 7 be approved.</p>	CC
131.	<p><b><u>Request for Financial Assistance</u></b></p> <p>The Committee received requests for financial assistance from:</p> <ul style="list-style-type: none"> <li>(i) Ysgol Panteg PTA – Laser Show</li> <li>(ii) Nifty Thrifty – School Uniform Event</li> </ul>	

	<p>(iii) Art Regen – Plein Aire open air painting competition (iv) Cerebal Palsy Cymru</p> <p>The Finance Support Officer stated that Art Regen’s Treasurer is on holiday, therefore the information requested had not been received.</p> <p><b>RECOMMENDED*:</b> that the clubs listed above receive the relevant donations.</p>	<p>CC/ AA</p> <p>CC</p>
132.	<p><b>Radon Monitoring</b></p> <p>The Health and Safety Lead informed the meeting that Radon monitors had been placed in the basement of the building as the readings were higher than they had been in the past.</p> <p><b>RECOMMENDED*:</b> that the</p> <p>(i) £440 for 8 monitors be funded from the maintenance budget</p> <p>(ii) Clerk be given plenary powers to approve the anticipated works in conjunction with the Chair and Vice Chair of Establishment Committee</p> <p>(iii) Clerk presents a report to Establishment Committee in September 2024.</p>	<p>LM/ RC</p> <p>LM</p>
133.	<p><b>Applications for assistance towards Core Funding</b></p> <p>The Chair informed the meeting that 8 applications had been received for core funding. The Chair advised 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>(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</p> <p><b>RECOMMENDED*:</b> that the payments be made as per last year’s amounts.</p>	<p>CC</p>

134.	<p><b><u>Grounds Maintenance and Junior Sports Club Grants</u></b></p> <p>The Chair informed the meeting that there is £6,000 in this year's budget and £6,000 in Earmarked reserves for Junior Sports Clubs. In total 11 applications have been received. The Chair proposed that they each be given £1,000 and the remaining £1,000 be moved over to the grounds maintenance budget.</p> <p><b><u>RECOMMENDED*</u></b>: that:</p> <p>(i) the Juniors Sports Clubs be awarded the £1,000 each.</p> <p>(ii) the Clubs 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>	CC  CC
135.	<p><b><u>Webjects Maintenance Agreement</u></b></p> <p>The Committee were asked to consider the ongoing monthly cost of £80.00 per month for ongoing maintenance and support.</p> <p><b><u>RECOMMENDED*</u></b>: that the cost of £80.00 per month be approved to enable maintenance and support for the website from Webjects 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 .....

**PONTYPOOL COMMUNITY COUNCIL**  
**CYNGOR CYMUNED PONT-Y-PŴL**  
**Declarations of Interest Declared**

**MEETING: Finance, Governance and Policy**

**DATE: Wednesday 17 July 2024**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
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 Lizzie Hunt	A personal interest in agenda item 11 as her son attends Griffithstown FC	
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.	