



16 July/Gorffennaf 2026

Dear Sir/Madam, Annwyl Syr/Fadam

You are hereby summoned to attend a multi-location meeting of **PONTYPOOL COMMUNITY COUNCIL TO BE HELD** at **6.30 PM** on **WEDNESDAY 22 JULY 2026**.

The meeting will be held remotely, using Microsoft Teams and physically for those who wish to attend the Council Chamber. Councillors have been provided with a link to attend the meeting. If any member of the public wishes to attend the meeting remotely, please contact the Clerk of the Council (by e-mail or telephone) at least 24 hours before the meeting.

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

The agenda for the meeting is set out below and relevant papers are attached.

Gofynnir drwy hyn i chi fynychu rhith-gyfarfod **CYNGOR CYMUNED PONT-Y-PŴL** am **6:30 PM**, **DDYDD MERCHER 22 GORFFENNAF 2026**.

Mae cynghorwyr wedi derbyn dolen i fynychu'r cyfarfod. Os yw unrhyw aelod o'r cyhoedd yn dymuno mynychu'r cyfarfod o bell, cysylltwch â Chlerc y Cyngor (trwy e-bost neu dros y ffôn) o leiaf 24 awr cyn y cyfarfod.

Mae gan aelodau o'r cyhoedd yr hawl i ofyn cwestiynau yng nghyfarfodydd y Cyngor, mae gan aelodau o'r cyhoedd hefyd yr hawl i siarad yn y Gymraeg neu'r Saesneg, cyn belled ag y rhoddir tri diwrnod o rybudd ysgrifenedig o'r cwestiwn i'r Clerc.

Mae agenda'r cyfarfod wedi'i nodi isod ac mae papurau perthnasol ynghlwm.

Yours faithfully/Yr eiddoch yn gywir

C Drew

Cathryn Drew

CLERK TO THE COUNCIL/ CLERC I'R CYNGOR

A G E N D A

1. **Recording of meeting**
To approve recording of meeting.
2. **Questions from the Public**
To receive any questions from the public.
3. **Apologies**
To receive apologies for absence.
4. **Declarations of Interest**
Members are required to declare any interests they may have in any items on the Agenda.
5. **Actions Log from previous minutes**
No actions outstanding.
6. **Committee Structure Review**
To welcome and receive a report from Paul Egan, OVW on the Committee Structure Review (to follow).
7. **Full Council Meeting – 24 June 2026 - Minutes**
To confirm the minutes of the Full Council meeting held on 24 June 2026 (attached: page(s) 1 – 5)
8. **Finance, Governance & Policy Committee Meeting – 1 July 2026 - Minutes**
To confirm the minutes of the Finance, Governance & Policy Committee meeting held on 3 June 2026 (attached: page(s) 6 - 13)
9. **Events Committee Meeting – 8 July 2026 - Minutes**
To confirm the minutes of the Events Committee meeting held on 8 July 2026 (attached: page(s) 14 - 18)
10. **Planning & Environment Committee Meeting – 8 July 2026 - Minutes**
To confirm the minutes of the Planning & Environment Committee meeting held on 8 July 2026 (attached: page(s) 19 - 26)
11. **HDRC Project Update**
To receive a verbal update on the HDRC project from Councillor S Lang.
12. **Local Voluntary Funding (LVF)**
To approve list of Local Voluntary Funding (table as attached: page(s) 27) and copies of the applications are available on request.

13. **Grounds Maintenance Grants**

To receive funding applications for Grounds Maintenance (deferred from Finance, Governance & Policy Committee) (attached: page(s) 28) from:

- (i) Fairfield Utd AFC
- (ii) Fairfield Utd Juniors Minis AFC (awaiting accounts)
- (iii) Garndiffaith Bowls Club
- (iv) Garndiffaith RFC
- (v) Griffithstown Junior AFC
- (vi) New Inn AFC
- (vii) New Inn Juniors and Youth AFC
- (viii) New Panteg RFC
- (ix) Panteg AFC
- (x) Panteg Cricket Club
- (xi) Panteg House Bowls Club
- (xii) Panteg Park Bowls Club
- (xiii) Penygarn FC
- (xiv) Pontnewynydd AFC
- (xv) Pontnewynydd Cricket Club
- (xvi) Pontypool Town AFC
- (xvii) Pontypool United RFC
- (xviii) Race Association Football Club
- (xix) Sebastopol Juniors AFC
- (xx) Talywain RFC
- (xxi) Tranch AFC
- (xxii) West Mon RFC

The budget available is £11,000.

14. **Junior Sports Club Grants**

To receive a funding applications for Junior Sponsorship from Tranch AFC (attached: (page(s) 29 - 30)

15. **Core Cost Applications**

To receive core cost application forms from the following organisations (deferred from Finance, Governance & Policy Committee):

- (i) Cold Barn Farm (attached: page(s) 31 – 35)
- (ii) Torfaen Talks CIC (attached: page(s) 36 – 40)

16. **Financial Assistance Request**

To receive and consider a financial assistance request from Hip Hop 12 (attached page(s): 41 – 43)

17. **Mothers and Daughters Fitness Classes**

To consider a request to run the mothers and daughters fitness sessions (attached page(s): 44)

18. **Policy Review**
To receive a report from the Clerk on the policy review process (attached: page(s) 45 – 50)
19. **The Democracy and Boundary Commission Cymru: The Torfaen (Communities) Order 2026**
To receive the report and forward comment to the Clerk (sent separately).
20. **One Voice Wales Awards**
To receive a verbal update from the Clerk.
21. **Miscellaneous Correspondence**
To note the miscellaneous correspondence forwarded to Members during June/July:

Date Sent	Subject	Recipients
18 June 2026	Welsh Medium Learning Resource Base Consultation	All members
19 June 2026	What Could your Council Do?	All members
19 June 2026	DBCC Research	All members
19 June 2026	One Voice Wales E Bulletin Issue 26	All members
22 June 2026	Funding	All members
23 June 2026	Trailblazer Grant Funding	All members
26 June 2026	Fruit & Veg Grants	All members
6 July 2026	OVW Training Dates – June-September 2026	All members
6 July 2026	What Community and Town Councils are Achieving Across Wales	All members
13 July 2026	Questionnaire from Democracy and Boundary Commission Cymru	All members

Recording of Meeting

Recording of meeting to be stopped.

22. **EXCLUSION OF PRESS AND PUBLIC**
By virtue of The Public Bodies (Admissions to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
23. **Establishment Committee – 17 June 2026 – Confidential minutes**
To confirm confidential minutes of the Establishment Committee meeting held on 17 June 2026 as a true record (attached (page(s) 51 - 53)
24. **Full Council – 24 June 2026 – Confidential minutes**
To confirm confidential minutes of the Full Council meeting held on 24 June 2026 as a true record (attached (page(s) 54)

All members

**MINUTES OF A MULTI-LOCATION MEETING OF PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 24 JUNE 2026**

In attendance:

Councillor: A Peploe# (in the Chair)

Councillor(s): L Hunt#, L Clarkson*, J Cox#, A Gunter*, J Horlor*,
G James#, J James*, R Matthews#, L Jones*, N Jones*,
S Lang#, J Martin#, R Overton*, C Price*

Officer(s): C Drew#, Clerk
K Smith#, Deputy Clerk (and minute taker)

Also attending: S Williams, High Sheriff of Gwent

* 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
59.	<u>Recording of Meeting</u> Members agreed that the meeting be recorded for minute taking purposes.	
60.	<u>Questions from the Public</u> No questions received.	
61.	<u>Apologies for Absence</u> Apologies received from Councillor(s) N Byrne.	KS/CP
62.	<u>Declarations of Interest</u> Councillor(s) L Clarkson, G James, J James, R Matthews 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.	

	Councillor A Gunter declared a personal interest in agenda item 11(i). Councillor A Peploe declared a personal interest in (agenda item 11(ii). <u>RESOLVED:</u> that the declarations of interest be recorded.	KS/CP
63.	<u>Guest Speaker – High Sheriff of Gwent</u> The Chair welcomed Shereen Williams MBE, High Sheriff of Gwent to the meeting who provided an overview of the role. Shereen was sworn in as High Sheriff of Gwent in early April 2026 for the current civic year and it is one of the oldest civic appointments in the country being over 100 years old. The role supports the crown and the judiciary and helps the Lord Lieutenant host royal visits and supports High Court Judges who visit Newport etc. The role also centres around community safety, emergency services and encouraging voluntary services. Shereen grew up in Singapore and moved to Wales in 2005 and started volunteering with a youth group. Every year the High Sheriff gets to pick a theme and Shereen has chosen volunteers and volunteering. There is a Gwent High Sheriff's fund which awards money to community groups and the grant funding applications will open in September 2026. There is also a High Sheriff's Award that allows them to recognise and award projects and individuals who make significant contributions to their community. Shereen will forward the contact information to the Clerk to circulate to Members and thanked the Council for the work that they do, particularly Councillors who are essentially volunteers within their communities. The Chair thanked Shereen for attending the meeting.	
64.	<u>Actions Log from previous minutes</u> Members were asked to note the minute actions log from the previous meeting. <u>RESOLVED:</u> that the information be noted.	

65.	<u>Annual Meeting – 13 May 2026 – Minutes</u> Members were asked to approve the Annual Meeting minutes held on 13 May 2026. <u>RESOLVED:</u> that the minutes of the Annual Meeting held on 13 May 2026 be confirmed as a true record.	KS
66.	<u>Full Council Meeting – 13 May 2026 – Minutes</u> Members were asked to approve the minutes of the Full Council meeting held on 13 May 2026. Councillor N Jones advised that there is an error in minute no. 26. It shows that Councillor Martin approved the vote and also abstained from the vote. Councillor Martin confirmed that they abstained from the vote. <u>RESOLVED:</u> that the minutes of the Full Council meeting held on 13 May 2026 be confirmed as a true record and the above amended be noted.	KS
67.	<u>Finance, Governance & Policy Committee Meeting – 3 June 2026 – Minutes</u> Members were asked to approve the Finance, Governance & Policy Committee minutes held on 3 June 2026. <u>RESOLVED:</u> that the minutes of the Finance, Governance & Policy Committee held on 3 June 2026 be confirmed as a true record.	KS
68	<u>Accounts for the year ending 31 March 2026</u> The Council received the Final Accounts, the Annual Return and the Annual Governance Statement for 2025/26. The Clerk asked Members to disregard the bullet points on the agenda and to use the attached summary on the finance paperwork that was circulated to members via email and asked if everyone was happy with the information, could the Chair sign the Annual Governance Statement. <u>RESOLVED:</u> that the: (i) Council approves the Final Accounts for 2025/26; (ii) Council approves the Annual Return and the Annual Governance statement for 2025/26	CC

	(iii) Leader and Chair's thanks be passed to staff for pulling all of the information together.	CD
69.	<u>Requests for Financial Assistance</u> The Chair informed the meeting that requests for financial assistance has been received from: (i) Torfaen Appeal Committee for the 2027 Urdd Eisteddfod; (ii) Sunnybank Court Complex; (iii) Torfaen Voluntary Alliance <u>RECOMMENDED*</u>: that: (i) Torfaen Appeal Committee for the 2027 Urdd Eisteddfod be awarded £1,000 from the general grants budget; (ii) Sunnybank Court Complex be awarded £500 from the wellbeing budget; (iii) Torfaen Voluntary Alliance be awarded £1,000 from the general grants budget.	CC
70.	<u>Planning Applications</u> Members received and considered the list of planning applications on which it was being consulted by Torfaen County Borough Council (TCBC). <u>RESOLVED</u>: that the comments/observations stated be submitted to Torfaen County Borough Council.	
71.	<u>Planning Determinations</u> Members received and noted Torfaen County Borough Council planning determinations for April and May 2026 including reasons for approvals or refusals. <u>RESOLVED</u>: that the planning determinations be noted.	
72.	<u>Planning Applications: Plenary Powers</u> Members noted observations on planning applications which had already been submitted between meetings. <u>RESOLVED</u>: that the plenary powers applications be noted.	

73.	<u>Annual Report 2025/2026</u> Members were asked to approve the Annual Report for 2025/2026 which had been sent to them previously. The Leader thanked staff on the work undertaken on the Annual Report. <u>RESOLVED:</u> that the (i) Annual Report for 2025/2026 be approved; (ii) Leader and Chair's thanks be passed to staff for a well laid out and informative report.	CD
74.	<u>Meet the Clerk Coffee Morning</u> The Clerk informed the meeting that they would like approval from Council to advertise a 'Meet the Clerk' coffee morning to invite Pontypool residents to chat about what we do as a community council, chat about the annual report and start the community engagement plan. <u>RESOLVED:</u> that this request is approved.	CD
75.	<u>Miscellaneous Correspondence</u> Members were asked to note the miscellaneous correspondence that had been sent to them during May/June 2026. <u>RESOLVED:</u> that the information is noted.	
	The recording of the Council meeting was stopped at this point.	
76.	<u>EXCLUSION OF PRESS AND PUBLIC</u> By virtue of The Public bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.	

Signed by The Chair

**MINUTES OF A MULTI-LOCATION MEETING OF THE FINANCE,
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY
COUNCIL HELD ON WEDNESDAY 1 JULY 2026**

In attendance:

Councillor: N Warren# (Chair)

and Councillors: L Hunt#, N Byrne*, L Clarkson*, J Horlor*,
R Matthews#

Officers: C Challenger#, Finance Manager
K Smith#, Deputy Clerk (and minute taker)

* Attending remotely via Microsoft Teams

Attending physically in the Council Chamber

	<u>FINANCE ITEMS</u>	
78.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
79.	<u>Apologies for absence</u> Apologies were received from Councillor(s) G James, L Jones, A Peplow and C Price.	
80.	<u>Declarations of Interest</u> Councillor(s) N Byrne, L Clarkson and R Matthews 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 L Hunt declared a personal interest in agenda item 11(v) – Griffithstown Junior AFC. Councillor(s) J Horlor and R Matthews declared a personal and non-prejudicial interest in agenda item 14(iii) as they are Trustees of Torfaen Museum Trust.	

	Councillor N Warren declared a personal interest in agenda item 13(ii) – 1st Griffithstown Scouts Group as they had assisted the Group with their application form. <u>RECOMMENDED*</u>: that the declarations of interest be recorded.	KS/CP
81.	<u>Actions Log from previous minutes</u> Members were asked to note the minute actions log from the previous meetings. <u>RECOMMENDED*</u>: that the information be noted.	
82.	<u>Schedule of Receipts and Payments</u> The Committee was asked to approve the schedule of receipts and payments for May 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. <u>RECOMMENDED*</u>: that the receipts and payments for May 2026 as shown in the report, be approved noting the information.	CC
83.	<u>Use of Credit Card</u> The Committee was requested to approve the credit card payments covering 14 to 15 April 2026. <u>RECOMMENDED*</u>: that the payments made on the Council's credit card, as shown in the report for the above periods, be approved.	CC
84.	<u>Financial Comparison and Earmarked Reserves</u> The Committee was requested to consider the financial comparison report and earmarked reserves to 31 May 2026. <u>RECOMMENDED*</u>: that the financial comparison and earmarked reserve reports be approved.	CC
85.	<u>Earmarked Reserve for Wellbeing Budget</u> The Committee was asked to approve the allocation of an earmarked reserve for the Wellbeing budget.	

	<u>RECOMMENDED*</u>: that an earmarked reserve be created and allocated £10,000 from the General Reserves to the Wellbeing budget.	CC
86.	<u>Local Voluntary Funding (LVF)</u> The Committee was requested to approve the Local Voluntary Funding (LVF) applications in agenda item 9. The Chair stated that the applications had been checked and vetted by the Finance Manager. <u>RESOLVED:</u> that the LVF applications as outlined in agenda item 9 be approved.	CC/AA
87.	<u>New Inn Scouts Local Voluntary Funding</u> The Finance Manager informed the meeting that they had spoken to Councillor Overton regarding the LVF funding for New Inn Scouts Group.¹ Councillor Hunt suggested that the accrued funding be moved over to an earmarked reserve and that the money be given to the Scouts this financial year. The Finance Manager advised that setting up an earmarked reserve was the advice from the Internal Auditor. Councillor Byrne queried why this funding had not been spent previously and if this is allowed why were other requests to carry over funding refused? The Finance Manager explained that the request to carry over the New Inn Scouts funding was received prior to year end and that Councillor Byrne's request to carry over LVF funding was received after the end of the financial year. The Chair advised that the policy has changed and no LVF funding will be carried over in future. The Chair advised Councillor Byrne that if any projects within their area would benefit from funding. They could apply via a general grant which would be considered at a future F,G&P meeting.	

¹ The Finance Manager was advised that the reason funding had not yet been paid to New Inn Scouts was because they needed to sign a new lease agreement first and this should be in the very near future.

	The Chair suggested that Councillor Byrne ask the Clerk to contact the Community Connectors Team to understand if they are aware of any groups within Councillor Byrne's ward who would benefit from funding support. <u>RECOMMENDED*</u>: that: (i) the LVF funding for New Inn Scouts be transferred to an earmarked reserve. (ii) the Clerk contact the Community Connectors Team on behalf of Councillor Byrne.	CC NB/CD
88.	<u>Grounds Maintenance Grants</u> The Chair informed the meeting that applications have been received from the following: (i) Fairfield United AFC (ii) Fairfield United Juniors Minis AFC (iii) Garndiffaith Bowls Club (iv) Garndiffaith RFC (v) Griffithstown Junior AFC (vi) New Inn AFC (vii) New Inn Juniors and Youth AFC (viii) Panteg AFC (ix) Panteg Cricket Club (x) Panteg House Bowls Club (xi) Panteg Park Bowls Club (xii) Pontnewynydd AFC (xiii) Pontnewynydd Cricket Club (xiv) Pontypool Town AFC (xv) Pontypool United RFC (xvi) Race Association Football Club (xvii) Sebastopol AFC (xviii) West Mon RFC Councillor Clarkson asked if Abersychan Alexanders had been contacted this year? The Finance Manager advised that the same Clubs/Organisations are contacted every year but clubs often change contacts and don't inform Officers. As such, grant information isn't always passed onto the correct contact. The Chair advised that they would speak to New Panteg RFC.	

	Councillor Clarkson advised that Fairfield United have given up some of their leases and asked if this could be checked with the Club. The Chair suggested that this item be deferred until Full Council on 22 July 2026. <u>RECOMMENDED*</u>: that: (i) Councillor Clarkson will provide a new contact to the Finance Manager for Abersychan Alexanders. (ii) The Chair will follow up on New Panteg RFC (iii) That this item be deferred until the Full Council meeting on 22 July 2026.	LC NW CC/AA
89.	<u>Junior Sports Club Grants</u> Councillor Clarkson asked if Garndiffaith Bowls Club have applied for a junior sponsorship grant. The Finance Manager advised that they have requested £250 to assist them in setting up a junior bowls club. The Chair explained that the funding is for active clubs not for setting up a new club and perhaps the Garndiffaith Bowls Club could be contacted and advised that they could apply for a general grant or wellbeing grant. <u>RECOMMENDED*</u>: that: (i) the Junior Sports Clubs listed below be awarded the following grants: (i) Fairfield AFC Mini and Juniors - £1,790.70 (ii) Garndiffaith RFC - £1,035.00 (iii) Griffithstown Junior AFC - £239.99 (iv) New Inn Juniors and Youth AFC - £1,830.00 (v) Panteg AFC - £809.95 (vi) Panteg Cricket Club - £850.00 (vii) Pontypool Town AFC - £300.00 (viii) Pontypool United RFC - £1,250.00 (ix) Sebastopol Juniors AFC - £1,044.00 (x) Talywain RFC - £1,000.00 (ii) Garndiffaith Bowls Club be contacted and advised that they could apply for a general grant or wellbeing grant to assist with setting up a new	CC/AA CC/AA

	junior team.	
90.	<u>Requests for Financial Assistance</u> The Chair informed the meeting that requests for financial assistance has been received from: (i) Women of Wisdom (ii) 1st Griffithstown Scouts Group <u>RECOMMENDED*</u>: that: (i) Women of Wisdom be advised that the FGP committee has not approved their request in its current form but would support a future application if they were able to take advantage of facilities within the Borough. Officers to speak to the Community Connectors Team to see if they could assist the Group to obtain services within the Borough. (ii) 1st Griffithstown Scouts Group to be awarded £1,500 from the general grants budget.	CC/AA CC
91.	<u>Core Cost Applications</u> The Committee received core cost applications from the following organisation(s): (i) Cold Barn Farm – Officers to contact them and ask for a breakdown of the costs to replace the kitchen, how much money they require for the community wildlife garden and how much they need for the ‘back to school’ kits (ii) Torfaen Talks CIC – Officers to contact them and ask how much the counselling sessions costs. (iii) Torfaen Museum Trust – they were given £6,000 last year and advised that they would receive a further £6,000 if they could evidence that they had secured additional funding from Welsh Government or third party organisations. <u>RECOMMENDED*</u>: that: (i) Cold Barn Farm – deferred(to be discussed at Full Council on 22 July 2026); (ii) Torfaen Talks CIC – deferred (to be discussed at Full Council on 22 July 2026);	CC/AA CC KS

	(iii) Torfaen Museum Trust – £6,000 to be awarded now, with a further £6,000 to be considered if they can evidence that have been seeking further funding outside of TCBC support.	CC
92.	<u>Biodiversity and Sustainability</u> How has this meeting contributed to the Council's duty to maintain and enhance biodiversity and promote the resilience of ecosystems? <u>RESOLVED:</u> that it was a hybrid meeting with 50% members attending remotely, electronic paperwork and car sharing.	
	<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.....

FINANCE, GOVERNANCE & POLICY

1 JULY 2026

LOCAL VOLUNTARY FUNDING

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>	<u>Statutory Provision</u>
Councillor C. Price	£150.00	Pontymoile Old Age Pensioners Association	Go on a day trip.	General Power (s137): LGA 1972
Councillor. J. James	£200.00	Cold Barn Farm	To purchase pens, pencils and pencil cases for people in deprived area to come and collect if going into high school as this is what costs the most.	General Power (s137): LGA 1972
Councillor S. Lang	£500.00	Woodlands Field Charity	Desperately needed to improve and repair ground area's. Repairs to 4 mowers to make community grounds more pleasing. Plus urgent playpark inspection.	Charities Act 2011, Part 15
Councillor G. James, Councillor R. Matthews and Councillor C. Price	£200.00 £200.00 £200.00 £600.00 (PROJECT)	Team Davey Kickboxing	Rent, equipment and students	Recreation: Local Government (Miscellaneous Provisions) Act 1976, s.19

**MINUTES OF A MULTI-LOCATION MEETING OF THE EVENTS
COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD ON WEDNESDAY 8 JULY 2026**

In attendance:

Councillor Rose Matthews# (in the Chair)

and Councillors: Jon James*, Gaynor James#, Sarah Lang*, Allan Peploe#,
 Caroline Price*

Also attending: Jon Horlor*

Officers: Kerrie Smith#, Deputy Clerk (Minute Taker)
 Sarah Fussell#, Projects & Events Officer

* *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
93.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
94.	<u>Apologies for absence</u> Apologies received from Councillor(s) Nick Byrne, Anne Gunter and Lizzie Hunt.	
95.	<u>Declarations of Interest</u> Councillor(s) Jon Horlor, Gaynor James, Jon James, Rose Matthews 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.	

	<u>RECOMMENDED*</u> : that the declarations of interest be noted.	KS/CP
96.	<u>Eisteddfod</u> The Committee received an update report on the Eisteddfod which was held on 10 and 11 March 2026 at Pontypool Active Living Centre. <u>RECOMMENDED*</u>: that: (i) the information in the report be noted; (ii) Councillor Anne Gunter is thanked for compering the event on both days	SF
97.	<u>Annual Dinner & Testimonials</u> The Committee received an update report on the Annual Community Testimonials and Annual Celebration Dinner which was held on 20 March 2026. <u>RECOMMENDED*</u>: that the information in the report be noted.	
98.	<u>Party in the Park</u> The Committee received an update report on Party in the Park which is being held on Saturday 11 July 2026. The Deputy Clerk informed the Committee that staff had been working extremely hard in getting everything organised and set up for the day. <u>RECOMMENDED*</u>: that: (i) the staff be thanked for all their hard work in organising and getting everything set up and ready for the Event; (ii) that the information in the report be noted.	KS
99.	<u>Community Grants Presentation Evening</u> The Committee received a written report for a Community Grants Presentation Evening. A provisional date of Friday 23 October 2026.	

The following venues were suggested for the event:

- Pontypool Golf Club
- Cold Barn Farm
- Torfaen Museum
- The Hub, Penygarn
- Millennium Hall, Garndiffaith

Councillor Gaynor James asked why the Comrades Club, Pontypool was not included?

The Deputy Clerk advised that the Clerk was looking at the possibility of using different venues within the Pontypool area.

A general discussion took place and some venues would be too small and some would not have adequate parking facilities.

A vote took place as follows:

Venue	Cllr Name	Yes	No
Pontypool Golf Club	R Matthews		✓
	J Horlor		✓
	G James		✓
	J James		✓
	S Lang	✓	
	A Peploe		✓
	C Price		✓
Cold Barn Farm	R Matthews		✓
	J Horlor		✓
	G James		✓
	J James		✓
	S Lang		✓
	A Peploe		✓
	C Price		✓
Torfaen Museum	R Matthews		✓
	J Horlor		✓
	G James		✓
	J James		✓
	S Lang		✓
	A Peploe		✓
	C Price		✓
The Hub, Penygarn	R Matthews		✓
	J Horlor		✓
	G James		✓
	J James		✓
	S Lang		✓
	A Peploe		✓
	C Price		✓
Millennium Hall, Garndiffaith	R Matthews		✓
	J Horlor		✓

	G James J James S Lang A Peploe C Price ✓ ✓ ✓ ✓ ✓		
	<u>RECOMMENDED*</u>: that: (i) the Clerk be informed that the Committee did not think any of the venues would be suitable and that the Comrades Club was central for everyone; (ii) the information in the report be noted.		KS
100.	<u>Christmas Cavalcade</u> The Committee received a written report with an update on plans for the Christmas Cavalcade which is taking place on Saturday 5 December 2026. <u>RECOMMENDED*</u>: that the information in the report be noted.		
101.	<u>Committee Budget</u> Members received a copy of the budget within its remit including reserves. <u>RECOMMENDED*</u>: that the information be noted.		
102.	<u>Biodiversity and Sustainability</u> How has this meeting contributed to the Council’s duty to maintain and enhance biodiversity and promote the resilience of ecosystems? <u>RECOMMENDED*</u>: (i) that only two copies of the Events paper be available at the meeting. (ii) The meeting was a multi-location meeting and that the agenda had been sent electronically.		
	<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 Chair

**MINUTES OF A MULTI-LOCATION MEETING OF THE PLANNING AND
ENVIRONMENT COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD ON WEDNESDAY 8 JULY 2026**

In attendance:

Councillor: Jon James# (in the Chair)

and Councillor(s): Gaynor James#, Lisa Jones*, Sarah Lang*,
Jonathon Martin#, Allan Peploe#

Officers: Kerrie Smith#, Deputy Clerk, (Minute Taker)
Sarah Fussell#, Projects and Events Officer

* *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
103.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
104.	<u>Apologies for Absence</u> Apologies received from Councillor(s) Nick Byrne, Anne Gunter and Nathan Warren.	
105.	<u>Declarations of Interest</u> Councillor(s) Gaynor James and Jon James declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they are a member of TCBC, as well as a member of Pontypool Community Council. <u>RECOMMENDED*</u>: that the declarations be noted.	KS/CP

106.	<u>Biodiversity Sub-Committee – 24 June 2026 – Minutes</u> The Committee were asked to approve the minutes of the Biodiversity Sub-Committee meeting held on 24 June 2026. Minute No. B4 “Go Wild” – a nominal amount of approximately £60 was agreed so that activities for the event could be purchased. Minute No. B12 “budget” – it was agreed to commit £608 to the GWT new plot for any expenses that may be incurred, ie interpretation board etc. <u>RECOMMENDED*:</u> that the Committee: (i) approved the £60.00 to purchase activities for the Go Wild Event; (ii) approved to commit £608.00 to the GWT new plot for any expenses that may be incurred, ie interpretation board etc. (iii) the minutes be confirmed as a true record and the recommendations adopted.	SF SF
107.	<u>Planning Applications</u> The Committee received and considered the list of planning applications on which it was being consulted by Torfaen County Borough Council (TCBC). <u>RECOMMENDED*:</u> that the comments/observations stated be submitted to Torfaen County Borough Council.	CP
108.	<u>Planning Determinations</u> The Committee received and noted Torfaen County Borough Council planning determinations for June 2026 including reasons for approvals or refusals. <u>RECOMMENDED*:</u> that the planning determinations be noted.	
109.	<u>Notice Boards, Bins and Benches</u> The Committee received an update on the noticeboards, bins and benches.	

	<u>Noticeboards</u> Permission has been granted by Bron Afon for the replacement noticeboard in Trevethin to be embedded into the railings outside of the shops. The total cost for installation is £2,004. The Committee was asked to consider a request for a new noticeboard to be installed next to the Old Lamb Inn, Cwmynyscoy. <u>Bins</u> Nothing to report. <u>Benches</u> The Committee were informed that there are 2 new benches outstanding. The Projects & Events Officer will contact the Canal and Rivers Trust (CRT) and Torfaen County Borough Council's Streetscene Officer. The request for a replacement bench on Blodwyn Road, New Inn Upper is still outstanding and the cost of a replacement is £649 (including installation). <u>VJ80 Memorial Bench</u> The Projects & Events Officer informed the meeting that the VJ80 Memorial Bench for New Inn Upper is still in storage as discussions are still ongoing regarding a suitable location. The Chair informed the meeting that they had contacted the Headteacher at New Inn Primary School regarding siting of the bench opposite the School. <u>RECOMMENDED*</u>: that the (i) installation of a replacement noticeboard in Trevethin is approved at a total cost of £2,004; (ii) request for a new noticeboard next to the Old Lamb Inn, Cwmynyscoy is approved; (iii) Projects & Events Officer contact CRT and TCBC to progress the installation of the two new benches; (iv) installation of a replacement bench on Blodwyn Road, New Inn Upper is approved at a cost of £649 (including installation);	SF SF SF SF
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	(v) Projects & Events Officer sends a plan of the proposed area for the VJ80 Memorial Bench to the Headteacher at New Inn Primary.	SF
110.	<u>Financial Assistance Requests</u> The Chair informed the meeting that requests for financial assistance has been received from: (i) After the Bell Club, Penygarn to purchase play equipment specifically for disabled children who attend the Club; (ii) Residents of Central Drive, Trevethin to update, maintain and purchase some inclusive play equipment in the playground on Central Drive, Trevethin. <u>RECOMMENDED*</u>: that: (i) After the Bell Club, Penygarn be awarded £1,500 to purchase play equipment specifically for disabled children; (ii) Torfaen CBC be contacted to see if they maintain the playground on Central Drive, Trevethin and to report back to a future meeting with an update.	CC/AA SF
111.	<u>Happy to Chat Bench Plaques</u> The Chair informed the meeting that a request had been received from Torfaen CBC's Active Travel Officer in relation to a "Happy to Chat Bench Plaque" competition for Torfaen Pupils that was held in February 2026. The winning entries were made into plaques to install on benches. The Committee were asked if they would like to have some of the plaques so that they can be installed on benches within the Pontypool area. <u>RECOMMENDED*</u>: that Torfaen CBC's Active Travel Officer be contacted so that arrangements can be made to install a plaque on some of the Community Council's benches.	SF/KS

112.	<u>Committee Budget</u> Members received a copy of the budget within its remit including reserves. No observations were made. <u>RECOMMENDED:</u> that the information be noted.	
113.	<u>Biodiversity and Sustainability</u> How has this meeting contributed to the Council's duty to maintain and enhance biodiversity and promote the resilience of ecosystems? <u>RECOMMENDED:</u> that the: (i) meeting was a multi-location meeting (ii) agenda had been sent electronically (iii) discussions held on the Biodiversity Sub-Committee minutes as well as VJ80 benches, noticeboards, bins and benches.	

*This is a recommendation to Council, the final decision would be made by Council.

Signed by Chair

Planning and Environment Committee

Wednesday 8th July 2026

Planning Applications commented on

1	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0229	Pontnewynydd	Old Ambassador Buildings, 1 - 2 Estate Road.	

PROPOSAL: Change of use of land to site a food truck.

Comment

This Council has no observations.

2	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0240	Cwmynyscoy	Land Off Cwmfields Road (West of Firtree Cottage),	

Proposed siting of polytunnel and hardstanding with associated works.

Comment

This Council has no observations.

3	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0243	New Inn Upper	Former Nylon Spinners, Mamhilad Park Estate.	

Proposed installation of three additional extract flues to paint spray booths in eastern courtyard and retention of two existing extract flues on east-facing side of building.

Comment

This Council has no observations.

4	<i>Plan Number</i> 26/P/0258	<i>District reference</i> Abersychan and Cwmavon	<i>Site reference</i> Riverside House, Limekiln Road, Abersychan.	<i>Other reference</i>
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PROPOSAL: Change of use from a former funeral directors (Use Class A1) into x2, two bed houses (Class C3) and small commercial unit (Use Class A1). Proposal to include associated external works including two flat roof dormers to the rear.

Comment

This Council has no observations.

5	<i>Plan Number</i> 26/P/0264	<i>District reference</i> New Inn Lower	<i>Site reference</i> 129 Golf Road, New Inn, Pontypool	<i>Other reference</i>
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Proposed widening of front drive, raised patio to rear of house and garden shed with associated external works.

Comment

This Council has no observations.

6	<i>Plan Number</i> 26/P/0272	<i>District reference</i> Pontypool	<i>Site reference</i> Rose Cottage, High Street, Pontypool.	<i>Other reference</i>
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PROPOSAL: Change of use of outbuilding to a cattery.

Comment

This Council has no observations.

7	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0275	Cwmynyscoy	Blaendare House, Folly View Lane, Upper Race.	

PROPOSAL: Variation of Condition 2 and Condition 9. Removal of Condition 10 (Submission of the Demolition and Construction Method Statement) and removal of Condition 11 relating to application 22/P/0844/FUL Demolition of the existing building and construction of a replacement dwelling.

Comment

This Council has no observations.

8	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0277	New Inn Upper	3 Ruth Road, New Inn, Pontypool	

PROPOSAL: Rear extension (part single part double). Take existing side lean to extension back to rear of proposed extension.

Comment

This Council has no observations.

9	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0279	Sebastopol East	14 Beech Road, Sebastopol, Pontypool.	

PROPOSAL: Single storey extension to rear to accommodate disabled adaptation works.

Comment

This Council has no observations.

FULL COUNCIL
22 JULY 2026
LOCAL VOLUNTARY FUNDING

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>	<u>Statutory Provision</u>
Councillor C. Price	£500.00	Pantygasseg Residents Association	Purchase a defibrillator.	Local Government Act (1972) s133
Councillor C. Price	£150.00	Pontypool United Under 15's	Rugby Kit.	Local Government (Miscellaneous Provisions) Act (1976), s19
Councillor L. Jones	£500.00	Pontypool Town AFC	To fund a kit for the younger team and provide training resources.	Local Government (Miscellaneous Provisions) Act (1976), s19
Councillor J. Horlor	£300.00	Cold Barn Farm	To purchase compost, plants and equipment for the allotment project. We will be growing food to feed the community.	Environment (Wales) Act 2016, s6

Grounds Maintenance Applications

Club Organisation	Amount Awarded 2025	Amount Awarded 2026	Diff. YoY	Number of Pitches	1st Pitch	2nd Pitch (-25%)	3rd Pitch (-50%)	Amount Awarded 2026
Fairfield United AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Fairfield United Juniors/Minis AFC	£900.00	£425.00	£-475.00	1	£425.00			£425.00
Garniffaith Bowls Club	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Garniffaith RFC	£450.00	£743.75	£293.75	2	£425.00	£318.75		£743.75
Griffithstown Jnr AFC	£900.00	£743.75	£-156.25	2	£425.00	£318.75		£743.75
New Inn AFC	£900.00	£743.75	£-156.25	2	£425.00	£318.75		£743.75
New Inn Juniors & Youth AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
New Panteg RFC	£1,350.00	£956.25	£-393.75	3	£425.00	£318.75	£212.50	£956.25
Panteg AFC	-	£425.00	£425.00	1	£425.00			£425.00
Panteg Cricket Club	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Panteg House Bowls Club	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Panteg Park Bowls Club	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Penygarn & Treveithin FC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Pontrnewydd AFC	£450.00	£743.75	£293.75	2	£425.00	£318.75		£743.75
Pontrnewydd Cricket Club	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Pontypool Town AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Pontypool United RFC	£450.00	£956.25	£506.25	3	£425.00	£318.75	£212.50	£956.25
Race AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Sebastopol Juniors AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Tranch AFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
West Mon RFC	£450.00	£425.00	£-25.00	1	£425.00			£425.00
Total	£11,250.00	£11,262.50	£12.50	29	£8,925.00	£1,912.50	£425.00	£11,262.50
Budget	£11,000.00	£11,262.50	£262.50					



APPLICATION FOR A JUNIOR SPORTS GROUP SPONSORSHIP

Name of Organisation:	Tranch AFC
Purpose of Organisation:	Grassroots football club
Contact Details Name: Email: Telephone Number:	Emma Evans emma_evs_1@yahoo.co.uk 07779341493
How many teams does your club run? Please state categories: e.g. women's, men's, boys/girls teams with their age groups, and teams with disabilities.	We currently have 4 teams. 2 senior mens teams. 1 U10s team and 1 U13s team
How many coaches and other volunteers does your club have?	We have 8 coaches and 11 volunteers.
Which team do you want us to sponsor?	U13s
What do you want to buy with the Council's sponsorship e.g. kit/ equipment	Rain jackets for winter training.

What is the cost of this kit or equipment? Please show your costs as accurately as possible.	£18.99 for the jackets and £3.00 for our club logos to be printed on. For 14 players
How will you show the sponsorship on the kit or equipment? e.g. a logo on team shirts	Sponsor logo will be printed on the jackets.
Do you have a Safeguarding policy for dealing with children, young people or vulnerable adults	Yes / (please delete as appropriate)
Does the organisation have a constitution and/or is it a registered charity	Yes
Does the organisation aim to meet the objectives of the Well-being of Future Generations (Wales) Act 2015?	Yes / (please delete as appropriate)
Does your organisation have a Welsh Language Policy? For Information Only	No (please delete as appropriate)
What steps has your organisation taken or is going to take to reduce its environmental impact? Your answer could include but is not limited to: • encouraging people to car-share or use public transport • reducing the use of pesticides or leaving areas to grow wild • reducing heating and electricity bills by installing insulation or low energy light bulbs	We have purchased an electric mower to replace our old petrol mower. We also leave an area of long grass around the back of the clubhouse to attract insects etc. We encourage our players to car share when possible



Pontypool Community Council
Cyngor Cymuned Pont-Y-Pŵl

AGENDA ITEM 15(i)

APPLICATION FOR FINANCIAL ASSISTANCE TOWARDS CORE COSTS

Name of Organisation:	Cold Barn Farm
Contact Details Name: Role in the organisation: Address: Telephone number: Email address:	Richard Jackson Chairman Cold Barn Farm Community Centre, Woodside Road, Trevethin, Pontypool, Torfaen, NP4 8EH 07445 289589 coldbarnfarm@outlook.com
Purpose of Organisation (max 100 words) Please also submit a copy of articles of association or constitution if not previously provided.	To promote for the benefit of the Trevethin area in the County Borough of Torfaen and the surrounding Vicinity (hereinafter called the "area of benefit") without distinction of sex, sexual orientation, race, age, disability, financial hardship, nationality, or of political, religious opinion by associating together with the said inhabitants, the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreational and leisure time occupation with the objective of improving the condition of life for the said inhabitants
What does the facility offer / what groups meet there?	We run the community centre to the benefit of the Community by directly running events and activities, as well as engaging with third party organisations to run services from the building, these include: • Torfaen Youth Service • Baby Group • Craft Group • Warm hub • Saturday Breakfast and Bounce Club • Wellbeing Classes • Cooking Classes • Social Inclusion Group • Allotment Project • Dance Classes We hold regular ad hoc community engagement events and activities throughout the year such as: • Easter, Halloween and Christmas events

	• Dog Show • Table top sales • Coffee Mornings • Fun Days • Prize Bingo The Building is available to hire for the local community providing an affordable venue for family parties and events.
How is your facility managed? (e.g. a Management Committee)	Management Committee (board of trustees)
Are there other area of support your organisation needs?	We are always actively seeking new volunteers to help support existing and new opportunities
Who provides your organisation's main funding?	Torfaen Council third sector major grant
A grant from Pontypool Community Council is unrestricted funding. What difference does unrestricted funding make to your organisation?	Unrestricted funding makes a huge difference to our organisation as it allows us to fund improvements that are difficult to obtain grants for, this can make a huge difference to the services and facilities that we offer to the community. It also helps us to maintain the basic running cost of the building, many of which have increased exponentially in recent years. Unrestricted funds also allow us to respond rapidly with crisis support for the community, for example, we previously used unrestricted funds to support two families in a crisis caused by a fire within their homes in the evening, we responded with immediate support and opened the building as a safe space for them and others who had to evacuate their homes. We then used out unrestricted funds to go to Tesco to purchase immediate essential items particularly as one family had a small baby and didn't have access to baby milk or a bottle. may have been lost. With the support of the local community we were able to fundraise in the following days to source goods for their new accommodation.
Financial Position: Please submit your organisations Income and Expenditure and please include the balance sheet of your last audited accounts when submitting your completed application form.	Last audited accounts: Accounts 02.04.24 - 01.04.25 Income - £110,543 Expenditure - £87,017 Reserves: £20,451
Do you have a Safeguarding policy if your facility welcomes children, young people or others who are vulnerable?	Yes
How does your organisation meet the Well Being Objectives as set out in the Well Being Future	The very ethos of our charity and the purpose of the building is centred around the Well being of the community we serve.

Generations Act 2015	The centre currently provides services for the full spectrum of the community. We have specific services aimed at children aged 5 to 12, young people aged 12 to 25, and other services and activities aimed at serving the rest of the community. The needs differ according to the user, but broadly we aim to accommodate all people regardless of protected characteristic or specific needs. Trevethin is a designated socio, economically deprived area, meaning many people in the area are in desperate need of support, and having a safe, warm space to socialise and engage with activities and events provides welcome opportunities to the local community. Because we have a large variety of users through our door, there are constant opportunities to interact with different people, and therefore we learn from each other's experiences and grow together. This ultimately leads to greater understanding of one another and more compassion and care for each other, improving community cohesion. We always take a co-productive approach to developing new ideas. We work in partnership with our users, TCBC Communities Team and TVA to construct new groups so that more people have a sense of ownership over what Cold Barn Farm offers. By using this partnership approach, we are able to engage with as many people as possible and include the community in our shared journey which attracts more visitors to the centre Examples of some of the services we offer in line with WBFG act 2015 include: • Torfaen Play for 5-12 year olds, • Torfaen Youth Service 13-25 year olds • Baby Group • Craft Group • Warm hub • Saturday Breakfast and Bounce Club • Wellbeing Classes • Cooking Classes • Social Inclusion Group 16-21 • Allotment Project
Does your organisation have a Welsh Language Policy FOR INFORMATION ONLY	No
What steps has your organisation taken or is going to take to reduce its environmental impact?	We always encourage the community to 'leave the car at home' when utilising the services at the centre. We encourage recycling at the centre with dedicated bins, whilst food waste is composted on site for use in our
Your answer could include but is not	

limited to: • encouraging people to car-share or use public transport • reducing the use of pesticides or leaving areas to grow wild • reducing heating and electricity bills by installing insulation or low energy light bulbs	allotment. We are running a continuous improvement programme whereby we actively replace any broken items with more energy efficient products. We have upgraded all aging appliances with modern energy efficient items We actively apply for grants that facilitate energy efficiency improvements, successful applications have facilitated installation of upgraded LED lighting throughout the building; installation of solar panels along with battery storage; Windows are being repaired and replaced to improve the thermal efficiency of the building. These improvements have vastly improved our CO2 emissions and reduce our energy bills. We have reclaimed derelict land and have repurposed it into an Allotment. We do not use any pesticides in the allotment, and seek to use natural solutions to pest problems such as Sacrificial planting. We collect rainwater in large containers for use in the allotment, reducing reliance on mains water. We leave many areas of the site to grow wild where safe and appropriate to do so.
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Please return your completed application form and any other requested documents by 10th May to:

Email: grants@pontypoolcc.gov.uk

Or
Pontypool Community Council
35a Commercial Street
Pontypool
NP4 6JQ

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Kerrie Smith

From: ksmith@pontypoolcc.gov.uk
Subject: FW: Core Funding Application
Attachments: B & Q kitchen materials & equipment estimate.pdf; B & Q Installation Estimate costs.pdf; Magnet Kitchen Quote.pdf

Hi Annette,

Further to the enquiry below:

Kitchen

I have attached a copy of a couple of quotes we have obtained in relation to the kitchen which provides a detailed breakdown of expected costs from 2 different suppliers:

- Magnet - all details in one quote
- B & Q - please note there are separate quotes for the kitchen and the installation that need to be added together.

This currently gives us a range of between £11,565 to £14,530 to install the kitchen

Community Wildlife Garden

This will be a long term project taking place over 12 month period, we estimate it may cost up to £5000+ overall to get where we want to be, and will be applying for other pots as we go along. We would need to invest around £1000 to get the project up and running and get the basic ground works completed before we move on to the next phase.

Back to school kits

We have estimated this will cost around £1000 to hit our target of 200 children in the area and ensure they have an essential- substantial stationary and equipment pack, including scientific calculators and all essential equipment and stationary.

Our ability to bulk buy will allow us to source materials at a significant discount in comparison to individuals sourcing these items and help reduce the burden on families trying to kit out their kids ready to go back to school in September

I hope that helps, but please let me know if you need anything further

Kind Regards

Richard Jackson

Premises Manager & Chairman



Cold Barn Farm, Woodside Rd, Trevethin, Pontypool, Torfaen, NP4 8DT

APPLICATION FOR FINANCIAL ASSISTANCE TOWARDS CORE COSTS

Name of Organisation:	Torfaen Talks CIC
Contact Details Name: Role in the organisation: Address: Telephone number: Email address:	Patrick Downes Director 1 Winstone Cottages Abersychan, Pontypool NP4 8PU 07516 016345 hello@torfaentalkscic.org.uk
Purpose of Organisation (max 100 words) Please also submit a copy of articles of association or constitution if not previously provided.	Torfaen Talks CIC is a not-for-profit dedicated to enhancing mental health and wellbeing across Torfaen, South Wales. Our purpose is to provide affordable, accessible support through pay-what-you-can counselling, inclusive peer groups, and wellbeing workshops. We empower the community by delivering training and sharing local stories via our podcast to reduce stigma. Guided by the NHS Five Ways to Wellbeing, we strive to tackle loneliness, build resilience, and foster a connected, supportive environment for all residents.
What does the facility offer / what groups meet there?	Not applicable
How is your facility managed? (e.g. a Management Committee)	Not applicable

Are there other area of support your organisation needs?	Torfaen Talks CIC would benefit from support in several key areas, including sustainable funding to expand counselling services. We also welcome collaboration with other organisations to strengthen referral pathways and improve access to mental health support across the community.
Who provides your organisation's main funding?	We're a social enterprise and utilise different funding streams whether that's grants, donations or contract work with other third sector organisations in Gwent.
A grant from Pontypool Community Council is unrestricted funding. What difference does unrestricted funding make to your organisation?	For Torfaen Talks CIC, unrestricted funding is the foundation of our agility and resilience. It provides the vital flexibility to respond to emerging community needs in real-time, rather than being confined by rigid project constraints. Specifically, these funds allow us to: Sustain Core Services: We can bolster our "pay-what-you-can" counselling model, ensuring no one is turned away due to financial barriers. Bridge Operational Gaps: It covers essential overheads and insurance that are often excluded from restricted grants. Innovate and Pilot: We can launch creative wellbeing initiatives and respond to local feedback without waiting for new funding cycles. Ultimately, unrestricted support empowers us to remain truly community-led, focusing our resources where they will have the most direct impact on mental health and social connection in Torfaen.
Financial Position: Please submit your organisations Income and Expenditure and please include the balance sheet of your last audited accounts when submitting your completed application form.	As attached
Do you have a Safeguarding policy if your facility welcomes children, young people or others who are vulnerable?	Yes
How does your organisation meet the Well Being Objectives as set out in the Well Being Future Generations Act 2015	Torfaen Talks CIC embodies the spirit of the Well-being of Future Generations (Wales) Act 2015, embedding its seven goals into our core operations to ensure a sustainable and inclusive legacy for Torfaen.

	Our work aligns with the Act's National Goals through these key pillars: 1. A Healthier & More Resilient Wales We take a preventative approach to healthcare by providing affordable counselling and emotional resilience workshops. By equipping residents with Mental Health First Aid skills, we build a community capable of supporting itself, reducing the long-term strain on statutory services. 2. A More Equal Wales Our "pay-what-you-can" model removes financial barriers to mental health support. We champion equity through dedicated spaces for Neurodivergent families and men's mental health, ensuring that support is accessible to everyone regardless of their socio-economic background or identity. 3. A Wales of Cohesive Communities Our wellbeing drop-ins and local events serve as vital social anchors. By tackling loneliness and fostering face-to-face connection, we create a stronger, more integrated social fabric across the region. 4. A Wales of Vibrant Culture & Thriving Welsh Language Through our community podcast, we celebrate local identity. We provide a platform for storytelling and creative expression, preserving the unique heritage and "voice" of Torfaen while promoting a culture of openness and mutual respect. 5. A Prosperous Wales By improving mental wellbeing and upskilling volunteers and participants, we support a more productive and confident local workforce. A mentally healthy community is a prosperous one, better positioned to contribute to the local economy and thrive. Torfaen Talks CIC doesn't just provide a service; we act as a catalyst for the "Wales we want," working holistically to ensure that the decisions and support we provide today positively impact the generations of tomorrow.
Does your organisation have a Welsh Language Policy FOR INFORMATION ONLY	Yes
What steps has your organisation taken or is going to take to reduce its environmental impact?	Torfaen Talks CIC is dedicated to operating responsibly, ensuring that our commitment to community wellbeing extends to the health of our local environment. We take a proactive approach to sustainability by integrating eco-conscious habits into our daily operations.
Your answer could include but is not limited to:	

- encouraging people to car-share or use public transport
- reducing the use of pesticides or leaving areas to grow wild
- reducing heating and electricity bills by installing insulation or low energy light bulbs

Our environmental strategy focuses on four key areas:

1. Hyper-Local Delivery

By keeping our services rooted strictly within Torfaen, we minimize the need for long-distance travel. We actively encourage staff and participants to utilize **active travel** (walking or cycling) and public transport, directly reducing travel-related carbon emissions.

2. Resource Efficiency

We operate with a "digital-first" mindset to minimize waste. When physical materials are essential for workshops or events, we prioritize:

- **Recycled and eco-friendly** stationery and products.
- Strictly limited printing and paper use.

3. Collaborative Consumption

Rather than maintaining underutilized independent units, we partner with other local organizations to **share community spaces**. This collaborative model maximizes building efficiency and significantly reduces the collective energy footprint of the voluntary sector in Torfaen.

4. Advocacy and Future Planning

We use our platform—including our community podcast—to highlight the link between a healthy environment and mental wellbeing.

Looking Forward: We are currently formalising our commitment by developing a comprehensive **Sustainability Policy** and establishing frameworks to measure and further reduce our carbon footprint.

Please return your completed application form and any other requested documents by 10th May to:

Email: grants@pontypoolcc.gov.uk

Or

Pontypool Community Council
35a Commercial Street
Pontypool
NP4 6JQ

Kerrie Smith

From: ksmith@pontypoolcc.gov.uk
Subject: FW: Core Funding Application

Hi Annette,

Please find our response below:

All our counselling sessions are run by volunteers. The counselling session costs go toward room hire for those sessions, as we don't agree with profiteering.

Our counselling operates on a "Pay What You Can" structure to remain fully accessible to the community, with a minimum of £20 per session. The cost of this has been determined by the cost of available room hire across the area.

If someone is unable to afford this, we have a conversation with them – and it's often the case their sessions are run free of charge. Our model relies on "paying it forward" so some people have often paid £25, or £30, which in turn enables us to be able to afford the room hire costs – which aside from insurance, governance, and website, is the only outgoing cost of Torfaen Talks CIC. We have no paid members of staff – all admin and assessments are completed voluntarily.

Kind Regards,

Patrick Downes

Torfaen Talks CIC

www.torfaentalkscic.org.uk

Registration No. 13363083

Please note we work flexibly, and you may receive emails outside of core office hours.

HIP HOP 12 IN PONTYPOOL SCHOOLS PROJECT PROPOSAL

At Hip Hop 12, we believe in the transformative power of Hip Hop. We're a community group based in Torfaen, South Wales, and are thrilled to introduce you to an extraordinary opportunity to support the growth and appreciation of Hip Hop culture among young learners and adults alike through our innovative program, Hip Hop 12. Our unique initiative is designed to teach Hip Hop skills and its rich history throughout the twelve months of the year, creating a deep and lasting connection to this vibrant cultural movement.

What is Hip Hop 12?

Hip Hop 12 is more than just a workshop – it's a journey into the heart of Hip Hop culture. Our program is tailored for children and adults across Wales, offering a dynamic blend of education, creativity, and physical activity. Over the course of twelve months, participants will explore the four core elements of Hip Hop: DJing, Breakdancing, Rapping (MCing), Graffiti art and additionally, Beatboxing, while also delving into the history and cultural significance of this global phenomenon.

Why Hip Hop 12?

Our mission is simple yet powerful: to inspire, educate, and empower.

Through Hip Hop 12, we aim to:

Educate participants about the rich history and evolution of Hip Hop culture.

Inspire young minds to embrace creativity, self-expression, and artistic exploration.

Promote unity, teamwork, and respect within communities.

Encourage physical fitness and mental agility through dynamic, engaging activities.

Provide lifelong skills that foster confidence, resilience, and a sense of identity.

Hip Hop 12 is not just about learning moves or rhymes – it's about building character, fostering creativity, and creating a positive impact that lasts a lifetime.

We propose as innovative project immersing Pontypool schools students in hip-hop culture through DJing and breakdance workshops, developing crucial expressive arts skills while fostering cultural appreciation.

Having students work directly with professional practitioners/artists, learners will gain authentic experiences that go beyond theoretical knowledge, enabling them to analyse, create, and refine their own performances through practical engaging practise.

Breaking:

Breakdancing is a fun way for young people to build strength, coordination, and confidence through physically demanding moves, all while improving fitness, self-expression, discipline, teamwork, and healthy competition in a supportive community. In our workshop, we will go through basic foundational movements from Breakdance: toprock, downrock, power moves/spins and freezes.

DJing:

DJing can be a turning table for young people (pun intended). They'll learn the ins and outs of music software and equipment, developing creativity and technical skills like beat-matching and mixing, while also boosting confidence through self-expression and building a foundation in music theory and its history – all in a collaborative environment that lets them build friendships and entertain others. In this workshop we will go through basic DJ techniques: music selection, finding and extending the break, supporting the dancers, and gaining an understanding of sampling and its significance to the whole of Hip-hop culture.

Key Project Learning Outcomes:

- Master fundamental DJ techniques (beat-matching, scratching) while strengthening mathematical
- timing and fine motor skills
- Examine hip-hop's evolution and societal influence through its musical and visual artistry
- Acquire breakdance fundamentals that improve physical coordination and rhythmic awareness
- Cultivate personal creativity and emotional expression through movement and music
- Develop teamwork skills through collaborative performance projects

For educators, this partnership offers valuable professional development opportunities.

Teachers will:

- Gain new instructional strategies for not just the arts but all other education
- Build confidence in co-delivering hip-hop content
- Refresh their creative teaching approaches
- Students will benefit from:
- Direct mentorship from working artists
- Hands-on skill development with professional equipment
- Increased engagement through interactive learning
- Broadened career awareness in creative industries
- This immersive experience will leave a lasting impact, inspiring continued artistic exploration while equipping both students and teachers with transferable creative skills.

Impact on the community of Pontypool:

This innovative hip-hop project would arrive at a crucial time for Pontypool, directly addressing the challenges of economic hardship by investing in young people's creativity, confidence, and employability. By immersing students in DJing and breakdance workshops with professional artists, we offer far more than an extracurricular activity; we provide a pathway to skills and opportunities that might otherwise be out of reach.

In an area facing deprivation, access to the arts is often the first casualty. This project actively counters that trend. Nationally, 93% of children are being excluded from arts and cultural education due to a lack of funding, with schools in underserved communities like Pontypool being 50% less likely to offer creative extracurriculars. By bringing professional practitioners directly into local schools, we ensure a student's postcode does not dictate their access to cultural enrichment.

Crucially, this project builds tangible skills for potential future employment through pole role models showing its possible. It moves beyond theory to provide authentic, hands-on experience in the creative industries—a sector worth over £1.6 billion to the Welsh economy and supporting around 37,000 jobs. Learning to mix music, understand rhythm, and build a narrative through performance equips students with transferable skills in technology, teamwork, and storytelling. These are direct pathways into the growing creative economy, where entry-level roles in Wales command salaries starting around £27,500.

Beyond economics, the project tackles critical issues of well-being and social inclusion. Children involved in music and the arts are 3 times more likely to report strong emotional wellbeing. Breakdance builds physical strength and coordination, while DJing offers a powerful outlet for self-expression. Both foster discipline, confidence, and a sense of belonging in a supportive community. This proactive engagement is a vital tool, serving as a preventative measure against young people becoming not in education, employment, or training (NEET)—an issue known by the local authority.

Finally, by offering professional development for teachers, the project is designed for a lasting legacy. Educators will gain new instructional strategies and confidence in delivering creative content, ensuring the skills and inspiration remain in Pontypool's classrooms long

after the workshops conclude. This project will empower a generation with the confidence, creativity, and cultural capital to build a brighter future for themselves and their community.

The 2 chosen schools would be:

Ysgol Panteg

Station Rd, Griffithstown, Sebastopol, Pontypool NP4 5JH

Contact: Kaysha Wulder

Date: week commencing 18/05

New Inn Primary School

Golf Rd, New Inn, Pontypool NP4 0PR

Contact: Kate Prendergast

Date: week commencing 25/05

Video Examples of the Hip Hop Culture Class:

Ages 5-10:

https://www.youtube.com/watch?v=gGF_93gTbrc&t=22s

<https://www.youtube.com/watch?v=b0IHVfbfRD0&t=105s>

Ages 11-16:

<https://www.youtube.com/watch?v=suZdxblYtyM&t=5s>

Budget Breakdown:

Each of the school will have 2 practitioners, one breakdance practitioner and one turntable (DJ) practitioner.

Each to be paid £337.50 per full day (Which is below ACW recommended Artist Pay of £350).

With these workshops taking place over 2 and a half days, here is a breakdown:

artist 1:

2 x full day (£337.50+£337.50) school 1

2 x full day (£337.50+£337.50) school 2

artist 2:

2 x full day (£337.50+£337.50) school 1

2 x full day (£337.50+£337.50) school 2

Project management and Administration fee:

£300

Total:

£3000

There will be no additional expenses, travel or equipment fees required from the practitioners.

Over £10,000 use of equipment will be provided by Hip Hop 12 in-kind.



AGENDA ITEM 17

[Draft] Fw: Re: Mother and Daughter Exercise Sessions

From ksmith@pontypoolcc.gov.uk

Draft saved Mon 6/29/2026 11:02 AM

'We currently deliver weekly Mother & Daughter sessions in Blaenavon, in partnership with Blaenavon Town Council, and Cwmbran, in partnership with Cwmbran Community Council. Both sessions have proven to be very popular and have been running successfully for some time, providing an opportunity for mothers and daughters to be active together while improving their health, wellbeing and confidence. We previously explored the possibility of establishing a similar session in Pontypool, but unfortunately encountered challenges around coach and venue availability. Since then, we have secured a regular instructor, Rachael from Shelite Fitness, who delivers both our Blaenavon and Cwmbran sessions. Rachael is keen to support a Pontypool-based session, particularly as several local women have approached her expressing an interest in attending.'

The benefits of these sessions include:

- * Improves physical health for both mothers and daughters through regular physical activity, helping to develop strength, fitness, coordination and overall wellbeing.
- * Strengthens family relationships by providing dedicated quality time together in a fun and supportive environment.
- * Builds positive exercise habits from a young age, encouraging lifelong participation in physical activity.
- * Boosts confidence and self-esteem through learning new skills, achieving goals and participating in group activities.
- * Supports mental wellbeing by reducing stress, improving mood and promoting positive mental health.
- * Creates positive role models, with mothers demonstrating healthy lifestyle choices and active behaviours.
- * Encourages social interaction, helping participants build friendships and connect with other families in the local community.
- * Inclusive session, suitable for a range of abilities and fitness levels.
- * Reduces barriers to participation, as mothers and daughters can attend together rather than requiring separate activities (helps with the barrier of childcare)

The cost of the sessions would be £40 (£25 instructor and £15 hall hire) x 38 weeks (term time) would be **£1,520** for the year. A maximum of 20 participants in a class. The other mother & daughter sessions are averaging between 14-20 participants weekly.

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**FULL COUNCIL
WEDNESDAY 22 JULY 2026**

POLICY REVIEW PROCESS

1.0 Purpose of report

- 1.1 To consider the recommendations of the policy review process and approve the new practice for implementation in the current civic year.

2.0 Overview

- 2.1 The current process for reviewing policies is cumbersome and upon taking advice from One Voice Wales can be streamlined to be more efficient.
- 2.2 The council currently has 60 policies and 7 governance documents, all of which are reviewed on an annual basis. These documents are reviewed and approved by several committees: Finance, Governance and Policy Committee, Establishment Committee and Full Council via a scheduled plan throughout the year.
- 2.3 Many of the policies were duplicated, there is a lack of internal version controls, and many policies have out-of-date information in them, therefore the up-to-date policies are not all necessarily published on our website.

3.0 Proposed Changes

- 3.1 Reviewing policies on an annual basis can be time consuming and is not necessary, therefore it is recommended that they can be reviewed on a bi-annual basis unless there is a specific change required due to legislative or statutory changes, and/or upon request from members or staff.
- 3.2 Upon taking advice from One Voice Wales and Peninsula, it is proposed that bi-annual reviews are suffice, except for certain governance and finance documents:
- Standing Orders
 - Constitution
 - Financial Regulations
 - Terms of Reference (Committees)
- 3.3 Since the audit of the process commenced all policies have been updated to include an '*internal use only*' box outlining: date approved / version / dated last reviewed / date of next review.

- 3.4 Any policies that are brought to a committee for review will have any changes/updates highlighted for ease of reference as to what the update is.
- 3.5 Any policies which have been affected by the new employment law changes since April 2026 have or will be updated/amended accordingly.
- 3.6 Once any policies have been reviewed and approved by a committee, they will then be circulated to staff and members and published on our website.
- 3.7 It is proposed that some policies are merged; this will avoid duplication, to streamline the review process and ensure that all aspects of such policies are aligned. For example, the table below illustrates how 10 'Absence' related policies can all be merged into 1 overarching Absence policy, saving the number of policies due to be reviewed:

Current Policies	Overarching Policy
Sickness Absence	Absence Policy
Carers Leave	
Special and Additional Leave	
Adoption Leave	
Bereaved Partners Paternity Leave	
Flexible Working Hours Guidance	
Maternity Leave	
Neonatal Care Leave	
Paternity Leave	
Shared Parental Leave	

- 3.8 The full list of recommended policies to be merged can be seen on Appendix 1, which illustrates that the number of policies will be reduced from 60 to 33.
- 3.9 All policies have been divided into specific categories, as follows:

Category	Policies
Finance & Governance	Financial Regulations
	Standing Orders
Employment Law	Absence Policy
	Staff Handbook
General Staff	Alcohol and Drugs Policy
	Training Policy
Operational	Social Media Policy
	Twinning Policy
Wellbeing	Bullying and Harassment Policy
	Eye Test Policy

- 3.8 The full list of proposed categorised policies and proposed timetable for reviewing policies is attached as Appendix 2.
- 3.9 The Deputy Clerk will monitor the process of reviewing policies according to the following:
- Version control
 - Committee approved (to approve)
 - Date policy adopted
 - Date last reviewed
 - Min number
 - Date added to website
 - Date circulated to staff/members
 - Date of next review
- 3.10 If the suggestions for improvement are approved, all current policies with the 'office use only' box will be uploaded and published on our website, these will be renewed once approved by the relevant committees.

4.0 Recommendations for Approval

- 4.1 To review policies on a bi-annual basis unless otherwise required.
- 4.2 To merge policies where applicable.
- 4.3 To receive policies by categorisation.
- 4.4 To approve the new monitoring and recording of policies for review process.

5.0 Recommended

- 5.1 that the report be considered and the proposal approved.

Clerk
July 2026

POSSIBLE POLICIES TO BE MERGED

• Absence • Adoption Leave • Bereaved Partners Paternity Leave • Carer’s Leave • Flexible Working Hours Guidance • Maternity Leave • Medical Appointments • Neonatal Care Leave • Paternity Leave • Shared Parental Leave • Sickness Absence • Special and Additional Leave		12
• Bullying and Harassment • Sexual Harassment		2
• Emergency Call-out • Eye Test Policy • Long Service Award • Staff Expenses		4
• Alcohol and Drugs • Menopause • Stress Management • Wellbeing		4
• Communication • Public Relations • Social Media		3
• Multi-location Meetings • Recording of Meetings		2
• Data Protection • Data Breach Notification		2
• Investment Strategy • Investment Policy		2
• Artificial Intelligence • IT Policy		2

Current number of policies = 60

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Proposed Timetable for Reviewing Policies

Sep-26						
Category	Policy Name	Version No.	Committee	Date	Min No.	Review Date
Employment Law	Absence Policy	3	Estab	2 September 2026		Sep-28
Employment Law	Code of Conduct - Staff Policy	3	Estab	2 September 2026		Sep-28
Wellbeing	Staff Reimbursements	3	Estab	2 September 2026		Sep-28
Employment Law	Flexible Working Hours Guidance Policy	3	Estab	2 September 2026		Sep-28
Operational	Member /Officer Protocol and Policy	3	Estab	2 September 2026		Sep-28
Operational	Model Code of Conduct for Members and Co-opted Members with Voting Rights Policy	2	Estab	2 September 2026		Sep-28
Employment Law	Recruitment and Selection Policy	3	Estab	2 September 2026		Sep-28
Employment Law	Staff Handbook	2	Estab	2 September 2026		Sep-28
Sep-26						
Category	Policy Name	Version No.	Committee	Date	Min No.	Review Date
Operational	Artificial Intelligence and IT Policy	3	F, G&P	2 September 2026		Sep-28
Operational	Communication Policy	2	F, G&P	2 September 2026		Sep-28
Operational	Concerns and Complaints Policy	3	F, G&P	2 September 2026		Sep-28
Operational	Co-Option Policy	3	F, G&P	2 September 2026		Sep-28
Employment Law	Data Breach and Protection Policy	3	F, G&P	2 September 2026		Sep-28
Operational	Document Retention and Disposal Policy	3	F, G&P	2 September 2026		Sep-28
Finance & Governance	Financial Procedures Manual	2	F, G&P	2 September 2026		Sep-28

Oct-26						
Category	Policy Name	Version No.	Committee	Date	Min No.	Review Date
Operational	Fixed Asset Register Policy	3	F, G&P	2 September 2026		Oct-28
Operational	Freedom of Information Publication Scheme Policy	3	F, G&P	2 September 2026		Oct-28
Finance & Governance	Internet Banking	2	F, G&P	2 September 2026		Oct-28
Operational	Meetings Policy	3	F, G&P	2 September 2026		Oct-28
Finance & Governance	Reserves Policy	3	F, G&P	2 September 2026		Oct-28
Operational	Twinning Policy	3	F, G&P	2 September 2026		Oct-28
Operational	Welsh Language Policy	3	F, G&P	7 October 2026		Oct-28

Nov-26						
Category	Policy Name	Version No.	Committee	Date	Min No.	Review Date
Wellbeing	Bullying and Sexual Harassment Policy	3	Estab	4 November 2026		Nov-28
Employment Law	Capability Procedures	3	Estab	4 November 2026		Nov-28
Employment Law	Disciplinary and Grievance Procedure Policy	3	Estab	4 November 2026		Nov-28
Employment Law	Equality and Diversity Policy	3	Estab	4 November 2026		Nov-28
Employment Law	Flexible Working Policy	3	Estab	4 November 2026		Nov-28
Wellbeing	Wellbeing Policy	3	Estab	4 November 2026		Nov-28

Nov-26						
Category	Policy Name	Version No.	Committee	Date	Min No.	Review Date
Finance & Governance	Credit Card Policy	3	F, G&P	4 November 2026		Nov-28
Finance & Governance	Investment Policy and Strategy	3	F, G&P	4 November 2026		Nov-28
Operational	Overview of Personal and Prejudicial Interests	3	F, G&P	7 October 2026		Nov-28
General Staff	Training Policy	3	F, G&P	7 October 2026		Nov-28
Employment Law	Whistle-Blowing Policy	3	F, G&P	7 October 2026		Nov-28