



17 September/Medi 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 23 SEPTEMBER 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 23 MEDI 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. **Pontypool Taskforce**
To welcome Dyl Delaney to give an overview of the work of Pontypool Taskforce.
6. **HDRC Project Update**
To welcome Dr Simon Read to provide an update on the HDRC project.
7. **Presentation from the Youth Council**
To welcome and receive a presentation from the Youth Council following their visit to Bretten.
8. **Actions Log from previous minutes**
To note the actions arising from the minutes of the previous meeting (attached: page(s)1).
9. **Regeneration Operational Working Group Meeting – 15 July 2026 - Minutes**
To confirm the minutes of the Regeneration Operational Working Group meeting held on 15 July 2026 (attached: page(s) 2 - 7).
10. **Youth Provision Task & Finish Group Meeting – 15 July 2026 - Minutes**
To confirm the minutes of the Youth Provision Task & Finish Group meeting held on 15 July 2026 (attached: page(s) 8 - 12).
11. **Full Council Meeting – 22 July 2026 - Minutes**
To confirm the minutes of the Full Council meeting held on 22 July 2026 (attached: page(s) 13 - 19).
12. **Extraordinary Meeting – 12 August 2026 - Minutes**
To confirm the minutes of the Extraordinary Meeting held on 12 August 2026 (attached: page(s) 20 – 22).

13. **Finance, Governance & Policy Committee Meeting – 2 September 2026 - Minutes**
To confirm the minutes of the Finance, Governance & Policy Committee meeting held on 2 September 2026 (attached: page(s) 23 - 29).
14. **Events Committee Meeting – 9 September 2026 - Minutes**
To confirm the minutes of the Events Committee meeting held on 9 September 2026 (attached: page(s) 30 - 33).
15. **Planning & Environment Committee Meeting – 9 September 2026 - Minutes**
To confirm the minutes of the Planning & Environment Committee meeting held on 9 September 2026 (attached: page(s) 34 - 41).
16. **Financial Assistance Request**
To receive and consider a financial assistance request from Hip Hop 12
 - (i) E-mail response from New Inn Primary (attached: page(s) 42 – 43).
 - (ii) E-mail response from Ysgol Panteg (attached: page(s) 44).
17. **Cyber Insurance Quotation**
To receive and approve the cyber insurance quotation (attached: page(s) 45 – 47).
18. **Committee Structure Review**
To discuss the proposed Committee Structure Review (attached: page(s) 48 – 49).
19. **Vacancies on Committees**
To discuss the Appeals Panel and Planning & Environment Committee vacancies. (refer Clerk).
20. **Boundary Changes and Council Tax**
To note the information relating to boundary changes and Council tax (attached: page(s) 50 – 53).
21. **Pre-Application Consultation of Planning Application – Tir Pentwys Cut and Access Road**
To note the consultation deadline date of 28 September 2026 (circulated to Members previously).
22. **Outside Bodies**
To receive minutes from outside bodies as follows:
 - (i) One Voice Wales Gwent Valleys Area Committee meeting held on 7 July 2026 (attached: page(s) 54 – 61).
23. **Budget Planning 2027/2028**
To discuss the process and dates for budget planning 2027/2028.

24. **Miscellaneous Correspondence**

To note the miscellaneous correspondence forwarded to Members during July/August/September:

Date Sent	Subject	Recipients
23 July 2026	Grants and Funding	All members
23 July 2026	Consultation on Draft Delivery Agreement: Joint Blaenau Gwent and Torfaen Local Development Plan (2026-2041)	All members
27 July 2026	Update on PEDW Case – CAS-03540-M8J8M5 -Mynydd Llanhilleth Resubmission	P&E Committee
27 July 2026	OVW Information Update – Free Places Scheme	All members
28 July 2026	Democracy and Boundary Commission Cymru – deadline extension	All members
3 August 2026	People's Emergency Briefing screening in Torfaen	All members
4 August 2026	Funding News	All members
5 August 2026	Help Us Spread the Word About Public Appointments in Wales	All members
17 August 2026	Funding News	All members
17 August 2026	OVW Training Dates – August/September 2026	All members
17 August 2026	Perthyn Grants for Communities	All members
24 August 2026	OVW Training Dates – August-December 2026	All members
24 August 2026	Funding News	All members
27 August 2026	Welsh Church Fund	All members
1 September 2026	Electrical Safety Fund	All members
1 September 2026	Invitation: People's Emergency Briefing Screening in Torfaen	All members
2 September 2026	Pre-Application Consultation of Planning Application – Tir Pentwys Cut and Access Road	All members
7 September 2026	GCN Weekly Newsletter	All members
8 September 2026	Funding News	All members
14 September 2026	2026 Residents' Survey	All members
14 September 2026	2030 Review of Senedd Constituencies	All members
14 September 2026	Mynydd Llanhilleth Resubmission	All members
14 September 2026	GCN Weekly Newsletter	All members

Recording of Meeting

Recording of meeting to be stopped.

25. **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.
26. **Full Council – 22 July 2026 – Confidential Minutes**
To confirm the confidential minutes of the Full Council meeting held on 22 July 2026 as a true record (attached (page(s) 62).
27. **Establishment Committee – 2 September 2026 – Confidential Minutes**
To confirm the confidential minutes of the Establishment Committee meeting held on 2 September 2026 as a true record (attached (page(s) 63 - 66).
28. **Clerk's Probationary Period**
To discuss and approve the Clerk's probationary period.

All members

Full Council
Wednesday 23 September 2026

Update on Minute Actions arising from previous Full Councils

FOR INFORMATION ONLY

Minute No.	Minute Heading	Action	Officer	Date Completed	Notes
124	HDRC Project Update	Arrangements to be made for the HDRC Team to attend a Full Council meeting in either September or October 2026.	KS	27.07.2026	
128	Core Cost Applications	Abersychan School is contacted to see if they are supporting back to school packs for underprivileged children.	CD/ AA/CC	In progress	
129	Financial Assistance Requests – Hip Hop 12	the Clerk to contact the schools to make sure they are on board with the workshops and to report back to Full Council in September.	AA	03.09.2026	See agenda items 16(i) and 16(ii)
131	Policy Review	Clerk and Deputy Clerk to implement changes.	CD/KS	In progress	
132	The Democracy and Boundary Commission Cymru: The Torfaen (Communities) Order 2026	Clerk to send a copy of the summary document to Members and include it on the agenda for a future meeting	CD	Complete	

**MINUTES OF A MULTI-LOCATION ANNUAL MEETING OF THE
PONTYPOOL REGENERATION OPERATIONAL WORKING GROUP
HELD ON WEDNESDAY 15th JULY 2026**

In attendance:

Councillor Jon James# (in the Chair)

And Councillors: Gaynor James#, Rose Matthews#, Lizzie Hunt#, Alan
Peploe#

WG Members: Jack Hanbury Park Estate#, Gillian Lewis TCBC*, Glenn
Cooper TCBC*, Andrew Osborne TCBC*

Guest Speaker: Jason Bullimore, Tirpentwys Trails#

Cath Drew, Clerk# (and minute taker)

* *Attending remotely via Microsoft Teams*

Attending physically in the Council Chamber

Min. no.	Subject and Decision	Action
R01	<u>To receive apologies</u> No apologies were recorded.	
R02	<u>Declarations of Interest</u> Councillor(s) Gaynor James, Rose Matthews, and John James 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
R03	<u>Minutes</u> The Group received the minutes of the previous meeting, held on 14th January 2026. It is noted that these minutes were received in January Full Council (min #443).	

	The minutes were accepted as a true record of the meeting and no comments were made. <u>RECOMMENDED:</u> that the minutes be recorded as a true reflection of the meeting.	CD
R04	<u>Pontymoile Gates</u> The Chair gave an update on the treatment and repainting of the gates; the delay has been caused mainly because of the contractor losing staff. The preparation of the gates is well underway, with the rubbing down and treatment almost finished, they are expected to be painted and complete by August 2026. The Chair commented how wonderful they look already, circulating images of how they looked prior to the work and their current state. Cllr E. Hunt asked whether the decorative grapes can be coloured to stand out, it was noted that this is something that is being looked into. J. Hanbury made an observation that street furniture in front of the gates impacts on the viewing of the wonderful gates and asked that the clutter be removed to enhance the full benefit of the newly painted gates. The Chair agreed to identify the clutter and find out who's responsible for its removal, to report back to next meeting. <u>RECOMMENDED*:</u> (i) That the information be noted. (ii) That Cllr J. James investigates the clutter (inc street furniture) in front of the gates and liaise with whomever is responsible to arrange the potential removal of.	Cllr JJ
R05	<u>VJ80 Memorial Benches – Match Funding</u> The Clerk explained that the match funding request was still outstanding and asked G. Lewis if there was an update as per the previous minutes from the January meeting (#R24). G. Lewis was not aware of any progress, the Clerk agreed to resend the match funding report to G. Lewis. G. Lewis to liaise internally with TCBC and report back to the Clerk.	

	<u>RECOMMENDED:</u> (i) That information be noted (ii) Resend the match funding report to TCBC (iii) Report back on match funding for the project.	CD GL
R06	<u>New Inn Bridge Project – Street Art</u> The Chair gave an update on the project, the cleaning and preparation of the bridge started yesterday, the painting will be completed next week. The artist will not be commencing the mural until October, due to other commitments. The Chair circulated images of potential designs with the group and asked for the format of the designed to be agreed. All group members agreed. The design of the mural was agreed by a poll within the community, a comprehensive list of examples was read out which included: • The Folly Tower • The Grotto • Pontypool Hospital • Various types of wildlife • PCC Logo • Plus, many more J. Hanbury made an observation that in Northern Ireland street art is very successful, and noted that bold simple images will be more compelling. The group agreed. <u>RECOMMENDED:</u> (i) That information be noted	
R07	<u>Tirpentwys Trails CIC</u> Jason Bullimore (company Director) gave an oral update and an overview on the project, stating that there had been an extension to the car park. There is a desire to have a visitor centre at the site and J. Bullimore had recently met with A. Osborne (TCBC) to discuss exploring this. It was noted that there is a site visit scheduled for the 27th July and that NRW are engaging from a planning and health & Safety perspective. The trails are already an international destination (Bulgarian and Swiss vans have been spotted in the car	

	park) and the word of the trails had spread via social media with visitors from all over the country coming to ride the trails. Natural Resource Wales (NRW) were made aware of the trails via Strava heat maps, by which time, over 2000 manpower hours had already gone into the trails and “Britain’s best hidden bike park” was ready to be made official. J. Bullimore explained that they will be pulling together a 10-year proposition and that they are seeking trustees on the charity. A. Osborne (TCBC) expressed that TCBC are very supportive of this project, it is welcomed as part of the regeneration of Pontypool. Although it requires a staged approach with planning and for appropriate funding to be identified. J. Hanbury also expressed support for the project, stating that the opportunity for off road biking is as good as the Eden project potential, noting the risks of trespassers, which brings issues with liability, damages and parking etc. It was noted that these challenges need addressing and all stakeholders need to be on board. The Chair thanked J. Bullimore for the update and asked that as a community council we are kept informed of the project as it develops. <u>RECOMMENDED:</u> (i) That the information be noted.	
R08	<u>Accommodation</u> The Clerk referred to colleagues at TCBC for an update on the full list of vacant properties in Pontypool town centre, as per the previous minutes (#R8). G. Cooper explained that they are currently working on updating this data set with a GIS mapping tool, however agreed for the current list to be shared with the Clerk. <u>RECOMMENDED:</u> (i) GC to share the current list of vacant properties in Pontypool town centre with the Clerk.	GC
R09	<u>New Projects / Initiatives</u> The Chair asked for any new projects or initiatives:	

	a) Cllr G. James mentioned that the Myfanwy Haycock wooden statue needs treating, it was agreed for Cllr GJ to obtain a quote to undertake the work. b) Cllr G. James mentioned the benches in Pontypool town centre that were discussed by the TCBC Regen meeting. There are a few benches that are beyond repair and need removing, it was agreed that any replacement of benches should be brought back to this working group rather than discussed at the Planning & Environment committee, as this will be a one-off project. The Clerk agreed to research the number of benches and the cost for replacements with more durable but 'town centre' style benches and report back to the next meeting. c) G. Cooper (TCBC) mentioned the 'Light we Carry' project, a new initiative involving working with communities to develop and install art murals. This public arts programme will create large scale mural memorials across town centres in Torfaen and Blaenau Gwent. Pontypool town centre is a proposal for this project, the group members agreed and GC will keep us informed of the project development. d) G. Cooper also mentioned the 'Towns Together' project, a joint regeneration programme again for both Torfaen and Blaenau Gwent councils that focuses on delivering visible, practical improvements in town centres, tackling the condition and cleanliness of key areas in the town centres, strengthening relationships with local stakeholders. Pontypool is the first town centre to be tackled and the proposed date for this clean up is Saturday 15th August. GC to provide the final details via email. The Clerk referred to the Terms of Reference for this working group, its states that it should be in relation to Pontypool town centre only. Many of these projects are Pontypool community wide and not just the town centre, therefore it was agreed that the Terms of Reference be amended to reflect the whole of the Pontypool Community and district. <u>RECOMMENDED*:</u> (i) Obtain quotation for repairing and treating of Myfanwy Haycock statue. (ii) Research the removal and replacement of town centre benches in collaboration with TCBC. (iii) Keep PCC informed of the 'light we Crary' project.	Cllr GJ CD GC
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	(iv) Keep PCC informed of the 'Towns Together' project and specifically the Pontypool town centre clean-up day.	GC
	(v) The Clerk to update/amend the Terms of Reference for the working group.	CD
R10	<u>Proposed Date of Next Meeting</u> The next meeting will be scheduled for October, meet request to follow.	CD

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

Signed by Chair

NOTES OF THE YOUTH PROVISION – TASK & FINISH GROUP

15TH JULY 2026 AT 4PM

In Attendance:

Councillors: Gaynor James# (Chair), Linda Clarkson*, Lizzie Hunt#, and Allan Peploe#

Officer(s): Cath Drew - Clerk and minute taker

Also attending: Julian Davenne (Torfaen Play Service) and Dave Williams (Torfaen Youth Service)

Apologies: Apologies were received from Helen Cooling (Torfaen Youth Service)

* *Attending remotely via Microsoft Teams*

Attending physically in the Council Chamber

<u>Item No.</u>	<u>Subject and Decisions</u>	
1	<u>Welcome</u> The Chair Cllr G. James welcomed everyone to the meeting.	
2	<u>Previous Notes – 18 September 2025</u> The notes of the previous meeting, held on 18th September 2025 were received. The notes were accepted as a true record of the meeting and no comments were made. <u>RECOMMENDED*</u>: that the notes be recorded as a true record of the meeting.	CD
3	<u>Torfaen Youth Service</u> Dave Williams (DW) provided information outlining: • Youth Council: continues to raise the profile of the youth council and its activities, working	

collaboratively with the Torfaen Youth Alliance and TCC Youth Forum.

- Twinning residential (Aug 2025): 36 delegates and young people participated in a range of activities and experiences.
- Youth Clubs in Talywain and Griffithstown: open for 18 months, going from strength to strength. Cold Barn Farm is also a well-attended youth club.
- Holiday provision: trips through the half terms to Jump, Laser Tag, Go-karting and Cardiff city centre enabled young people to develop their team skills, budgeting and independent living skills.
- Partnership Working: working closely with Codi, older young people impacted by homelessness were offered life skills sessions in Hales House. Barod Cymru attended youth clubs to educate young people on substance misuse. Continue to work with the Play Service supporting young people move into High School.
- School Support and Transition – In partnership with Torfaen Play supporting year 6 young people in the transition, many attended the Outdoor Discovery Project. Moving up camps to be held in the summer.

A copy of the Torfaen Youth Service Newsletter was provided, which is a great way to highlight certain activity: Spotlight on Talywain Youth Club and Youth Work Training.

The Clerk pointed out that previous minutes (#4(i)) *'that the longer-term commitment of the partnership be discussed at Full Council'*, however this action remains outstanding. The Clerk asked members if they would like to consider proposing a more sustainably youth service, as a council who are investing our youth. Cllr LC suggested that due to the success of the provision she would like to see PCC build on this sustainable youth provision. It was agreed that the Clerk would liaise with D. Williams to develop a 3-year proposed plan (Memorandum of Understanding) to be reviewed at Full Council in September.

	There was a clear acknowledgement from members present that the partnership was meeting the Councils requirements. The Clerk asked if the Gwent Wildlife Trust project had crossed paths with TYS, as this is a potential recruitment opportunity for both partners, and it shows collaborative working, an introduction is required, the Clerk to introduce D. Williams to Rob Maggee (GWT). <u>RECOMMENDED*:</u> (i) that a 3-year plan is presented at Full Council, suggesting a more longer-term and sustainable service provision for youth of Pontypool. (j) Introduce D. Williams to GWT.	CD/DW CD
4	<u>Torfaen Play Service</u> Juliane Davenne (JD) provided an update on the work that Torfaen Play Service had done since the last meeting: • Impact Snapshot: 275 children and young people registered, 7 ongoing activities and 2 new play opportunities. • New Inn Activity Club: 55 children and young people registered with an average attendance of 25. • Garndiffaith Activity Club: 65 children and young people registered with an average attendance of 25. • Panted Club: 35 children and young people registered with an average attendance of 20. • Moving on up Transitional: there are 95 children and young people registered to attend this event. • Lego Club: 20 children and young people registered with an average attendance of 12. • New Lego Club 2: demand has led to this new event. • Saturday Play & Respite Sessions: indoor and outdoor play plus dedicated sensory room. Summer Play Impact Snapshot: 1,532 children and young people registered (86 with additional needs),	

	101 volunteers/helpers, 87 Play Staff and 7 provisions in summer. Once again there was a clear acknowledgement from members present that the partnership was meeting the Councils requirements. The Clerk re-iterated the requirement for the sustainable and longer-term prospect to be presented as a proposal to Full Council. <u>RECOMMENDED*:</u> (i) that a 3-year plan is presented at Full Council, suggesting a more longer-term and sustainable play service provision in Pontypool.	CD/JD
5	<u>Agree Next Steps</u> Discussion took place around the need to ensure that PCC continue to support these two elements of you provision and seek to make a longer-term commitment. The Clerk will work with DW and JD in developing a 3-year proposal for funding to be presented to Full Council. Both presentations delivered at this meeting to be sent to Cllr Lynda Clarkson as print outs were available to members in the chamber. Members agreed that more celebration of these successes is required, the Clerk will arrange for more social media exposure. <u>RECOMMENDED*:</u> that the Council: (i) that a 3-year plan is presented at Full Council, suggesting a more longer-term and sustainable youth service provision in Pontypool. (ii) Presentation shared with Cllr L. Clarkson. (iii) More social media exposure of the successes of Youth provision in Pontypool.	CD/DW/JD CD CD
6	<u>Date of Next Meeting</u> To be held in October, meet request to follow.	CD

*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 PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 22 JULY 2026**

In attendance:

Councillor: A Peploe# (in the Chair)

Councillor(s): L Hunt#, B Blacker#, J Cox*, A Gunter#, G James#, J James*,
L Jones*, N Jones*, J Martin#, R Matthews#, N Warren*

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

Also attending: P Egan*, One Voice Wales

* 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
114.	<u>Recording of Meeting</u> Members agreed that the meeting be recorded for minute taking purposes.	
115.	<u>Questions from the Public</u> No questions received.	
116.	<u>Apologies for Absence</u> Apologies received from Councillor(s) N Byrne, L Clarkson, S Lang, R Overton, C Price and N Simons.	KS/CP
117.	<u>Declarations of Interest</u> Councillor(s) G James, J James and R Matthews 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>RESOLVED:</u> that the declarations of interest be recorded.	KS/CP

118.	<u>Actions Log from previous minutes</u> Members were asked to note that there are no outstanding actions from the previous minutes. <u>RESOLVED:</u> that the information be noted.	
119.	<u>Committee Structure Review</u> The Chair welcomed Paul Egan to the meeting who provided an overview/summary of the Committee Structure Review report that they had been asked to undertake as part of the recommendations following the staff audit carried out in November 2025. There were four comparator Town Councils used for the assessment from Mid Wales, South-East Wales, South Wales and West Wales and the key points identified are shown in the tables attached to the report. The Chair thanked Paul for attending the meeting and for carrying out the review on behalf of PCC. <u>RESOLVED:</u> that the Clerk arrange a Task and Finish Group in September to work through the findings and develop recommendations for future approval by Council, and that membership is open to all Members.	CD
120.	<u>Full Council Meeting – 24 June 2026 – Minutes</u> Members were asked to approve the minutes of the Full Council meeting held on 24 June 2026. <u>RESOLVED:</u> that the minutes of the Full Council meeting held on 24 June 2026 be confirmed as a true record.	KS
121.	<u>Finance, Governance & Policy Committee Meeting – 1 July 2026 – Minutes</u> Members were asked to approve the Finance, Governance & Policy Committee minutes held on 1 July 2026. <u>RESOLVED:</u> that the minutes of the Finance, Governance & Policy Committee held on 1 July 2026 be confirmed as a true record.	KS
122.	<u>Events Committee Meeting – 8 July 2026 – Minutes</u> Members were asked to approve the Events Committee minutes held on 8 July 2026.	

	<u>RESOLVED:</u> that the minutes of the Events Committee held on 8 July 2026 be confirmed as a true record.	KS
123.	<u>Planning & Environment Committee Meeting – 8 July 2026 – Minutes</u> Members were asked to approve the Planning & Environment Committee minutes held on 8 July 2026. <u>RESOLVED:</u> that the minutes of the Planning & Environment Committee held on 8 July 2026 be confirmed as a true record.	KS
124.	<u>HDRC Project Update</u> This item was deferred. The Clerk informed the meeting that the HDRC Team would like to attend a Full Council meeting to provide an update on the HDRC project. <u>RESOLVED:</u> that arrangements be made for the HDRC Team to attend a Full Council meeting in either September or October 2026.	KS
125.	<u>Local Voluntary Funding (LVF)</u> The Committee was requested to approve the Local Voluntary Funding (LVF) applications in agenda item 12. 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 12 be approved.	CC/AA
126.	<u>Grounds Maintenance Grants (deferred from FG&P)</u> 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) New Panteg AFC (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 AFC
- (xx) Talywain RFC
- (xxi) Tranch AFC
- (xxii) West Mon RFC

Cllr Warren proposed that £1,000 be transferred from general reserves to support any additional requests.

A vote took place as follows:

Cllr Name	Approved	Not Approved	Abstained
B Blacker			✓
J Cox	✓		
A Gunter	✓		
L Hunt	✓		
G James	✓		
J James	✓		
L Jones	✓		
N Jones			✓
J Martin	✓		
R Matthews	✓		
A Peploe	✓		
N Warren	✓		

RESOLVED: that £1,000 be transferred from general reserves to support any additional requests.

CC

127. **Junior Sports Club Grants**

Cllr Warren informed the meeting that the junior sports club grants were discussed at the Finance, Governance & Policy Committee meeting on 1 July 2026 and a late application has been received from Tranch AFC.

RESOLVED: that Tranch AFC be awarded £307.86.

CC/AA

128. **Core Cost Applications**

The Committee received two core cost applications which were from the Finance, Governance & Policy Committee held on 1 July 2026) from the following organisation(s):

- (i) Cold Barn Farm
- (ii) Torfaen Talks CIC

	Cllr Warren advised that further information was requested from the two organisations in relation to what they would use the funding for. (i) Cold Barn Farm would use the funding to retro-fit the kitchen, create a wildlife garden and buy back to school packs for children and Cllr Warren suggested supporting the back to school packs for the children of Trevethin and to award them £1,000.00. Cllr Warren informed the meeting that Cllr Clarkson has asked if the Clerk can get in touch with Abersychan School to see if they are doing anything similar for underprivileged children in the area just to make sure that the Council are not duplicating the funding. (ii) Torfaen Talks CIC is a mental health charity and they offer counselling sessions to people and they pay what they can afford. The cost for a session is £20.00 and Cllr Warren suggested to award £500.00 to cover 20 sessions. <u>RESOLVED*</u>: that: (i) Cold Barn Farm be awarded £1,000.00 and informed that they can apply to the Biodiversity Community Green Grants fund to support the creation of the wildlife garden. (ii) Abersychan School is contacted to see if they are supporting back to school packs for underprivileged children. (iii) Torfaen Talks CIC be awarded £500.00.	CC/AA CD CC/AA
129.	<u>Requests for Financial Assistance</u> The Chair informed the meeting that requests for financial assistance has been received from Hip Hop 12. The Clerk advised the meeting that the original request was sent to a member of staff who was not in work at the time and the email was misplaced, hence the delay in coming to Committee. The request was originally to fund two events in May at New Inn Primary School and Ysgol Panteg. The events did not go ahead in May and if they are successful in receiving funding they would like to run these events during the autumn term. Cllr Matthews asked how much funding they were requesting. The Clerk advised that the workshops cost £3,000.00 in total. Cllr Warren advised that they would like to see, before any funds are allocated, is support from the schools to make sure they have	

	done their due diligence and talk to the headteachers and that this is actually something the headteachers want. The Clerk noted Cllr Warren's comments. <u>RESOLVED*</u>: that the Clerk contact the schools to make sure they are on board with the workshops and to report back to Council in September.	CD
130.	<u>Mothers and Daughters Fitness Classes</u> The Chair informed the meeting that a request has been received from Torfaen CBC to run mothers and daughters fitness sessions. Cllr Warren outlined the proposal and advised that this has been supported in the past. The total cost for the year is £1,520.00 and they proposed that the Council funds 6 months' worth of sessions in the first instance and then contact the organisation regarding attendance numbers etc and then consider funding them for another 6 months. <u>RESOLVED</u>: that the Council funds 6 months' worth of sessions at a cost of £760.00 and for the funds to be taken from the wellbeing earmarked reserve.	CC/AA
131.	<u>Policy Review</u> Members were asked to receive and note the information contained in the above Policy Review report, which will reduce the number of policies to be reviewed from 60 to 33 and bi-annually rather an annually. The whole policy review process to be streamlined and more efficient. Cllr Warren informed the meeting that they thought the report was a good piece of work which will help the Council operate more effectively and thanked the Clerk. The Clerk thanked the Deputy Chair as they were instrumental in assisting with this process. <u>RESOLVED</u>: that the Clerk and Deputy Clerk implement the changes.	CD/KS
132.	<u>The Democracy and Boundary Commission Cymru: The Torfaen (Communities) Order 2026</u> Members were asked to receive the above report. The Clerk has spoken to Torfaen County Borough Council and they are going to provide a summary of the report for PCC which the	

	Clerk will send to Members and arrange for it to be included on a future Full Council agenda. <u>RESOLVED:</u> that: (i) the information is noted; (ii) the Clerk to send a copy of the summary document to Members and include it on the agenda for a future meeting.	CD
133.	<u>One Voice Wales Awards 2026</u> Members received a verbal update from the Clerk on the One Voice Wales Awards held on 1 July 2026. The Council received 9 awards in total – 3 highly commended and 6 commended. The Chair thanked everyone for all the hard work undertaken over the past 12 months. <u>RESOLVED:</u> that the information is noted.	
134.	<u>Miscellaneous Correspondence</u> Members were asked to note the miscellaneous correspondence that had been sent to them during June/July 2026. <u>RESOLVED:</u> that the information is noted.	
	The recording of the Council meeting was stopped at this point.	
135.	<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 VIRTUAL EXTRAORDINARY MEETING OF PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 12 AUGUST 2026**

In attendance:

Councillor: A Peploe* (in the Chair)

Councillor(s): L Hunt*, N Byrne*, J Cox*, A Gunter* G James*, J James*,
L Jones*, S Lang*, R Matthews*, C Price*, N Warren*

Officer(s): C Drew*, Clerk

*Attending remotely via Microsoft Teams

The meeting was recorded for minute taking purposes as agreed by Members.

Min. no.	Subject and Decision	Action
138.	<u>Recording of Meeting</u> Members agreed that the meeting be recorded for minute taking purposes.	
139.	<u>Apologies for Absence</u> Apologies received from Councillor(s) L Clarkson, R Overton and N Simons.	KS/CP
140.	<u>Declarations of Interest</u> Councillor(s) N Byrne, 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. <u>RESOLVED:</u> that the declarations of interest be recorded.	KS/CP
141.	<u>To Consider Ongoing Absences</u> Members were asked to approve and vote on the ongoing absences from Committee meetings in respect of Brynwynn and New Inn Lower Wards. The Clerk informed the meeting that under the Local	

	Government Act 1972, Section 85 Council should resolve and vote on any long term or ongoing absences. Councillor Simons (Brynwern Ward) has written to the Clerk to seek approval from Council for their absence due to work responsibilities and recent health issues. They have advised that they will return and attend meetings in September. Councillor Warren asked if Members have the authority to approve it based on Standing Orders and the Constitution? The Clerk advised that it is a requirement in law that it is done in this way otherwise the Council would not be able to proceed from September onwards. Councillor Lang asked if the Councillor does not attend meeting in September what is the process then? The Clerk informed the meeting that in respect of both cases the rule is that a timeframe is agreed and the Clerk suggested that this is approved until the end of the term, ie May 2027. Councillor Cox asked whether it is legitimate to suggest in the event that a Councillor is not going to be attending for the next six months, that the Council ask for a volunteer amongst the attending Councillors to deal with any issues within the respective wards rather than the ward being unrepresented. Councillor G James advised that they cover that ward as part of their role as a County Borough Councillor and deal with any issues that arise. Councillor Warren asked if they would check that if the Council were six months out from the election, that seat would be vacant anyway, wouldn't it and the Council are just bringing that forward by a couple of months to save the expenditure? The Clerk advised that is correct. Councillor G James informed the meeting that it is actually November so for the sake of a couple of months then this is the way forward. Councillor Hunt informed the meeting that the New Inn Lower ward is represented as it is a two member ward and thanked the Clerk for calling the meeting as the Council do not want to spend further money on by-elections.	
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	The Clerk informed the meeting that in relation to the New Inn Lower Ward, Councillor Overton has met with the Clerk and asked for their ongoing absence to be approved formally for the foreseeable future due to ill health and again the Clerk suggested that this be approved for the remainder of the term. <u>RESOLVED:</u> that: (i) Councillor Simons absence is approved; (ii) Councillor Overton's absence is approved.	CD
	The recording of the Council meeting was stopped at this point.	

Signed by The Chair

**MINUTES OF A MULTI-LOCATION MEETING OF THE FINANCE,
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY
COUNCIL HELD ON WEDNESDAY 2 SEPTEMBER 2026**

In attendance:

Councillor: Nathan Warren# (Chair)

and Councillors: Lizzie Hunt*, Jon Horlor*, Gaynor James#,
Lisa Jones*, Nick Jones*, Jonathon Martin#,
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

	<u>FINANCE ITEMS</u>	
152.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
153.	<u>Apologies for absence</u> Apologies were received from Councillor(s) Nick Byrne, Lynda Clarkson and Richard Overton.	
154.	<u>Declarations of Interest</u> Councillor(s) Jon Horlor, 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. <u>RECOMMENDED*</u> : that the declarations of interest be recorded.	KS/CP
155.	<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.	
	The Chair informed the meeting that at the Annual Council meeting it was agreed that the budget priorities day will be held on Saturday 14 November 2026.	ALL
156.	<u>Schedule of Receipts and Payments</u> The Committee was asked to approve the schedule of receipts and payments for June and July 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 June and July 2026 as shown in the report, be approved noting the information.	CC
157.	<u>Use of Credit Card</u> The Committee was requested to approve the credit card payments covering 10 June 2026 to 9 July 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
158.	<u>Financial Comparison and Earmarked Reserves</u> The Committee was requested to consider the financial comparison report and earmarked reserves to the 30 July 2026. The Chair informed the meeting that the only thing to note was the new earmarked reserve for New Inn Scouts and the money needs to be spent this financial year. Cllr N Jones informed the meeting that this is pending a contract with Torfaen CBC and there is a possibility that it might not be resolved by the end of the financial year. The Chair asked would it be an issue if we carry that reserve over to the next financial year if we need to? The Finance Manager advised that as long as the Council has made the commitment, and it is definitely going towards that, then that should be fine.	CC

	Cllr N Jones asked that if the roof works did not happen for whatever reason, then of course the money will come back to the group, which is why it has been held in an earmarked reserve? The Chair confirmed that it will then go into general reserves. <u>RECOMMENDED*</u>: that the financial comparison reports and earmarked reserves be approved.	
159.	<u>Local Voluntary Funding (LVF)</u> The Committee was requested to approve the Local Voluntary Funding (LVF) application in agenda item 8. The Chair stated that the application had been checked and vetted by the Finance Manager. <u>RESOLVED</u>: that the LVF applications as outlined in agenda item 8 be approved.	CC/AA
160.	<u>Grounds Maintenance Grants</u> The Clerk informed the meeting that the email approval for the grounds maintenance payments was sufficient, however, on the understanding that we have a minute today to agree. So for minute purposes, it will be documented that we now have that minute and that will be ratified at Full Council at the end of the month. The Chair informed the meeting that when this was discussed at the last meeting, they just mentioned the new item on the agenda and didn't ask for all the subsequent pre-submitted requests to be approved so this was followed up on e-mail . <u>RECOMMENDED*</u>: that the grounds maintenance grant applications be approved retrospectively.	CC/AA
161.	<u>Junior Sports Club Grants</u> The Chair informed the meeting that an application has been received from Penygarn & Trevethin FC. <u>RECOMMENDED*</u>: that Penygarn & Trevethin FC be awarded £400.00.	CC/AA

162.	<u>Requests for Financial Assistance</u> The Chair informed the meeting that requests for financial assistance has been received from: (i) Garndiffaith Bowls Club (ii) EN Optimal Yoga (iii) Cerebal Palsy Cymru (iv) Community Library – Abersychan Ward <u>RECOMMENDED*</u>: that: (i) Garndiffaith Bowls Club – the Finance Manager has contacted the Club for further information. (ii) EN Optimal Yoga be awarded £750.00 for the first six months from the wellbeing budget. (iii) Cerebal Palsy Cymru be contacted to see if they support families in the Pontypool area. (iv) Community Library – Abersychan Ward be awarded £750.00 from the wellbeing budget.	CC/AA
163.	<u>IT Equipment</u> The Committee received a report to approve the purchase of 1 new laptop as there have been continued compatibility/technical issues with the existing laptop. The cost of the laptop is £976.04 with 3 year support at a cost of £66.36, totalling £1042.40. Cllr N Jones suggested that due to the fact that IT is fast moving that the specification of the equipment is checked. <u>RECOMMENDED*</u>: that the purchase of 1 laptop (with the appropriate up-to-date specification) be approved at a cost of £976.04 with 3 year support at a cost of £66.36, totalling £1042.40 and to be funded from the Office Equipment earmarked reserve.	RC/CC
164.	<u>Election Costs</u> The Clerk informed the meeting that due to there being two Councillor vacancies in the Abersychan Ward there is an anticipated cost of approximately £10,000 to £11,500 if there is going to be a by-election. The costs are so high because there are 4 polling stations in the areas which need to be manned.	

	Discussion took place regarding the distribution of polling cards and if the Committee wanted polling cards to be posted via Royal Mail or to be delivered by canvassers? <u>RECOMMENDED*</u>: that: (i) the approximate costs be noted; (ii) Polling cards be sent via Royal Mail.	CD
165.	<u>Acknowledgement(s)</u> The Committee received and noted the thank you letter(s)/acknowledgement(s) from: (i) After the Bell Club (ii) Cold Barn Farm (iii) St David's Hospice Care (iv) Torfaen Appeal Committee for the Urdd (v) Torfaen Museum Trust (vi) Torfaen Talks CIC (vii) Garndiffaith Bowls Club (viii) Griffithstown Junior AFC (ix) New Inn AFC (x) New Inn Juniors & Youth AFC (xi) Panteg AFC (xii) Panteg Cricket Club (xiii) Panteg Park Bowls Club (xiv) Pontnewynydd Cricket Club (xv) Pontypool United RFC (xvi) Race AFC (xvii) Sebastopol under 7s (xviii) Talywain RFC (xix) Tranch AFC (xx) West Mon RFC <u>RECOMMENDED*</u>: that the information be noted.	
166.	<u>POLICY ITEMS</u> <u>To review the following policies/criteria:</u> Members were asked to review the following:- (i) Artificial Intelligence and IT Policy (ii) Communication Policy (iii) Concerns and Complaints Policy (iv) Co-Option Policy	

	(v) Data Breach and Protection Policy – this policy has been amended as the General Data Protection Regulation and Data Protection Act 2018 is now called the UK General Data Protection Regulation and Data Protection Act 2018 “as amended by the Data Use of Data Use and Access Act 2025”. (vi) Document Retention and Disposal Policy (vii) Financial Procedures Manual The Clerk informed the Committee that all amendments/ changes have been highlighted yellow within the documents for ease of reference. <u>RECOMMENDED*</u>: that the above policies be adopted at Full Council.	
167.	<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

2 SEPTEMBER 2026

LOCAL VOLUNTARY FUNDING

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>	<u>Statutory Provision</u>
Councillor L. Jones	£1,000.00 (PROJECT)	Pontypool Town AFC	Storage unit to securely store equipment and resources.	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor. J. Horlor and Councillor N. Simons	£500.00 (£250.00 each) (PROJECT)	Pontnewynydd Sports and Social Club	A range cooker to help with kitchen sustainability .	Local Government (Miscellaneous Provisions) Act (1976) s.19
Councillor J. James	£500.00 (PROJECT)	Pantygasseg Residents Association	Purchase a defibrillator.	Local Government Act (1972), s137
Councillor C. Price	£200.00	Ysgol Feithrin Pontypŵl	We are revamping our reading corner.	Local Government Act (1972), s137

**MINUTES OF A MULTI-LOCATION MEETING OF THE EVENTS
COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD ON WEDNESDAY 9TH SEPTEMBER 2026**

In attendance:

Councillor Gaynor James# (in the Chair)

And Councillors: Caroline Price*, Anne Gunter*, Jon James#, Sarah Lang*,
 Allan Peploe#

Officers: Cath Drew#, Clerk
 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
168.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
169.	<u>Apologies for absence</u> Apologies received from Councillor(s) Nick Byrne, Lisa Jones, Rosemary Matthews and Nick Simons.	
170.	<u>Declarations of Interest</u> Councillor(s) Gaynor James, Jon 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. <u>RECOMMENDED*</u>: that the declarations of interest be noted.	KS

171.	<u>Party in the Park 2026</u> The Committee received a Debrief report on the 2026 Party in the Park event that took place on 11 July 2026. The Chair informed the meeting that they would like the Parade to be accompanied by music next year. The Committee thanked the H&S Lead and Projects & Events Officer for organising the event. <u>RECOMMENDED*</u>: that: (i) further consideration be given to the Parade for next year's event; (ii) a budget increase is considered at the budget priorities day.	CPr/SF CD
172.	<u>Christmas Cavalcade</u> The Committee received a report on the Christmas Cavalcade that is taking place on Saturday 5 December 2026. The first Working Party meeting is being held on 10 September 2026 and the notes of the meeting will be circulated to the Committee. <u>RECOMMENDED*</u>: that the Working Party meeting notes be sent to the Committee.	SF
173.	<u>Community Grants Presentation Evening</u> The Committee received a report on the Community Grants Presentation evening and asked to consider combining the presentation evening and annual dinner into a single event to be held in March 2027. The Clerk informed the meeting that to honour Ruth Tucker's legacy we would like to introduce an annual award in their memory to be presented at the Annual Dinner. <u>RECOMMENDED*</u>: that: (i) the two events be combined and held in March 2027; (ii) an annual award be introduced in Ruth Tucker's memory.	CPr/SF

174.	<u>Twinning</u> The Committee received a report on the Twinning events that took place in July and August 2026. The Projects & Events Officer informed the meeting that there was a significant increase in the cost of the flights from the time that estimates were provided to Full Council. The Clerk thanked the Projects & Events Officer for making the arrangements for both twinning events and making it work within the budget. <u>RECOMMENDED*</u>: that a budget increase is considered at the budget priorities day.	CD
175.	<u>Pooler Fest</u> The Committee received a report proposing to hold a Music Festival in 2027. The Clerk informed the meeting that they had attended Cwmbran Community Council's Crowfest event in July and found that much of the infrastructure is the same in terms of contacts that PCC uses for their 2 key events. The Projects & Events Officer has carried out some research relating to infrastructure costs, stage lighting, marketing and promotion etc and the cost to hold the event is approximately £30,000, however if the event is ticketed there will be an element of income generation to offset the costs. The Clerk informed the meeting that discussion still needs to be held regarding suitable venues and ticket costs. Cllr Gunter informed the meeting that the proposed date (30th May) clashes with the Eisteddfod being held at Tredegar House. Cllr Lang asked if it would be possible to have a Halloween festival rather than in the summer and hold it as a charity event. Discussions took place regarding using various venues throughout the day within Pontypool and finishing with a laser show, fireworks etc.	

	<u>RECOMMENDED*</u> : that Full Council is requested to approve additional budget of approximately £30,000 to hold the event.	CD
176.	<u>Committee Budget</u> Members received a copy of the budget within its remit including reserves. <u>RECOMMENDED*</u> : that the information be noted.	
177.	<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 some Members were car sharing, 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 9 SEPTEMBER 2026**

In attendance:

Councillor: Jon James# (in the Chair)

and Councillor(s): Nick Byrne*, John Cox*, Anne Gunter*,
Gaynor James#, Sarah Lang*, Jonathon Martin#,
Allan Peploe#

Officers: Cath Drew#, Clerk
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
178.	<u>Recording of Meeting</u> Members agreed that the Council meeting could be recorded for minute taking purposes.	
179.	<u>Apologies for Absence</u> Apologies received from Councillor(s) Lisa Jones, Richard Overton and Nick Simons	
180.	<u>Declarations of Interest</u> Councillor(s) Nick Byrne, 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

181.	<u>Action Log from Previous Minutes</u> The Committee were asked to note the minute actions log from the previous meetings. <u>RECOMMENDED*</u>: that the information is noted and a further update provided at the next meeting.	SF
182.	<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
183.	<u>Planning Determinations</u> The Committee received and noted Torfaen County Borough Council planning determinations for July 2026 and August 2026 including reasons for approvals or refusals. <u>RECOMMENDED*</u>: that the planning determinations be noted.	
184.	<u>Planning Applications: Plenary Powers</u> The Committee noted observations on planning applications which had already been submitted between meetings. <u>RECOMMENDED*</u>: that the plenary powers applications be noted.	
185.	<u>Notice Boards, Bins and Benches</u> The Committee received an update report on the noticeboards, bins and benches. The Projects & Events Officer informed the meeting that: <u>Noticeboards</u> (i) replacement noticeboard in Trevethin - consent to advertise has been applied and paid for.	

	(ii) new noticeboard in Upper Cwmynyscoy - this land is privately owned with no pavements so unable to install a noticeboard on this site and the Councillor who requested it has been notified. <u>Bins</u> A new request has been received for a bin to be installed at Festival Crescent, New Inn Upper at a cost of £305-£366 (dependent upon land ownership). <u>Benches</u> (i) new benches to be installed at the Canal (Pontypool stretch) and George Street Primary. TCBC are checking to ensure that the areas are suitable; (ii) replacement bench at Blodwyn Road is being replaced and paid for by TCBC; (iii) new request for a bench to be installed at Festival Crescent at a cost of £649 (including installation). <u>VJ80 Memorial Benches</u> (i) the Chair has liaised with the New Inn Primary Headteacher, who confirmed that they have consulted with the TCBC Safeguarding Officer and they are happy for the bench to be installed opposite the main entrance to the school; (ii) Folly Contractors have removed and disposed of the damaged bench in New Inn Lower free of charge; (iii) TCBC have undertaken an audit of the memorial benches and have identified some that are already in poor condition. The Chair advised that these benches are not fit for purpose, they have contacted a local company to provide a quotation for new benches. These benches will need to be replaced on an 'as and when' basis. <u>RECOMMENDED*</u>: that: (i) a new bin is purchased at Festival Crescent at a cost of £305-£366 (including installation); (ii) a new bench is purchased and installed at Festival Crescent at a cost of £649 (including installation);	SF SF
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	(iii) the VJ80 bench is installed opposite New Inn Primary School's main entrance; (iv) Full Council is requested to allocate a budget to replace damaged VJ80 benches.	SF CD
186.	<u>Planning and Environment Decisions Wales (PEDW)</u> Councillor Gunter informed the meeting that they wanted to bring to the Committee's attention the re-application of the PEDW Pylon at Llanhilleth. Following the recent wildfires there should be a change of plan. Discussion took place about the planning process at Welsh Government level and the lack of influence at TCBC level on such decisions. The Clerk suggested writing a letter from the Community Council and asked Councillor Gunter to send background information through to them. <u>RECOMMENDED*</u>: that the Clerk sends a letter on behalf of the Community Council, subject to Full Council approval.	CD
187.	<u>Committee Budget</u> Members received a copy of the budget within its remit including reserves. The Clerk informed the meeting that there is funds still available in the benches budget and suggested using some of these monies to replace the New Inn Lower VJ80 bench. <u>RECOMMENDED*</u>: that a report is brought to the next Committee meeting asking to approve the replacement of the New Inn Lower VJ80 bench using funds from the benches budget.	SF
188.	<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 VJ80 benches, noticeboards, bins and benches.	
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*This is a recommendation to Council, the final decision would be made by Council.

Signed by Chair

Planning and Environment Committee

Wednesday 9th September 2026

Planning Applications Commented on

1	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0332	Abersychan and Cwmavon	The Manse, Brynteg, Abersychan.	

PROPOSAL: Variation of Condition 1 of planning permission 25/P/0715/FUL to enable a change in the roof design.

Withdrawn.

2	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0334	Abersychan	The Manse, Brynteg, Abersychan.	

PROPOSAL: Raise garage roof and convert to annexe.

This Council has no observations.

3	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0353	Pontnewynydd	Old Ambassador Buildings 1 - 2 Estate Road.	

PROPOSAL: VAR Condition 2 - Opening Times of Food Truck to include Saturdays 9am - 6pm - of Application Reference Number: 26/P/0229/FUL - Change of use of land to site a food truck.

This Council has no observations.

4	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0363	Trevethin	68 Uplands Drive, Trevethin, Pontypool.	

PROPOSAL: Front parking area.

This Council has no observations.

5	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0364	Pontypool	64 Rockhill Road, Pontymoile, Pontypool.	

PROPOSAL: Replacement of the windows, roof covering, associated works and other isolated repairs.

This Council has no observations.

6	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0365	Garndiffaith and Varteg	Fordell House, Stoney Road, Garndiffaith.	

PROPOSAL: Construction of new 2 bed bungalow within the grounds of Fordell House at Plot 3, Fordell House Site, Stoney Road, Garndiffaith, Pontypool.

This Council has no observations.

7	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0367	Pontypool	Trostant Street Upper Car Park, Trostant Street.	

Proposed temporary construction compound with security fencing and double and single storey cabins for offices and welfare facilities.

This Council has no observations.

8	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0372	Garndiffaith and Varteg	18 Salisbury Terrace, Varteg, Pontypool.	

Proposed single storey rear extension.

This Council has no observations.

9	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0379	Pontypool	Flat 1, High Street, Pontypool, Torfaen.	

PROPOSAL: Replacement of flat roof with new mono pitched lightweight metal roof.

This Council has no observations.

10	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0386	Abersychan and Cwmavon	29 British School Close, Abersychan, Pontypool.	

PROPOSAL: Lawson cypress - Foliage tip lift to provide up to 1.5m Lawson cypress – Foliage tip lift to provide up to 1.5m vertical clearance over shed.

This Council has no observations.

11	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0389	Trevethin	Street Records, Orchard Farm Estate, Trevethin.	

PROPOSAL: Scots Pine - Foliage tip reduction on SW side of crown by up to 1.5m back to suitable lateral growth points to reduce weight/wind loading. Foliage tip lift to provide 2.5m statutory clearance over footpath.

This Council has no observations.

12	<i>Plan Number</i>	<i>District reference</i>	<i>Site reference</i>	<i>Other reference</i>
	26/P/0397	Abersychan and Cwmavon	Marston, Manor Way, Abersychan.	

PROPOSAL: Single storey wrap around extension and creation of hardstanding for off road parking (1 Parking space).

This Council has no observations.

Kerrie Smith

AGENDA ITEM 16 (1)

From: ksmith@pontypoolcc.gov.uk
Subject: FW: HIP HOP 12 Project question

Subject: FW: HIP HOP 12 Project question

Hi all

Please see the reply from the Head at New Inn Primary regarding the Hip Hop 12 Project. The item is on September Council but only Ysgol Panteg are aware of this at the moment.

Regards
Annette

Subject: RE: HIP HOP 12 Project question

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Annette,

Thanks for your email regarding the Hip Hop project. I've spoken to all staff at the school and no one has any knowledge or information about this project. For this reason, we won't require funding for it.

Best wishes,

Kate

Kate Prendergast
Head teacher / Pennaeth
New Inn Primary School / Ysgol Gynradd New Inn



Subject: FW: HIP HOP 12 Project question
Importance: High

External: This email originated from outside Torfaen County Borough Council. Please take care when clicking links.
Allanol: Mae'r e-bost yma wedi dod o'r tu allan i Gyngor Bwrdeistref Sirol Torfaen, cymerwch ofal wrth glicio ar ddolenni.

Hello Mrs Prendergast

I understand you are currently on your summer break, I just wanted to email to enquire about a funding request we have received.

Pontypool Community Council have received a funding request from "Hip Hop 12 Project" proposing to hold a workshop at New Inn School. The workshop was provisionally going to take place in May of this year but as we had not approved any funding it did not take place.

Councillors have asked me to contact you to see if you are aware of the proposed workshop and have agreed to it taking place at your school once funding has been secured.

If you could let me know by the end of this week please so that it can be discussed at the next meeting I would be most grateful.

Regards
Annette

Mrs Annette Ambrosen
Swyddog Cymorth Cyllid/ Finance Support Officer

Kerrie Smith

AGENDA ITEM 16(i)

From: ksmith@pontypoolcc.gov.uk
Subject: FW: Hip hop workshop at Ysgol Panteg

Subject: FW: Hip hop workshop at Ysgol Panteg

Hi both

At July Council there was an item on the agenda from Hip Hop 12 who were asking for funding of £3000 to fund 2 workshops at Ysgol Panteg and New Inn Primary School. The recommendation was to contact the schools mentioned to ask if they agreed to having the sessions at their schools. Ysgol Panteg have replied (see below) and I will chase New Inn?

Shall I put the item with the reply back on Full Council for discussion?

Regards
Annette

Subject: Hip hop workshop at Ysgol Panteg

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bore da!

I am Progress Step Lead at Ysgol Panteg.

I have received an email regarding the Hip Hop workshop that was proposed to happen in May and would like to confirm that we are still interested in this workshop happening in school if the council are still able and willing to fund. If you could please let me know, that would be greatly appreciated and I can co-ordinate with Miaer Lloyd to arrange the workshops.

Diolch yn fawr.

*Progress Step 2 and 3 Leader
Ysgol Panteg*



Gallagher

Insurance | Risk Management | Consulting

Private & Confidential

Mrs Cathryn Drew
Pontypool Community Council
35A Commercial Street
Pontypool
Gwent
NP4 6JQ
United Kingdom

12th August 2026

Dear Ms Drew,

Insurance Policy: Cyber Package
Client Name: Pontypool Community Council
Client Reference Number: 63684984
Quote Reference: 920281602
Effective Date: 11/08/2026

Blenheim House
1-2 Bridge Street
Guildford
Surrey
GU1 4RY

Tel: 01483 462 860

www.ajg.com/uk

Following our recent discussions, we are delighted that you have requested a quotation from Gallagher.

Enclosed is your quotation, this based on your requirements which you disclosed to us in our recent discussions. Our understanding of your requirements are shown in the enclosed documentation.

There are a number of documents enclosed and it is important that you review each of them. Within this letter we have summarised what we consider to be the most important points to assist you. We have directed you to those documents, or parts of documents, which you must read carefully.

Your Premium(s) for the forthcoming year are detailed as follows:

Policy	Insurer	Premium	Insurance Premium Tax	Administration Fee(s)	Insurer Fee(s)	Total Due
Cyber Package	Coalition Risk Solutions Ltd	£901.00	£108.12	£50.00	£50.00	£1,109.12
Total		£901.00	£108.12	£50.00	£50.00	£1,109.12

Cyber Package

Your Requirements and Our Recommendations

Cyber Insurance

Your Requirements and Our Recommendations



The power of Active Insurance

Active Insurance is designed to prevent digital risk before it strikes. It goes far beyond traditional insurance by providing technology and expert support before, during, and after an incident occurs.



Active Risk Assessment

Understand your risks in real time

- Personalised digital risk profiles: real time depletion of policyholder's risk
- Automated, intelligent underwriting: accurately evaluates and prices risk

Active Protection

Monitoring and alerting to identify and prevent risk before it strikes

- Continuous scanning and monitoring: across all connected assets
- Automated notifications: stay informed on new or changing risks

Active Response

In-house response teams & leading coverage if an incident occurs

- In-house claims and incident response: quick response to resolve and minimize losses
- Comprehensive coverage: broad coverage backed by trusted reinsurance partners

Prepared 11 August 2026
Pontypool Community Council

LIMIT / RETENTION
£500K/£1K

QUOTE #
C-4X00-008672

TOTAL*
£603.28

LIMIT / RETENTION
£1M/£1K

QUOTE #
C-4X00-008670

TOTAL*
£1,059.12

LIMIT / RETENTION
£2M/£1K

QUOTE #
C-4X00-008671

TOTAL*
£3,077.84

* Includes taxes and fees

Coalition, Inc. | 34-36 Lime Street, London EC3M 7AT | <http://coalitionx.com>



Prepared 11 August 2026
Quote Expiration Date 09 November 2026

Pontypool Community Council

LIMIT / RETENTION	£500K/£1K	£1M/£1K	£2M/£1K
QUOTE ID	C-4X00-008672	C-4X00-008670	C-4X00-008671
PREMIUM	£494	£901	£2,632
ADMINISTRATIVE FEE	£50.00	£50.00	£130.00
INSURANCE PREMIUM TAX (IPT)*	£59.28	£108.12	£315.84
TOTAL	£603.28	£1,059.12	£3,077.84

3RD PARTY COVERAGES (Sub-Limit / Sub-Retention)

Network and Information Security Liability	£500K/£1K	£1M/£1K	£2M/£1K
Regulatory Defence and Penalties	£500K/£1K	£1M/£1K	£2M/£1K
PCI Fines and Assessments	£500K/£1K	£1M/£1K	£2M/£1K
Funds Transfer Liability	£500K/£1K	£1M/£1K	£2M/£1K
Multimedia Content Liability	£500K/£1K	£1M/£1K	£2M/£1K

1ST PARTY COVERAGES (Sub-Limit / Sub-Retention)

Breach Response Services	72hrs/£0	72hrs/£0	72hrs/£0
Breach Response Costs	£500K/£1K	£1M/£1K	£2M/£1K
Crisis Management and Public Relations	£500K/£1K	£1M/£1K	£2M/£1K
Ransomware and Cyber Extortion	£500K/£1K	£1M/£1K	£2M/£1K
Direct and Contingent Business Interruption	£500K/8hrs	£1M/8hrs	£2M/8hrs
Proof of Loss Preparation Expense	£50K/£1K	£50K/£1K	£50K/£1K
Digital Asset Restoration	£500K/£1K	£1M/£1K	£2M/£1K
Computer Replacement and Bricking	£500K/£1K	£1M/£1K	£2M/£1K
Reputational Harm Loss	£500K/14d	£1M/14d	£1M/14d
Court Attendance	£50K/£1K	£50K/£1K	£50K/£1K
Criminal Reward	£50K/£0	£50K/£0	£50K/£0
Funds Transfer Fraud, Personal Funds Fraud, and Social Engineering	£125K/£1K	£250K/£1K	£250K/£1K
Service Fraud Including Cryptojacking	£100K/£1K	£100K/£1K	£100K/£1K
Impersonation Repair Costs	£50K/£1K	£50K/£1K	£50K/£1K
Invoice Manipulation	£250K/£1K	£250K/£1K	£250K/£1K
Reputation Repair	£500K/£1K	£1M/£1K	£2M/£1K
Any One Claim	✓	✓	✓

*For surcharge breakdown, see individual quote documents

COMMITTEE STRUCTURE REVIEW MEETING
TASK AND FINISH WORKING GROUP
2 SEPTEMBER 2026

Attending: Cllrs: AP/GJ/JJ/LH/SL/CP/NJ/NB/JC/NW
Officers: CD/KS

1. Report from Paul Egan (OVW)

Key Points:

- Greater delegation of decision-making
- Terms of reference are overlapping
- Absence of delegated making resulting in delays

2. Clerk's Report - Current Structure and Proposals for Consideration

- Merge 3 committee meetings – P&E, Events and Bio SC – could be called Operations Committee and held monthly. All items would be service delivery items with individual sub-headings on the agenda.
- Discuss the possibility of Regeneration becoming a committee to include community engagement including marketing and promotion etc. Held bi-monthly after Establishment Committee meetings.
- All Committees to have plenary powers for their allocated budget lines. Will then go to Full Council for ratification rather than approval.
- Members to advise Clerk/Deputy if attending the meeting in person or online.

3. Proposals for Discussion

GJ: Like the idea of merging meetings and having one Chair.

NW/

JJ: Meeting would be too long and a lot for Chair/Vice Chair to manage. NW suggested moving events into Regeneration/Community Engagement.

NJ: As a lot of the meetings are short on agenda items, have 3 Full Council meetings a month instead of individual committee meetings

CD: Guidance from OVW is that there should be a separate Establishment committee.

NW: A lot of work for the Chair and Vice Chair if 3 Full Council meetings.

- NJ: Could have joint Chairs/Vice Chairs to share the workload.
- LH: Firstly if we have Full Council meetings every week, staff could struggle to get agendas out and also hold pre-agenda meetings.
- JJ: BioSC is driven by individuals (NW) – if someone else was asked to take that on it would be a lot of work if merging with other Committees.
- NW: Chair would run P&E/Events and Vice Chair run Bio SC.
- CD: Full Council meetings will become strategic (guest speakers, ratification of minutes etc).
- AP: FC meetings – community engagement, lot of groups wanting to attend to give presentations.
- JC: Strongly in favour of reducing the meetings.
- SL: Completely agree, happy to amalgamate meetings but quite like the radical idea of 3 full council meetings to discuss everything.
- CD: Look to be smarter, more efficient. Make it a significant change, more practical etc.
- NW: Practicality of scrapping all committees – issuing of agendas and giving notice. Could we possibly do 2 FC meetings each month, 2 hours per meeting.
- CD: What is the rationale behind just having 2 Full Council meetings?
- NW: Transparency all Members involved, if Committees are given plenary powers – far less items on Full Council.

Next Steps

- Report to go to Full Council on two proposed revised structures:
 - Merging 3 committees into one Operations Committee
 - Abolishing all committees (except Estab) and having 2 Full Council meetings per month
- Amend governance documents.

Recommendations

Take these options to Full Council:

- New Operations Committee combining P&E, Events and BioSC.
- Regeneration and Community Engagement Committee
- X2 Full Council meetings per month.

Briefing Note for Community Council Clerks

Torfaen Community Boundary Changes 2027

Implications for Council Tax Precepts and Budget Setting for 2027/28

Purpose of this briefing

This briefing note has been prepared to explain how the community boundary changes taking effect from the May 2027 local government elections will affect the setting of Community Council precepts and the administration of Council Tax for the 2027/28 financial year. It is intended to assist in planning for the financial implications arising from the changes.

The note reflects advice and guidance received from Welsh Government, the Democracy and Boundary Commission Cymru, and guidance produced by Welsh Government and One Voice Wales regarding councils affected by community governance reviews.

1. Background

The Democracy and Boundary Commission Cymru has made **The County Borough of Torfaen (Communities) Order 2026**, which implements changes to community council boundaries and arrangements within Torfaen from the local elections in **May 2027**.

As a consequence of the Order:

- Some existing community councils will cease to exist.
- Some community boundaries will change.
- New community councils will be established.
- New elected councils will take office following the May 2027 elections.

For Council Tax purposes, these changes create a unique situation because community council precepts for 2027/28 would normally need to be determined before the new councils formally come into existence.

2. Why the 2027/28 Precept Arrangements Are Different

Under normal arrangements, each Community Council sets its own annual budget and determines the precept required to fund that budget. Torfaen County Borough Council as the billing authority then incorporates that precept into Council Tax calculations for the following financial year.

The 2027 boundary changes create a practical difficulty because:

- Council Tax levels for 2027/28 must be set before 1 April 2027.
- The new community councils will not be elected until May 2027.
- Some community councils that currently exist in 2026/27 will not represent the community areas which will exist from May 2027 onwards.

As the Torfaen changes arise from an Order made by the Democracy and Boundary Commission Cymru rather than directly by Welsh Ministers, separate regulations may be required to provide the legal framework for funding the newly constituted councils during their first year. The Welsh Government is currently considering the appropriate mechanisms to support implementation of the changes, including whether regulations may be needed to facilitate the setting of precepts.

3. Role of Welsh Government in Setting the 2027/28 Precepts

Welsh Ministers will determine the precepts for the newly constituted community councils for the 2027/28 financial year.

To enable this, Torfaen County Borough Council, as the billing authority, will provide Welsh Government with:

- The approved 2026/27 precept for each affected community council.
- The 2026/27 tax base relating to those councils.
- Tax base information for 2027/28 reflecting both the existing boundaries and the new boundaries that will apply from May 2027.
- Any evidence from community councils demonstrating that expenditure is likely to increase, for example because of additional borrowing costs, contractual commitments, or significant planned expenditure

Using this information, Welsh Ministers will calculate and formally notify:

- Torfaen County Borough Council; and
- each newly constituted community council

of the amount that will be treated as that council's precept for 2027/28.

This approach mirrors the arrangements already included within other Welsh community governance orders.

4. What This Means for Community Councils

Existing Community Councils

Community councils affected by dissolution, merger or boundary alteration will have set their budgets and precepts for 2026/27 in the normal way.

Newly Constituted Community Councils

For their first year of operation (2027/28), newly established community councils are expected to operate using the amount determined by Welsh Ministers rather than setting an independent precept before taking office.

The newly elected councils will then be responsible for:

- Managing expenditure within the funding available.
 - Developing budgets and financial plans for future years.
 - Setting their own precept for 2028/29 and beyond under the normal statutory arrangements.
-

5. Community Councils Directly Affected

Based on **The County Borough of Torfaen (Communities) Order 2026**, the councils affected by the precept transition arrangements will include the newly constituted community councils of:

- Croesyceiliog and Llanyrafon
- Ponthir
- Cwmbran
- Pontypool – we are waiting for further legal advice from Welsh Government as Pontypool will not see a direct change in tax base due to boundary changes

6. Council Tax Billing Arrangements

A key concern raised during discussions with Welsh Government has been whether residents would need to receive revised Council Tax bills following the May 2027 elections.

Welsh Government has indicated that it is considering arrangements that will allow the new community council structures and associated precepts to be reflected from the start of the financial year on **1 April 2027**, thereby avoiding the need to issue revised bills after the elections.

Subject to the outcome of those considerations, residents could receive their 2027-28 Council Tax bills based on the community council area in which their property will be situated once the new arrangements take effect.

7. Other Financial Matters Councils Should Be Considering

Whilst the precept-setting arrangements are important, councils should also begin planning for wider financial implications arising from the review. Further information can be found in the Key Considerations paper attached to this note.

8. Proposed Next Steps

Over the coming months Torfaen County Borough Council will:

1. Work with Welsh Government to provide the information required to determine the 2027/28 precepts.
2. Calculate and validate the relevant tax base figures for both existing and newly constituted community council areas.
3. Offer further advice and guidance if needed once the arrangements have been confirmed.

For further information please contact

Mark Ransom – Head of Revenues and Benefits - email: mark.ransom@torfaen.gov.uk;
or

Robert Green – Head of Financial Services – email: robert.green@torfaen.gov.uk

ONE VOICE WALES

Meeting of the Gwent Valleys Area Committee held at online
on Tuesday 7 July 2026 at 7pm.

Minutes

Present: Members

Councillor Steve Bard	Abertillery & Llanhilleth CC
Councillor Lewis Evans	Blaenavon Town Council
Councillor Angela Lewis	Blaenavon Town Council
Councillor Nigel Davies	Croesyceiliog & Llanyrafon CC
Councillor Lynne Higgins	Nantyglo & Blaina Town Council
Councillor Glyn Morvan (Chairman)	Nantyglo & Blaina Town Council
Councillor Allan Peplow	Pontypool Community Council

Present: No Clerks Present

Apologies for absence

Brynmaur Town Council	
Councillor Valerie Waters	Henllys Community Council
Councillor Ian Danaher	Ponthir Community Council

Apologies for Absence: Clerks

Kevin Warren, Clerk	Blaenavon Town Council
Cath Drew, Clerk	Pontypool Community Council

One Voice Wales: Officers in attendance

Maria Mulcahy: South Wales Development Officer

GV2026/41

Chair's Address

Chair welcomed members to the meeting especially Cllr Bard the representative of Abertillery and Llanhilleth CC as they have just come into membership with One Voice Wales.

GV2026/42

Apologies for Absence

Apologies for absence as set out above.

GV2026/43

Declarations of Personal Interest

There were none declared.

GV2026/44

To receive a presentation from Emma Goode - One Voice Wales Cost of Living Crisis Project Manager

Main points –

- The Cost-of-Living Crisis has not gone away, and further effects have been felt since the conflict in Iran.
- As a result of this project the team have hosted several webinars and events as well as creating toolkits and guides.
- Wavehill Research presented the Social Impact Assessment Report at the OVW National Conference and Awards Ceremony on the 1st July 2026.

The headline findings show £25.97 million of social value councils generated for communities across Wales, with £4.86 of value created for every £1 councils invested. These figures reflect the activity reported by the 237 councils who took part, but the true picture across Wales is likely to be significantly higher.

- The Cost-of-Living Crisis Project is being funded by Welsh Government until 2027.
- The Cost-of-Living Crisis small grants scheme has been launched. It offers a fixed grant of £500 to Community and Town Councils with an annual income of £25,000 or less that have not previously delivered cost of living support activities.

Councillors present highlighted that their councils as well as others provide financial support to very active community groups or organisations that are already providing warm spaces etc.,

Some councils hold special evenings to award the grants to organisations and another council advised that they produce a quarterly newsletter which highlights what the organisations have done with their financial support.

Emma confirmed that the financial support provided by councils to existing organisations is part of their record keeping and they are always looking for good practice information and guidance.

The Chairman thanked Emma for attending the meeting and she left the meeting.

ANNUAL GENERAL MEETING

GV2026/45

To elect a Chair for the year 2026/27

No nominations had been received.

It was **Resolved** that Cllr Glyn Morvan be re-elected as Chair and there were no objections

GV2026/46

To elect a Vice-Chair for the year 2026/27

Nomination had been received from Cllr Peploe prior to the meeting.

It was **Resolved** that Cllr Allan Peploe (Pontypool CC) be re-elected as Vice Chair and there were no objections

GV2026/47

Election of one representative and a substitute to serve on the National Executive Committee in accordance with the current governance framework of One Voice Wales and the role profile of a NEC representative.

It was **Resolved** Cllr Morvan continue to be the main NEC representative, and the Reserve will be Cllr Steve Bard. There were no objections.

GV2026/48

Arrangements for meetings in 2026/27 – The following dates were suggested:-

6 October 2026 (Remote)
12 January 2027 (Remote)
20 April 2027
27 July 2027

It was **Resolved** to accept the dates but MM to check on date of April Area meetings due to the Local Elections in May 2027.

ORDINARY MEETING

GV2026/49

Minutes of the meeting held on 21 April 2026.

It was **resolved** that the minutes are approved as a correct record

GV2026/50

Matters arising from the minutes held on 21 April 2026

It was **Resolved** that there were no matters arising from the minutes

GV2026/51 Developments in relation to charters/devolution of services/asset transfers.

It was **Resolved** that there are no updates but representative from Croesyceiliog & Llanyrafon advised that their council has signed up to the Civility and Respect Pledge.

GV2026/52 Councillor Training programme and Consultancy Services

Details of the training programme are circulated to all councils. One Voice Wales continues to deliver a broad range of training opportunities with bursaries available to eligible councils.

Consultancy service is also available to members.

It was **Resolved** that this information be noted

GV2026/53 Development of Good Practice Guidance

Since the last meeting, One Voice Wales had produced Practice Development notes on the following topics:

- 23. Martyn's Law
- 24. Standing Orders
- 25. Artificial Intelligence (including some additional advice)
- 26. Agenda format
- 27. Insurance

It was **Resolved** that the information is noted

GV2026/54 The draft minutes of the National Executive Committee (NEC) held on 19 June 2026

It was **Resolved** that the information is noted.

GV2026/55 The draft minutes of the Larger Councils Committee held on 15 April 2026

It was **Resolved** that the information is noted.

GV2026/56 Guest speakers for Future Meetings

It was **Resolved** that the Gwent Police and Crime Commissioner is invited to the October meeting and if she is not available to ask a representative from Gwent Police.

GV2026/57

One Voice Wales Cost of Living Crisis Project

Emma had highlighted the work of the team earlier in the meeting.

- a. Link to the Cost-of-Living Crisis Project website information had been circulated with the agenda.
- b. An update about the work that the team are doing had also been circulated with the agenda.

It was **Resolved** that the information is noted.

GV2026/58

Local Places for Nature – Update.

The Local Places for Nature website link had been given on the agenda.

It was **Resolved** that the information is noted and MM will circulate a copy of the Local Places for nature annual report.

GV2026/59

Correspondence and Consultations.

MM gave a summary of the information that had been circulated by One Voice Wales since April: -

- The Voice magazine exclusive to member councils was launched on the 9.4.26 and is circulated each month to member councils.
- The One Voice Wales E-bulletin – Issue 24- contains information on the Employment Rights Act 2025
- Cardiff Capital Region - Strategic Development Plan consultation - concludes on 21st July 2026.
- Invitation from Natural Resources Wales to attend the Community Flood Volunteer Events 2026
 - 10 September 2026 - Carmarthen
 - 24 September 2026 – Treforest

The venues need to know expected numbers in advance, so please let them know by 19 August 2026 if you are wishing to attend.

- Audit Wales sent a letter recently to all Councils about incomplete information being provided for audit. Please,

before you send Audit Wales your packs, check that you have provided EVERYTHING they have listed in the audit notice. If the required information is not available, please EXPLAIN this.

- Congratulations to all the One Voice Wales National Award winners. Full information can be found in issue 27 of the ebuletin.
- Mileage rates for expenses have gone up from 45p to 55p.
- One Voice Wales has sent an email out to all member councils requesting updates on area committee representatives.

It was **Resolved** that the information is noted.

GV2026/60

Upcoming Conferences, AGMs and Events:

- One Voice Wales Innovative Practice Conference – 30th September 2026.
- Joint OVW and SLCC online event on 18 November 2026.

It was **Resolved** that the information is noted.

GV2026/61

Matters for Referral to NEC

It was **Resolved** that there are no matters for referral to the NEC.

GV2026/62

News and Reports from Councils

Councils were invited to give a brief description of initiatives that were being planned or had been implemented. Examples reported are set out below

Croesyceiliog & Llanyrafon Community Council

- Worked with Cwmbran TC on the Big Event which took place in June

Abertillery & Llanhilleth CC

- In May the Council held a bilingual festival which started with a modest budget from the council.

- The Council have entered the 2026 Wales in Bloom. Last year was the first year they competed and received 5 silver awards.
- The council are supporting Aber Rocks which is taking place in July and is organised by Abertillery Blaenau Gwent RFA

Pontypool

- Party in the Park
- Eco quiz
- Youth festival development
- The Council are proud to have won several awards at the OVW awards ceremony
- The council have initiated the swift project in Pontypool. Swift boxes have been put up in Torfaen with cameras so that bird numbers can be monitored etc.,.
- Moth and coffee mornings have been set up.

Blaenavon Town Council

- Town council subsidised and organised two successful fashion shows which didn't cost anything due to ticket sales
- Trips for residents to Tenby and Bristol have taken place which proved to be very popular
- Their youth representatives have organised and set up a quiz night.
- Trips to Pontypool have been arranged for residents to go swimming.
- Also have a free film club

Nantyglo and Blaina

- Council looking to replenish plants in planters which are in the council area. A young adults group is also involved in this work.
- The Council are running an in bloom competition in their area for residents, schools and other organisations which is then judged by independent assessors.
- School holidays – swimming sessions, cinema scheme and play schemes all sponsored by the Town Council
- The Blaina Food festival will take place in August
- A beach is going to be set up in grounds of local church

It was **Resolved** that the information be noted

GV2026/63

Any other business at the discretion of the Chair

Cllr Peploe advised that he had been to Bretten for the weekend as part of the twinning relationship that Pontypool CC has with Bretten in Germany. A medieval festival "Peter and Paul Fest" takes place in the Bretten town each year at the beginning of July

It was **Resolved** that there was no other business

GV2026/64

Date of Next Meeting

- It was **Resolved** that the next meeting will be online at 7pm on 6 October 2026.