

**MINUTES OF A MULTI-LOCATION MEETING OF THE FINANCE,  
GOVERNANCE AND POLICY COMMITTEE OF PONTYPOOL COMMUNITY  
COUNCIL HELD ON WEDNESDAY 5 MARCH 2025**

**In attendance:**

Councillor: Nick Byrne (in the Chair)#

and Councillors: Anne Gunter#, Gaynor James#, Richard Overton\*,  
Caroline Price\*, Nathan Warren\*

also attending: Nick Jones\*, Stephen Senior\*

Officers: Lisa McMail#, (Clerk), Cindy Challenger#,  
(Finance Manager)

\* Attending remotely via Microsoft Teams

# Attending physically in the Council Chamber

	<b><u>FINANCE ITEMS</u></b>	
526.	<b><u>Recording of Meeting</u></b>  Members agreed that the Council meeting could be recorded for minute taking purposes.	
527.	<b><u>Apologies for absence</u></b>  Apologies were received from Councillor(s) Matt Ford and Lizzie Hunt.	KS
528.	<b><u>Declarations of Interest</u></b>  Councillor(s) Nick Byrne, Gaynor James and Caroline Price declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they were members of TCBC, as well as being members of Pontypool Community Council.  <b><u>RECOMMENDED:</u></b> that the declarations of interest be recorded.	KS
529.	<b><u>Schedule of Receipts and Payments</u></b>  The Committee was asked to approve the schedule of receipts and payments for January 2025. These payments have	

	<p>previously been authorised by the Committee Chair and Cllr G James and checked for accuracy by the Clerk.</p> <p><b><u>RECOMMENDED*</u></b>: that the receipts and payments for January 2025, as shown in the report, be approved noting the information.</p>	CC
530.	<p><b><u>Use of Credit Card</u></b></p> <p>The Committee was requested to approve the credit card payments covering 10 December 2024 to 17 December 2024.</p> <p><b><u>RECOMMENDED*</u></b>: that the payments made on the Council’s credit card, as shown in the report for the above periods, be approved.</p>	CC
531.	<p><b><u>Financial Budget Comparison and Earmarked Reserves</u></b></p> <p>The Committee was requested to consider the financial comparison report and earmarked reserves to the 31st January 2025.</p> <p><b><u>RECOMMENDED*</u></b>: that the financial comparison report and earmarked reserves be approved.</p>	CC
532.	<p><b><u>Local Voluntary Funding (LVF)</u></b></p> <p>The Committee was requested to approve the Local Voluntary Funding (LVF) applications in agenda item 7.</p> <p>The Finance Manager informed the meeting that the total funding for the New Inn Scouts should read £9,300.00. The breakdown was correct it was the total figure that needed to be amended.</p> <p>The Chair stated that all applications had been checked and vetted by the Finance Manager.</p> <p><b><u>RECOMMENDED*</u></b>: the LVF applications as outlined in agenda item 7 be approved.</p>	CC
533.	<p><b><u>Request for Financial Assistance</u></b></p> <p>The Committee received a request for financial assistance and agreed that a grant of:</p> <p>(i) £200.00 be awarded to Royal Ordnance Fellowship</p>	

	<p><b><u>RECOMMENDED*</u></b>: that the Royal Ordnance Fellowship be awarded £200.00.</p>	CC
534.	<p><b><u>Electricity Contract</u></b></p> <p>This item was deferred and will be discussed at the April meeting as the Finance Manager had not received the information.</p> <p><b><u>RECOMMENDED</u></b>: that the item be deferred until the meeting on 2 April 2025.</p>	CC/KS
535.	<p><b><u>IT Equipment Update</u></b></p> <p>The Finance Manager informed the meeting that this report was discussed at Full Council on 26 February 2025 where questions were raised regarding the leasing agreement and if it covered accidental damage.</p> <p>The Finance Manager had contacted the IT Supplier and the agreement did not cover accidental damage but the Supplier would provide accidental damage cover at a cost of £33.20 a month which would increase the cost from £241.19 to £274.39 for 36 months and that would cover any accidental damage for laptops and monitors.</p> <p>Cllr NW enquired whether or not it made sense to lease all nine laptops if only one is needed. It is a case that four new laptops would need to be replaced next year?</p> <p>The Finance Manager advised that although only 1 new laptop is needed now but it could be that in two months' time more laptops may need to be replaced as they could break down. It is difficult to know how long a laptop is going to last. With the leasing agreement all the laptops would be covered for three years following which the Council could continue to lease or decide to buy laptops. The majority of the laptops currently used by staff are between four and five years old.</p> <p>Cllr NJ commented if we don't need to replace all the laptops is there an option to take out a basic leasing and add to it as and when needed?</p> <p>The Finance Manager advised that this would not be an option as the contract would be for 36 months.</p>	

	<p>Discussion took place and it was agreed that the laptops would be purchased as and when required.</p> <p><b><u>RECOMMENDED</u></b>: that the laptops would be purchased as and when required.</p>	CC
536.	<p><b><u>The Ancient Horse Tradition/Y Fari Lwyd (The Grey Horse)</u></b></p> <p>Discussion took place regarding the request that had been received in September 2024 relating to the Ancient Horse Tradition.</p> <p>Cllr NW advised that he has contacted Ysgol Panteg as they were named in the correspondence that had been received and the Headteacher had informed him that they would not agree to take part in this tradition as they did not think it was suitable for children of the age groups in the school.</p> <p>Cllr AG advised that the event at the Museum which the Group stated they would be doing did not take place.</p> <p>The Committee agreed that the request for funding for this Tradition would be refused.</p> <p><b><u>RECOMMENDED</u></b>: that the request for funding be refused.</p>	CC/AA
537.	<p><b><u>Pontypool Public Toilets Contribution</u></b></p> <p>The Finance Manager informed the meeting that an invoice had been received from TCBC for £10,000 to contribute to the running cost of the public toilets in Pontypool but there was no budget allocated for this cost. If Council agreed to fund this then it would need to be funded from the general fund.</p> <p>Cllr NJ advised that he is very much against this funding request as it is a statutory duty for the Local Authority to provide public toilets and it had been discussed in meeting previously.</p> <p>Cllr NW informed the meeting that the toilets are not in a good condition so would question what the money was spent on.</p> <p>Cllr NB asked if invoices were received invoices on a regular basis?</p>	

	<p>The Clerk informed the meeting that the Local Authority had previously invoiced the Council for £20,000 (which was for four years) and that regular invoices had not been received.</p> <p>The Committee agreed that the Clerk would write to the Local Authority and advise that the Council would not fund the public toilets.</p> <p><b>RECOMMENDED:</b> that the Clerk write to the Local Authority and advise that the Council will not be funding the public toilets in Pontypool.</p>	LM
	<p><b>The recording of the Council meeting was stopped at this point.</b></p>	

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

Signed by the Chair.....