

Pontypool-Pont-y-pŵl

Community Council-Cyngor Cymuned

Striving to promote a positive cohesive community
Ymdrechu i hyrwyddo cymuned gadarnhaol a chydlynol

01495 365 951



www.pontypoolcc.gov.uk
25 January/Ionawr



Dear Sir/Madam,

You are summoned to attend a Multi-Location meeting of the **POLICY & FINANCE COMMITTEE** at **6.30 PM** on **WEDNESDAY 1 FEBRUARY 2023**.

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 **PWYLLGOR POLISI A CHYLLID** yn **Rhith Gyfarfod** am **6:30 yf, DYDD MERCHER 1 CHEWFROR 2023**

Cynhelir y cyfarfod o bell ar Microsoft Teams. 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

Lisa McMail
CLERK TO THE COUNCIL/ CLERC I'R CYNGOR

AGENDA

FINANCE ITEMS

1. **Apologies for absence**
To receive apologies for absence.
2. **Declarations of Interest**
Members to declare any interests in any items on Agenda.
3. **Schedule of Receipts and Payments**
To approve the schedule of receipts and payments for November & December 2022 (attached: page(s) 1- 6)
4. **Use of Credit Card**
To approve the credit card payments for November/December 2022 (attached: page(s)7 - 8)
5. **Financial Budget Comparison**
To receive and consider the financial monitoring report to the 31st December 2022 (attached: page(s) 9 – 12)
6. **Earmarked Reserves**
To receive a report of Earmarked Reserves available as at 30.11.22 (attached: page(s) 13)
7. **Local Voluntary Funding (LVF)**
To approve list of Local Voluntary Funding (table attached: page(s) 14 – 25)
copies of the applications are available on request.
8. **Table of LVF funding awarded to date**
See attached (page(s) 26 – 30)
9. **Request for a Laptop for New Role**
Please see attached report regarding the purchase of an additional laptop (attached: page(s) 31)
10. **Pontypool Public Toilets Contribution**
An invoice has been received for the agreed contribution to the Public Toilets running costs at £5000 per year for:
2019/20
2020/21
2021/22
2022/23
Note: This amount is held in the earmarked reserves.
Recommendation to agree and pay the invoice for £20,000 from the Public Toilet earmarked reserve.
(attached: page(s) 32)

11. **Request for Annual Maintenance of CCTV in Pontypool**

That the committee consider the annual CCTV maintenance invoice for the Pontypool Town Council Area from AVA for the period 1 November 2022 to 31 October 2023.

- o Pontypool Town Centre £4,603.50 plus VAT total £5,524.20
- o Trevethin Shops £930.00 plus VAT total £1,116.00

(attached: page(s) 33 – 45)

12. **Grants Distribution Lists**

To note that these lists will be circulated separately to all members with the dates for submission of each grant, along with a copy of the criteria. (Hard copy on request)

13. **Grant Aid**

To consider an additional application for Grant Aid from Vartog Community Association (attached: page(s) 46 – 47)

14. **Grants to be awarded in this financial year due to budget capacity.**

To suggest/recommend that Junior Sponsorship be transferred to a earmarked reserve if unused and the new Community Development Lead have this larger allocated budget as a first allocation.

15. **Feedback from food banks**

To receive and note the attached report with feedback received from the Food Banks whom we have supported on October 2022. (attached: page(s) 48 – 50)

16. **Levelling Up Funding**

To receive a verbal update from Councillor G James on the plans for Levelling Up Funding in Pontypool in her capacity as a Torfaen County Borough Council Councillor.

17. **Financial Request(s) Requests for Financial Assistance**

To consider requests for financial assistance from:

- (a) Bullies Out- (attached: page(s) 51 - 65)
- (b) Cerebral Palsy (attached: page(s) 66)

POLICY ITEMS

18. To review the following policies for adoption:

Absence Policy (attached: page(s) 67 – 76)

*Councillors: Lizzie Hunt (Chair) J. Killick (Vice-Chair), Vacancy, Jon Horlor, Jonathon Martin, Caroline Price Ben Rapier, Bob Rogers, Jools Rogers
Chairman (Councillor Matt Ford) and Leader (Councillor Mrs G. James) Ex-officio*

POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS

AGENDA ITEM 3

<u>Income - November</u>					
27/11/2022	30	HMRC	Vat Refund Qtr - 3C/09/22		7,954.46
01/11/2022	31	CCLA	Dividend Reinvested		2,578.11
					<u>9,542.57</u>
<u>Expenditure - November</u>					
14/11/2022	335	BP	Cartridge Save		364.56
14/11/2022	336	BP	Enerveo	Toner Cartridges	1,257.60
14/11/2022	337	BP	Restore Datasheed	Catenary Wire	68.74
14/11/2022	338	BP	Chloe Goddard	Disposal - Confidential Papers	1-7.97
14/11/2022	339	BP	Angos	Expenses - YP	83.07
14/11/2022	340	BP	The Card Company	Printer	152.50
14/11/2022	341	BP	Churches Fire & Security	Christmas Cards	23.51
14/11/2022	342	BP	Tonfaen County Borough Council	Alarm, Monitoring & Maint - Office	655.67
14/11/2022	343	BP	J S Cleaning Services	Buliding Clearing - November	198.00
14/11/2022	344	BP	ADT Fire & Security	Window Cleaner	276.00
14/11/2022	345	BP	Pentwyn Cricket	Inspection of Fire Alarm - Faults	250.00
14/11/2022	346	BP	Pentwyn Cricket	LVF - BR	250.00
14/11/2022	347	BP	Gamdfifain Community Association	LVF - JR	400.00
14/11/2022	348	BP	1st Portypool Brownies	LVF - GD	150.00
14/11/2022	349	BP	Portypool Park Golfing Bowls	LVF - GJ	200.00
14/11/2022	350	BP	Race AFC	LVF - GJ	400.00
14/11/2022	351	BP	West Mon RFC	LVF - JK	400.00
14/11/2022	352	BP	Pontymoile OAP Hall	LVF - JK	400.00
14/11/2022	353	BP	Gypsy & Traveller Association	LVF - JK	500.00
14/11/2022	354	BP	Portymole Community Hall	LVF - JK	400.00
14/11/2022	355	BP	Blaendare Allotments	LVF - JK	400.00
14/11/2022	356	BP	Abersychan Comprehensive School	LVF - GD	600.00
14/11/2022	357	BP	Dean Groves	LVF - GJ / RM / JJ	3,000.00
14/11/2022	359	BP	Dean Groves	LVF - CP / NB / NS	3,000.00
14/11/2022	360	BP	Cancelled	Duplicate	
					<u>23,467.72</u>

**POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS**

14/11/2022	361	BP	Chloe Goddard	Expenses - YP	b/f	13,467.72
14/11/2022	362	BP	Phil Anslow	Coaches - Eisteddfod		3.00
14/11/2022	363	BP	Lauren Heckler	Expenses - YP		450.00
14/11/2022	364	BP	Matthew James	Photo Pod - Christmas Cavalcade		49.44
14/11/2022	365	BP	Ms J S Barraclough	Horse & Carriage - Cavalcade		395.00
14/11/2022	366	BP	Wren Training	Training - YP		600.00
14/11/2022	367	BP	Contact Radios	Hire of Radios - Cavalcade		100.00
14/11/2022	368	BP	Angela May	Facepainters - Cavalcade		304.20
14/11/2022	369	BP	Greenroom Power	Technical Support - Cavalcade		300.00
14/11/2022	370	BP	Penygarn & Trevethin J AFC	Grounds Maintenance		1,170.00
14/11/2022	371	BP	New Inn Jnr/Youth AFC	Grounds Maintenance		746.00
14/11/2022	372	BP	Griffithstown AFC	Grounds Maintenance		373.00
14/11/2022	373	BP	New Inn FC	Grounds Maintenance		746.00
14/11/2022	374	BP	Panteg Cricket Club	Grounds Maintenance		373.00
14/11/2022	375	BP	Cwmffwrdoer Sports Club	Grounds Maintenance		373.00
14/11/2022	376	BP	Pontnewynydd Cricket Club	Grounds Maintenance		1,119.00
14/11/2022	377	BP	GarnDIFFAITH Bowls Club	Grounds Maintenance		373.00
14/11/2022	378	BP	Fairfield Utd AFC	Grounds Maintenance		373.00
14/11/2022	379	BP	Sebastopol J AFC	Grounds Maintenance		373.00
14/11/2022	380	BP	GarnDIFFAITH RFC	Grounds Maintenance		746.00
14/11/2022	381	BP	Talywain RFC	Grounds Maintenance		746.00
14/11/2022	382	BP	Race AFC	Grounds Maintenance		373.00
14/11/2022	383	BP	Pontnewynydd AFC	Grounds Maintenance		373.00
14/11/2022	384	BP	Pontypool park Bowls	Grounds Maintenance		373.00
14/11/2022	385		VOID			
14/11/2022	386	BP	BT Payment Services	Mobile Phone - YP		20.53
14/11/2022	387	BP	Initial Washroom Hygiene	Mat Service		82.71
14/11/2022	388	BP	J S Cleaning Services	Window Cleaner		108.00
14/11/2022	389	BP	Chubb Fire & Security	Maintenance - Fire Extinguishers		279.05
14/11/2022	390	BP	Restore Datashtred	Disposal - Confidential Papers		72.52
						<u>25,235.17</u>

**POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS**

14/11/2022	391	BP	One Voice Wales	Training - Members/Staff	25,235.17
14/11/2022	392	BP	Edge IT Systems	Finance Training - LM	225.00
14/11/2022	393	BP	Eden Springs	Water Cooler	36.00
14/11/2022	394	BP	Pontypool & Clytha Estates	Rent - Community Woods	82.80
14/11/2022	395	BP	SSE	Electricity Charges - Office	67.50
14/11/2022	396	BP	M Henderson	Disco - Cavalcade	1,842.43
14/11/2022	397	BP	Marshall & Hicks	Banners - Cavalcade	250.00
14/11/2022	398	BP	Joobleberry	LED Stilts - Cavalcade	810.00
14/11/2022	399	BP	The Willows	Hanging Baskets - Regen	1,140.00
18/11/2022	400	DD	British Gas	Electricity Charges - Unit 8	4,620.00
20/11/2022	401	DD	123 Telecom	Telephone / Internet Charges	24.06
24/11/2022	402	DD	Orbits	365 Monthly Licences	199.80
15/11/2022	403	SO	Torfaen County Borough Council	Salaries - October	72.00
04/11/2022	404	DD	Cathedral Leasing	Hygiene Disposal Bins	14,000.00
27/11/2022	405	DD	Torfaen County Borough Council	Rates - Office	41.59
27/11/2022	406	DD	Torfaen County Borough Council	Rates - Unit 8	883.00
17/11/2022	407	DD	Barclaycard	Various	177.00
					1,030.56

b/f

50,736.91

**POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS**

Income - December					
01/12/2022	32	Cash - PCC	Proceeds - Christmas Cavalcade	306.00	
01/12/2022	33	Cash - YP	Proceeds - Christmas Cavalcade	56.65	
15/12/2022	34	Garndiffaith Community Assoc	Christmas Tree Lights - Eneirveo	2,264.42	
07/12/2022	35	Andrew Holmes	Donation - Christmas Cavalcade	50.00	
01/12/2022	36	CCLA	Dividend Reinvested	2,024.79	
30/12/2022	37	Torfaen County Borough Council	Precept	238,662.33	
30/12/2022	38	ACT	Rental Received - 1 December	600.00	
					239,262.33

Expenditure - December					
18/12/2022	408	DD British Gas	Electricity Charges - Unit 8	25.22	
20/12/2022	409	DD 123 Telecom	Telephone / Internet Charges	199.80	
30/12/2022	410	DD British Gas	Gas Charges - Office	261.26	
15/12/2022	411	SO Torfaen County Borough Council	Salaries - October	14,000.00	
04/12/2022	412	DD Cathedral Leasing	Hygiene Disposal Bins	41.59	
27/12/2022	413	DD Torfaen County Borough Council	Rates - Office	883.00	
27/12/2022	414	DD Torfaen County Borough Council	Rates - Unit 8	177.00	
17/12/2022	415	DD Barclaycard	Various	815.66	
13/12/2022	416	DD Peninsula Business	Personnel Services	184.18	
09/12/2022	417	BP Garndiffaith Community Association	Hire of Hall - YP	120.00	
09/12/2022	418	BP Contact Radios	Reimbursement - Ear Piece	21.60	
09/12/2022	419	BP H C Challenger	Eye Test	30.00	
09/12/2022	420	BP L McMail	Reimbursement - Refreshments	38.30	
09/12/2022	421	BP Dance Stars Academy	Donation - Christmas Cavalcade	50.00	
09/12/2022	422	BP Marhall & Hicks	Swinger Sign / Sandwich Board	72.00	
09/12/2022	423	BP Olivia Williams	Expenses - YP	60.84	
09/12/2022	424	BP Crane Street Church	Donation - Christmas Cavalcade	100.00	
09/12/2022	425	BP Enchanted Birthdays	Entertainment - Christmas Cav	150.00	
09/12/2022	426	BP Johnstone Magic	Entertainment - Christmas Cav	275.00	
09/12/2022	427	BP S Warman	Services Provided - Christmas Cav	420.00	
					17,925.45

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**POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS**

13/12/2022	428	BP	Forest Traffic	Traffic Management - Christmas Cav	b/f	17,925.45
13/12/2022	429	BP	Penrhiwgyngi Farm Bakery	2nd Prize - Best Dressed Window		630.00
13/12/2022	430	BP	Rachel's Café	1st Prize - Best Dressed Window		200.00
13/12/2022	431	BP	Sharon Full Gospel Church	Hire of Hall - YP		300.00
13/12/2022	432	BP	Piping Hot Band	Band - Christmas Cavalcade		50.00
13/12/2022	433	BP	G L Jones	Play Area - Pontypool Park		75.00
13/12/2022	434	BP	Churches Fire & Security	Alarm Monitoring & Maint - Office		21,810.00
13/12/2022	435	BP	Torfaen County Borough Council	Insurance Recharge - Office 2022/23		23.51
13/12/2022	436	BP	Torfaen County Borough Council	Building Cleaning - December		976.45
13/12/2022	437	BP	Torfaen County Borough Council	Payroll Charges - November		655.67
13/12/2022	438	BP	J S Cleaning Services	Window Cleaner		5,982.49
13/12/2022	439	BP	One Voice Wales	IT Seminar - RC		108.00
13/12/2022	440	BP	H C Challenger	Prescription Spectacles		35.00
15/12/2022	441	BP	1st Garndiffaith Scouts	LVF - BR		75.00
15/12/2022	442	BP	1st Garndiffaith Scouts	LVF - JR		250.00
15/12/2022	443	BP	Comrades of the Great War - Pontypool	LVF - JJ		200.00
15/12/2022	444	BP	Friends of Pontypool Town	LVF - JJ		300.00
15/12/2022	445	BP	Comrades of the Great War - Pontypool	LVF - RM		200.00
15/12/2022	446	BP	Penywyn Terrace Allotments	LVF - JJ		300.00
15/12/2022	447	BP	TRAC2	LVF - JJ		200.00
15/12/2022	448	BP	Comrades of the Great War - Pontypool	LVF - JH		100.00
15/12/2022	449	BP	Friends of Garnteg School	LVF - LC		150.00
15/12/2022	450	BP	Friends of Ysgol Bryn Onnen	LVF - LC		150.00
15/12/2022	451	BP	Varteg Community Association	LVF - LC		200.00
15/12/2022	452	BP	Talywain Mini RFC	LVF - LC		200.00
15/12/2022	453	BP	Garndiffaith Bowls Club	LVF - LC		200.00
15/12/2022	454	BP	Cwmffwrdoer Sports Club	LVF - NB		100.00
15/12/2022	455	BP	Pontypool Park Bowls Men's Club	LVF - NB		100.00
15/12/2022	456	BP	Pontnewynydd Community Centre	LVF - NB		100.00
15/12/2022	457	BP	New Inn Stroke Group	LVF - NB		100.00

51,946.57

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**POLICY FINANCE COMMITTEE - 1 FEBRUARY 2023
SCHEDULE OF RECEIPTS and PAYMENTS**

15/12/2022	458	BP	Families need Fathers	LVF - NB	51,946.57
15/12/2022	459	BP	Cwmffwrdder Primary School	LVF - NB	200.00
15/12/2022	460	BP	Pontnewynydd History Society	LVF - NB	100.00
15/12/2022	461	BP	Pontnewynydd Friends for Life	LVF - NB	100.00
15/12/2022	462	BP	Ebenezer Community Project	LVF - NB	100.00
15/12/2022	463	BP	Pontnewynydd Cricket Club	LVF - NB	100.00
15/12/2022	464	BP	Merchants Hill Women's Guild	LVF - NB	100.00
15/12/2022	465	BP	Ebenezer Ladies Group	LVF - NB	100.00
15/12/2022	466	BP	Garniffaith Community Association	LVF - LC	400.00
16/12/2022	467	BP	ADT Fire & Security	Repairs - Fire Alarm	381.60
16/12/2022	468	BP	Initial Washroom Hygiene	Mat Service	22.38
16/12/2022	469	BP	Greenbarnes Ltd	4 Noticeboards	7,936.52
28/12/2022	470	DD	BT Payment Services	Mobile Phone - YP	20.53
21/12/2022	471	BP	TRAC2	LVF - JH	500.00
21/12/2022	472	BP	TRAC2	LVF - GJ	500.00
21/12/2022	473	BP	Parkinson's Support Group	LVF - RM	300.00
21/12/2022	474	BP	Lauren Heckler	Expenses - YP	24.58
13/12/2022	475	BP	1st Pontypool Brownies	LVF - GJ	150.00
13/12/2022	476	BP	Cartridge Save	Toner Cartridges	364.56
01/12/2022	477	BP	West Mon RFC	Grounds Maintenance	373.00
28/12/2022	478	DD	Peninsula Business	HR Personnel Services	184.18
					64,003.92

**POLICY & FINANCE COMMITTEE - 1 FEBRUARY 2023
BREAKDOWN - CREDITCARD PURCHASES (10 Oct - 8 Nov)**

DATE	PAYEE	DETAILS	DEPARTMENT	Total
Office Expenses				
L McMail - Credit Card				
08/11/2022	Royal British Legion	Wreaths	Remembrance Sunday	40.00
Office Expenses				
C Challenger - Credit Card				
08/11/2022	Cartridge Save	Toner Cartridges	Consumables	68.34
10/10/2022	Amazon	Storage Containers	Youth Project	24.05
22/10/2022	Amazon	Supplies	Youth Project	14.23
22/10/2022	Amazon	Office Supplies	Furniture & Equipment	69.67
22/10/2022	Amazon	Supplies	Youth Project	326.60
22/10/2022	Amazon	Event Supplies	Events	316.63
22/10/2022	Amazon	Supplies	Youth Project	98.33
22/10/2022	Amazon	Supplies	Stationery	50.87
30/11/2022	Facebook	Advertising	Christmas Cavalcade	1.11
30/11/2022	Amazon	DYMO Labels	Furniture & Equipment	15.74
30/11/2022	Amazon	White Board Markers	Stationery	4.99

TOTAL 1030.56

POLICY & FINANCE COMMITTEE - 1 FEBRUARY 2023
BREAKDOWN - CREDITCARD PURCHASES (10 Nov - 7 Dec)

DATE	PAYEE	DETAILS	DEPARTMENT	Total
Office Expenses				
L McMail - Credit Card				
10/11/2022	Royal British Legion	Wreaths	Remembrance Sunday	40.00
19/11/2022	Tesco	Selection Packs	Christmas Cavalcade	198.75
19/11/2022	Tesco	Selection Packs	Christmas Cavalcade	138.75
19/11/2022	Wilko	Supplies	Christmas Cavalcade	33.00
23/11/2022	Amazon	Refreshments	Christmas Cavalcade	84.50
23/11/2022	Iceland	Supplies	Christmas Cavalcade	61.05
23/11/2022	Wilko	Supplies	Christmas Cavalcade	58.25
26/11/2022	Wilko	Supplies	Christmas Cavalcade	17.50
26/11/2022	Wilko	Supplies	Christmas Cavalcade	1.75
26/11/2022	Farmfoods	Refreshments	Christmas Cavalcade	4.35
26/11/2022	Wilko	Supplies	Christmas Cavalcade	10.50
07/12/2022	Wilko	Refreshments	Christmas Cavalcade	1.85
				<u>650.25</u>
Office Expenses				
C Challenger - Credit Card				
10/11/2022	Amazon	Supplies	Stationery	5.78
11/11/2022	Amazon	Costumes	Christmas Cavalcade	89.98
22/11/2022	Amazon	Ink Cartridges	Consumables	22.76
30/11/2022	Facebook	Advertising	Christmas Cavalcade	24.03
05/12/2022	Amazon	Laptop Stand	Furniture & Equipment	22.86
				<u>165.41</u>
			TOTAL	<u>815.66</u>

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Financial Budget Comparison

Comparison between 01/04/22 and 31/12/22 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	Reserve Movements	Actual Net	Balance
INCOME					
Council					
101	Precept	£715,987.00	£0.00	£715,987.00	£0.00
105	V.A.T.Refund	£0.00	£0.00	£17,510.89	£17,510.89
110	Chairman's Charity	£0.00	£0.00	£187.46	£187.46
Total Council		£715,987.00	£0.00	£733,685.35	£17,698.35
Policy & Finance Committee					
301	Bank Interest (CCLA)	£200.00	£0.00	£9,035.92	£8,835.92
310	Barclaycard Rebate	£60.00	£0.00	£79.92	£19.92
Total Policy & Finance Committee		£260.00	£0.00	£9,115.84	£8,855.84
Events Committee					
501	Party in the Park	£0.00	£0.00	£1,206.00	£1,206.00
505	Christmas Trees	£0.00	£0.00	£1,887.02	£1,887.02
506	Christmas Cavalcade	£0.00	£0.00	£356.00	£356.00
520	Twinning Chairman's Visits	£0.00	£188.64	£188.64	£0.00
Total Events Committee		£0.00	£188.64	£3,637.66	£3,449.02
Youth Work Project					
701	Youth Project Misc Income	£0.00	£6,210.40	£9,169.55	£2,959.15
Total Youth Work Project		£0.00	£6,210.40	£9,169.55	£2,959.15
Total Income		£716,247.00	£6,399.04	£755,608.40	£32,962.36

Financial Budget Comparison

Comparison between 01/04/22 and 31/12/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	Reserve Movements	Actual Net	Balance
EXPENDITURE					
Establishment Committee					
2001	Salaries	£233,000.00	£0.00	£171,776.15	£61,223.85
2005	Professional Membership	£200.00	£0.00	£344.00	-£144.00
2008	HR Support Costs (Peninsular)	£0.00	£0.00	£368.36	-£368.36
2010	Conferences/Training	£2,000.00	£0.00	£575.00	£1,425.00
2015	Health and Safety & PPE	£1,500.00	£0.00	£1,045.50	£454.50
2020	Payroll Charges	£700.00	£0.00	£677.84	£22.16
Total Establishment Committee		£237,400.00	£0.00	£174,786.85	£62,613.15
Policy & Finance Committee					
3001	Rent, Rates & Water	£28,850.00	£0.00	£27,813.93	£1,036.07
3010	Fuel Charges	£7,500.00	£0.00	£4,180.72	£3,319.28
3015	Office Equipment & Consumables	£9,500.00	£0.00	£1,173.04	£8,326.96
3025	Cleaning	£9,050.00	£0.00	£6,728.75	£2,321.25
3030	Refuse/Disposal of waste	£500.00	£0.00	£372.70	£127.30
3035	Office Contracts	£10,645.00	£0.00	£7,850.60	£2,794.40
3040	Maintenance Costs	£3,000.00	£0.00	£318.00	£2,682.00
3110	Insurance	£5,500.00	£0.00	£4,987.90	£512.10
3120	Association Subscriptions	£6,100.00	£0.00	£6,086.00	£14.00
3122	Stationery	£1,600.00	£0.00	£1,045.94	£554.06
3125	Audit Fee	£4,200.00	£0.00	£0.00	£4,200.00
3130	Postages	£2,200.00	£0.00	£9.89	£2,190.11
3160	Photocopying Costs	£1,500.00	£0.00	£691.37	£808.63
3165	Advertising	£1,000.00	£0.00	£1,022.91	-£22.91
3170	Publications & Licences	£750.00	£0.00	£446.50	£303.50
3175	Website Design	£1,000.00	£0.00	£320.00	£680.00
3180	Welsh Language Translation	£800.00	£0.00	-£13.72	£813.72
3185	Bank Charges	£100.00	£0.00	£25.00	£75.00
3200	Local Voluntary Funding	£55,000.00	£0.00	£22,150.00	£32,850.00
3600	Election Expenses	£5,000.00	£10,834.09	£10,834.09	£5,000.00
3605	Chairman's Allowance	£1,500.00	£0.00	£1,500.00	£0.00
3610	Members Remuneration IRPW	£6,000.00	£0.00	£4,350.00	£1,650.00
3615	Repairs, Chain of Office	£500.00	£0.00	£0.00	£500.00
3620	Vice-Chairman's Allowance	£500.00	£0.00	£0.00	£500.00
3625	Conference Fees & Expenses	£500.00	£0.00	£0.00	£500.00
3630	Attendance Allowance	£500.00	£0.00	£210.26	£289.74
3635	Members Training	£2,000.00	£0.00	£705.00	£1,295.00
3640	Publicity Items	£1,000.00	£0.00	£100.00	£900.00
3645	Photographs	£150.00	£0.00	£0.00	£150.00
3650	Refreshments	£1,200.00	£0.00	£192.80	£1,007.20
4095	Maintenance of CCTV	£2,500.00	£0.00	£2,040.00	£460.00

Financial Budget Comparison

Comparison between 01/04/22 and 31/12/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	Reserve Movements	Actual Net	Balance
4105	Playschemes/FoodisFun	£29,000.00	£0.00	£29,000.00	£0.00
6001	Running Costs Grants	£18,000.00	£0.00	£18,000.00	£0.00
6006	Grounds Maintenance	£8,200.00	£0.00	£8,206.00	-£6.00
6010	Junior Sponsorship Grant (Section 19)	£6,000.00	£6,000.00	£6,000.00	£6,000.00
6015	Grant Aid for Community Halls/Facilities	£5,000.00	£0.00	£0.00	£5,000.00
6020	Grants- Misc	£5,000.00	£0.00	£1,390.00	£3,610.00
6025	Presentation Evenings	£1,500.00	£0.00	£0.00	£1,500.00
6035	Community Hardship Fund	£15,000.00	£0.00	£15,000.00	£0.00
6036	Play Packs	£2,000.00	£0.00	£0.00	£2,000.00
Total Policy & Finance Committee		£259,845.00	£16,834.09	£182,737.68	£93,941.41

Planning & Environment Committee

4001	Environmental Awards/Projects	£4,000.00	£0.00	£0.00	£4,000.00
4005	Litter Bins / Doggy Bins	£4,000.00	£0.00	£0.00	£4,000.00
4006	Community Notice Boards	£12,000.00	£0.00	£6,613.77	£5,386.23
4010	Spring Flowers	£2,500.00	£0.00	£0.00	£2,500.00
4015	Forest School	£2,000.00	£0.00	£1,250.00	£750.00
4020	Benches	£3,000.00	£0.00	£0.00	£3,000.00
4035	Environmental Quiz	£660.00	£0.00	£530.10	£129.90
4055	Woodland Rent & Amazing Tree	£150.00	£0.00	£135.00	£15.00
4090	Playground Equipment	£16,000.00	£0.00	£0.00	£16,000.00
4100	Pontypool Regeneration	£30,000.00	£0.00	£3,850.00	£26,150.00
4110	Public Toilets	£5,000.00	£0.00	£0.00	£5,000.00
Total Planning & Environment Committee		£79,310.00	£0.00	£12,378.87	£66,931.13

Events Committee

3655	Annual Dinner	£2,500.00	£0.00	£0.00	£2,500.00
5001	Party in the Park	£15,000.00	£12,892.96	£26,544.54	£1,348.42
5020	Christmas Lights	£60,000.00	£0.00	£47,952.25	£12,047.75
5025	Christmas Trees	£35,000.00	£0.00	£0.00	£35,000.00
5030	Christmas Cavalcade	£15,000.00	£0.00	£12,379.87	£2,620.13
5050	Eisteddfod	£9,000.00	£0.00	£3,515.70	£5,484.30
5065	Additional Events	£5,000.00	£0.00	£3,178.60	£1,821.40
5075	Poetry Competition	£500.00	£0.00	£141.98	£358.02
5080	Photography Competition	£500.00	£0.00	£0.00	£500.00
5085	Testimonials	£200.00	£0.00	£0.00	£200.00
5090	Chairman's Concert	£200.00	£0.00	£0.00	£200.00
5105	Youth Festival - incl Oversea Airmiles	£500.00	£3,019.33	£3,519.33	£0.00
5205	Twinning - Council's Visits	£500.00	£53.74	£553.74	£0.00
Total Events Committee		£143,900.00	£15,966.03	£97,786.01	£62,080.02

Financial Budget Comparison

Comparison between 01/04/22 and 31/12/22 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/22

	2022/2023	Reserve Movements	Actual Net	Balance
Youth Work Project				
7001 Youth Project	£58,750.00	£1,820.00	£50,133.87	£10,436.13
Total Youth Work Project	£58,750.00	£1,820.00	£50,133.87	£10,436.13
Total Expenditure	£779,205.00	£33,038.27	£517,823.28	£297,821.84
Total Income	£716,247.00	£6,399.04	£755,608.40	£32,962.36
Total Expenditure	£779,205.00	£33,038.27	£517,823.28	£294,419.99
Total Net Balance	-£62,958.00		£237,785.12	

AGENDA ITEM 6

Earmarked Reserves

Heading	Committee Responsible	Balance
Party In the Park 2022	Events	-
Events	Events	1,237.46
Election Expenses	P & F	22,408.91
Repairs	P & F	5,000.00
Office Equipment	P & F	4,944.58
Twining Youth Festival	P & F	21,975.41
Sponsorship Grants c/f from 31.03.22 Min No 400	P & F	-
Grant Aid - Halls Min No 247	P & F	1,150.00
Play Equipment	Planning & Environment	38,164.00
Environmental Awards/Projects 2022	Planning & Environment	3,000.00
Play Equipment - Maintenance 2022 -2027	Planning & Environment	5,000.00
Youth Project	Youth	3,429.00
Youth Project Reserve	Youth	17,900.00
Youth Council - Bank account closure	Youth	4,390.40
Earmarked Reserves Sub Total		128,599.76
		-
Pontypool Regeneration	P & F	160,461.01
<u>Total Earmarked Reserves</u>		<u>289,060.77</u>

POLICY AND FINANCE

1st February 2023

LOCAL VOLUNTARY FUNDING

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>	<u>Power/Act to Ward Grant</u>
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£500 (£125 each)	Panteg Cricket Club	To subsidise the cost of training and equipment, removing barriers to access	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£400 (£100 each)	Sebastopol Junior AFC	To maintain the pitch and provide kit for the teams	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25 each)	Torfaen Qigong	Running costs including hall hire	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and	£300 (£75.00 each)	New Panteg Junior RFC	To maintain the pitch and provide kit for the team(s)	Local Government (Miscellaneous Provisions) Act 1976, s.19

Councillor B. Rapier				
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£400 (£100 each)	Griffithstown Junior AFC	To subsidise kit and maintain grounds and changing rooms	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25 each)	Pontypool Retired Mens Society	Running costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£150 (£37.50 each)	Nidus Childrens Choir	To subsidise the cost of hall hire	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£200 (£50 each)	Torfaen Male Voice Choir	Running costs, ties and music	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and	£400 (£100 each)	Golliwopsies	Running costs and new toys	Power of Well Being s.2 Local Government Act 2000

Councillor B. Rapier				
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25.00 each)	Pontypool Chrysanthemum Society	Running costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£300 (£75.00 each)	New Panteg RFC	To maintain the pitch and provide kit for the team(s)	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£250 (£62.50 each)	Panteg Park Bowls	To repair, improve and maintain the grounds and club house	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£400 (£100 each)	Panteg AFC	To be put towards funding winter training	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and	£100 (£25 each)	Congregational Church Women's Guild	Running costs	Local Government (Miscellaneous Provisions) Act 1976, s.19

Councillor B. Rapier				
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier Griffithstown Ladies Club	£150 (£37.50 each)	Griffithstown Ladies Club	To subsidise running costs	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£350 (£87.50 each)	St. John Ambulance, Griffithstown	Repairs to the ceiling of the hall, after water damage from a leak	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£250 (£62.50 each)	Pontyfelin Bowls Club	Repairs to and maintenance of the green and site in general	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25.00 each)	Linden Singers	Running costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter,	£350 (£87.50)	Griffithstown Allotments Association	Upkeep of allotment sites, support for allotment holders	Power of Well Being s.2 Local Government Act 2000

Councillor N. Warren and Councillor B. Rapier				
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£300 (£75 each)	Griffithstown Community Hall	To subsidise running costs	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25.00 each)	Ennicroaft Crafting Club	It would go towards the rent for the use of Griffithstown Community Hall since, some weeks we don't take in enough to pay the rental, due to low numbers attending. We only charge £3 per head	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25.00)	Mello 'D'	To subsidise music costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£200 (£50 each)	Griffithstown Primary School	To buy outdoor play equipment	Power of Well Being s.2 Local Government Act 2000

Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£200 (£50 each)	Ysgol Panteg	To go towards Christmas gifts for those in need	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£400 (£100 each)	1 st Griffithstown Guides	Go towards census fees	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£400 (£100 each)	1 st Griffithstown Scouts	Repair and maintain the scout hall on Hill Street	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£500 (£125 each)	Panteg Foodshare	Running costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25 each)	Fruit & Veg Share at St. Oswalds	To help underpin and expand our activities within Sebastopol. Developing warm spaces and coffee mornings	Power of Well Being s.2 Local Government Act 2000

Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25 each)	Renew GBC	To buy some activities for people to join in with and supply refreshments	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£200 (£50 each)	West Monmouth School	To help repay the debts of free school meals children who have overspent and whose parents can't afford to pay	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£250 (£62.50 each)	Panteg House Bowls Club	The grant will be used to assist in the maintenance of the club and green, which we provide the labour and materials for	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£150 (£37.50 each)	Griffithstown Communal Gardens	Running costs	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£100 (£25 each)	Thrifty Fifties Quilters	To fund a speaker to teach a new skill at a meeting or a trip to a sewing place	Power of Well Being s.2 Local Government Act 2000

Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£1,000 (£250 each) PROJECT	Friends of Fishpond Park Panteg	To go towards a new pump and filter for the fish pond to be renewed before the park's centenary in 2024	Power of Well Being s.2 Local Government Act 2000
Councillor E. Hunt, Councillor A. Gunter, Councillor N. Warren and Councillor B. Rapier	£1,000 (£250 each) PROJECT	Panteg House Sports & Social Club	To go towards planting a summer meadow to improve biodiversity and an area for wildlife and towards tree maintenance	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor M. Ford	£1,000 PROJECT	St. Alban's RC School	We plan to take FSM children to Portugal for an international youth event. This will be their first experience abroad. This is a once in a life time trip for twelve days to experience other cultures meet with other youth that share the same faith and circumstances	Power of Well Being s.2 Local Government Act 2000
Councillor R. Matthews	£300	All Creatures Great and Small	To help look after animals	Power of Well Being s.2 Local Government Act 2000
Councillor G. James	£100	All Creatures Great and Small	To help look after animals	Power of Well Being s.2

				Local Government Act 2000
Councillor J. James	£100	All Creatures Great and Small	To help look after animals	Power of Well Being s.2 Local Government Act 2000
Councillor R. Overton	£500	Torfaen Scouts Active Support Unit	To assist with running costs of the club	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor R. Overton	£500	New Inn Pensioners	To assist with running costs of the club	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor R. Overton	£500	St. John Ambulance Pontypool Division	To assist with running costs of the organisation	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor R. Overton	£500	New Inn AFC	To assist with running costs of the club	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor R. Overton	£200	New Inn Youth and Junior AFC	To assist with running costs of the club	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor M. Ford	£500	Pontypool United	This is to support the under 16s on their tour to France	Local Government (Miscellaneous Provisions) Act 1976, s.19

Councillor M. Ford	£300	Pontypool United mini and Junior RFC	The money will be used to put volunteers through training and safe guard training to be able to train young children	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor C. Price	£50	Pontymoile OAP Club	Running costs	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor C. Price	£300	Tranch AFC	Running costs	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor C. Price	£500	Torfaen Museum Trust	Story telling equipment	Power of Well Being s.2 Local Government Act 2000
Councillor C. Price	£300	Pontypool AFC	Help with kits etc.	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor C. Price	£350	Pontypool 1 st Brownies	Craft items	Power of Well Being s.2 Local Government Act 2000
Councillor L. Clarkson	£50	Nifty Knitters	Running costs and equipment	Power of Well Being s.2 Local Government Act 2000
Councillor L. Clarkson	£200	Garndiffaith RFC minis and juniors	Additional running costs and equipment	Local Government

				(Miscellaneous Provisions) Act 1976, s.19
Councillor L. Clarkson	£200	Fairfield AFC	Help with running costs and equipment	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor L. Clarkson	£50	Paws and Cake	Additional running costs and equipment	Power of Well Being s.2 Local Government Act 2000
Councillor L. Clarkson	£50	Victoria Village Pensioners Club	Running costs and equipment	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor L. Clarkson	£150 PROJECT	Varteg Community Association	Help with costs	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor L. Clarkson	£100	Noddfa Food Bank	Food bank stock	Power of Well Being s.2 Local Government Act 2000
Councillor L. Clarkson	£100	Garnsychan Partnership lunch club	Additional running costs and equipment	Local Government (Miscellaneous Provisions) Act 1976, s.19
Councillor N. Byrne	£200	Stroke Association – New Inn Support Group	To provide a variety of activities to help with stroke survivors recovery including	Power of Well Being s.2 Local Government Act 2000

			planned coach trips in the summer	
Councillor J. Horlor	£400 PROJECT	Pontypool Retired Men's Society	<p>The organisation provided interesting and varied, weekly speakers who entertain with varied talks to stimulate interaction within the group.</p> <p>As technology has changed so much, we need to replace our own 10 years old laptop which has become incompatible with today's technology and therefore our attending guest Speaker equipment.</p> <p>Thus, causing a little embarrassment to all present!</p>	Power of Well Being s.2 Local Government Act 2000
Councillor J. Horlor	£500 PROJECT	Cold Barn Farm	Provide a warm safe space and offer hot drinks and warm snacks/light meals	Power of Well Being s.2 Local Government Act 2000
Councillor J. Horlor	£500 PROJECT	4 TH Gwent Boys Brigade	Start up camping Project for youngsters	Power of Well Being s.2 Local Government Act 2000

AGENDA ITEM 8

NOTE Councillors have £2500 each. Organisations cannot have more than £500 paid per year (Unless it is for a project)

Date	Organisation	Councillor	Trans number	Amount
01/06/2022	GarnDIFFAITH RFC	Lyn Clarkson		100.00
01/06/2022	GarnDIFFAITH RFC	Giles Davies		£100.00
06/07/2022	Pontypool and District Schools RFU Under 11s	Nick Simons		£500.00
06/07/2022	George Street Primary School	Nick Simons		£500.00
06/07/2022	Hope GB	Nick Simons		£500.00
06/07/2022	Cwmavon Village Hall and Residents Committee	Jools Rogers		£250.00
06/07/2022	Cwmavon Village Hall and Residents Committee	Bob Rogers		£250.00
06/07/2022	Lily Rose Ivy at Wainfelin and Tranch Hall Defib	Jon James		£500.00
07/09/2022	New Inn Juniors AFC	Keith James		£300.00
07/09/2022	Pontypool Retired Mens Society	Keith James		£400.00
07/09/2022	Tranch AFC	Gaynor James		£200.00
07/09/2022	Pontypool Town AFC	Rose Matthews		£200.00
07/09/2022	St Albans School	Matt Ford		£500.00
25/10/2022	TRAC 2	Rose Matthews		£500.00
25/10/2022	4th Gwent Boys Brigade	Rose Matthews		£300.00
25/10/2022	Pentwyn Cricket Field and Lethbridge Community Centre	Jools Rogers		£250.00
25/10/2022	Pentwyn Cricket Field and Lethbridge Community Centre	Bob Rogers		£250.00
02/11/2022	GarnDIFFAITH Community Association	Giles Davies		£400.00
02/11/2022	Pontypool Park (Girling) Bowling Club	Gaynor James		£200.00
02/11/2022	Varteg Community Association	Giles Davies		£300.00
02/11/2022	Fairfield AFC	Giles Davies		£200.00
02/11/2022	Garnsychan Partnership (PROJECT)	Giles Davies		£500.00
02/11/2022	1st Pontypool Brownies	Gaynor James		£150.00
02/11/2022	Abersychan Comprehensive School (PROJECT)	Giles Davies		£600.00
02/11/2022	Dean Groves (PROJECT)	Caroline Price		£1,000.00
02/11/2022	"	Nick Byrne		£1,000.00
02/11/2022	"	Nick Simons		£1,000.00
02/11/2022	Dean Groves (PROJECT)	Gaynor James		£1,000.00

02/11/2022	"	Rose Matthews	£1,000.00
02/11/2022	"	Jon James	£1,000.00
02/11/2022	Race AFC	John Killick	£400.00
02/11/2022	West Mon RFC	John Killick	£400.00
02/11/2022	Pontymoile OAP Club	John Killick	£400.00
02/11/2022	Gypsy & Traveller Association	John Killick	£500.00
02/11/2022	Pontymoile Community Hall	John Killick	£400.00
02/11/2022	Blaendare Allotments	John Killick	£400.00
23/11/2022	1st Garndiffaith Scouts	Jools Rogers	250.00
23/11/2022	1st Garndiffaith Scouts	Bob Rogers	250.00
23/11/2022	Comrades of the Great War - Pontypool	Jon James	200.00
23/11/2022	Friends of Pontypool Town	Jon James	300.00
23/11/2022	Comrades of the Great War - Pontypool	Rose Matthews	200.00
14/12/2022	Penywain Terrace Allotments	Gaynor James	300.00
14/12/2022	Comrades of the Great War - Pontypool	Jon Horlor	100.00
14/12/2022	Friends of Garnteg	Lyn Clarkson	150.00
14/12/2022	Friends of Ysgol Bryn Onnen	Lyn Clarkson	150.00
14/12/2022	Garndiffaith Community Association (PROJECT)	Lyn Clarkson	400.00
14/12/2022	Varteg Community Association	Lyn Clarkson	200.00
14/12/2022	Talywain RFC Mini & Jnrs	Lyn Clarkson	200.00
14/12/2022	Garndiffaith Bowls Club	Lyn Clarkson	200.00
14/12/2022	Trac (Project)	Jon James	200.00
14/12/2022	Cwmffrwdor Sports Club	Nick Byrne	100.00
14/12/2022	Pontypool Park Bowls Club	Nick Byrne	100.00
14/12/2022	Pontnewynydd Community Association	Nick Byrne	100.00
14/12/2022	New Inn Stroke Support Group	Nick Byrne	100.00
14/12/2022	Families Need Fathers	Nick Byrne	200.00
14/12/2022	Cwmffrwdor Primary School	Nick Byrne	100.00
14/12/2022	Pontnewynydd Local History Society	Nick Byrne	100.00
14/12/2022	Pontnewynydd Friends for Life	Nick Byrne	100.00
14/12/2022	Ebenezer Community Hall	Nick Byrne	100.00

14/12/2022	Pontnewydd Cricket Club	Nick Byrne	100.00
14/12/2022	Merchants Hill Baptist Church - Women's Guild	Nick Byrne	100.00
14/12/2022	Ebenezer Ladies Group	Nick Byrne	100.00
14/12/2022	Penywin Terrace Allotments	Jon James	200.00
14/12/2022	Trac (Project)	Jon Horlor	500.00
14/12/2022	Trac (Project)	Gaynor James	500.00
01/02/2023	Panteg Cricket Club	EH/AG/NW/BR	500.00
01/02/2023	Sebastopol Jnr AFC	EH/AG/NW/BR	400.00
01/02/2023	Torfaen Qigong	EH/AG/NW/BR	100.00
01/02/2023	New Panteg Jnr RFC	EH/AG/NW/BR	300.00
01/02/2023	Griffithstown Jnr AFC	EH/AG/NW/BR	400.00
01/02/2023	Pontypool Retired Men's Society	EH/AG/NW/BR	100.00
01/02/2023	Nidus Children's Choir	EH/AG/NW/BR	150.00
01/02/2023	Torfaen Male Voice Choir	EH/AG/NW/BR	200.00
01/02/2023	Golliwopsies	EH/AG/NW/BR	400.00
01/02/2023	Pontypool Chrysanthemum Society	EH/AG/NW/BR	100.00
01/02/2023	New Panteg RFC	EH/AG/NW/BR	300.00
01/02/2023	Panteg Park Bowls	EH/AG/NW/BR	250.00
01/02/2023	Panteg AFC	EH/AG/NW/BR	400.00
01/02/2023	Congregational Church Women's Guild	EH/AG/NW/BR	100.00
01/02/2023	Griffithstown Ladies Club	EH/AG/NW/BR	150.00
01/02/2023	St John Ambulance, Griffithstown	EH/AG/NW/BR	350.00
01/02/2023	Pontyfelin Bowls Club	EH/AG/NW/BR	250.00
01/02/2023	Linden Singers	EH/AG/NW/BR	100.00
01/02/2023	Griffithstown Allotments	EH/AG/NW/BR	350.00
01/02/2023	Griffithstown Community Hall	EH/AG/NW/BR	300.00
01/02/2023	Enirocraft Crafting Club	EH/AG/NW/BR	100.00
01/02/2023	Mello 'D'	EH/AG/NW/BR	100.00
01/02/2023	Griffithstown Primary School	EH/AG/NW/BR	200.00
01/02/2023	Ysgol Panteg	EH/AG/NW/BR	200.00
01/02/2023	1st Griffithstown Guides	EH/AG/NW/BR	400.00

01/02/2023	1st Griffithstown Scouts	EH/AG/NW/BR	400.00
01/02/2023	Panteg Foodshare	EH/AG/NW/BR	500.00
01/02/2023	Fruit & Veg Share at St Oswalds	EH/AG/NW/BR	100.00
01/02/2023	Renew GBC	EH/AG/NW/BR	100.00
01/02/2023	West Monmouthshire School	EH/AG/NW/BR	200.00
01/02/2023	Panteg House Bowls	EH/AG/NW/BR	250.00
01/02/2023	Griffithstown Communal Gardens	EH/AG/NW/BR	150.00
01/02/2023	Thrifty Fifties Quilters	EH/AG/NW/BR	100.00
01/02/2023	Friends of Fishpond Park	EH/AG/NW/BR	1,000.00
01/02/2023	Panteg House Sports & Social Club	EH/AG/NW/BR	1,000.00
01/02/2023	St Alban's RC School	Matt Ford	1,000.00
01/02/2023	All Creatures Great & Small	Rose Matthews	300.00
01/02/2023	All Creatures Great & Small	Gaynor James	100.00
01/02/2023	All Creatures Great & Small	Jon James	100.00
01/02/2023	Torfaen Scouts	Richard Overton	500.00
01/02/2023	New Inn Pensioners	Richard Overton	500.00
01/02/2023	St John Ambulance, Pontypool	Richard Overton	500.00
01/02/2023	New Inn AFC	Richard Overton	500.00
01/02/2023	New Inn Juniors AFC	Richard Overton	200.00
01/02/2023	Pontypool United RFC	Matt Ford	500.00
01/02/2023	Pontypool United Mini & Jnr RFC	Matt Ford	300.00
01/02/2023	Pontymoile OAP Club	Caroline Price	50.00
01/02/2023	Tranch AFC	Caroline Price	300.00
01/02/2023	Torfaen Museum Trust	Caroline Price	500.00
01/02/2023	Pontypool AFC	Caroline Price	300.00
01/02/2023	1st Pontypool Brownies	Caroline Price	350.00
01/02/2023	New Inn Stroke Support Group	Nick Byrnes	200.00
01/02/2023	Nifty Knitters	Lyn Clarkson	50.00
01/02/2023	Garniffaith Mini /Juniors RFC	Lyn Clarkson	200.00
01/02/2023	Fairfield AFC	Lyn Clarkson	200.00
01/02/2023	Paws & Cake	Lyn Clarkson	50.00

01/02/2023	Victoria Village OAP Club	Lyn Clarkson	50.00
01/02/2023	Varteg Community Association (PROJECT)	Lyn Clarkson	150.00
01/02/2023	Noddfa Food Bank	Lyn Clarkson	100.00
01/02/2023	Garnsychan Partnership Lunch Club	Lyn Clarkson	100.00
01/02/2023	4th Gwent Boys Brigade	Jon Horlor	500.00
01/02/2023	Cold Barn Farm	Jon Horlor	500.00
01/02/2023	Pontypool Retired Men's Society	Jon Horlor	400.00

Policy and Finance Committee

Wednesday 1st February 2023

Additional IT equipment requirement

1.0 Purpose of Report

- 1.1 To provide a quote to the Council for additional IT equipment requirements at the Community Council.

2.0 Equipment required

- 2.1 The new role of Community Development will require a laptop for a full time post.
- 2.2 It should also be noted that there is a spare laptop used for meetings in the Chamber, to have a spare laptop in the office is crucial as a backup for members of staff in case of laptop faults.

3.0 Quote and budget

- 3.1 Only one quote was obtained from Orbits IT, as they are our IT service provider with whom we have a supply and maintenance contract. If laptops were purchased from a different supplier, they would still need to be set up by Orbits IT for PCC use and this may cause delay.

1 @ £675 (+VAT)

This cost of £675 is in line with previous laptop purchased. (£580 March 2019/ £700 in March 2022).

Orbits have informed the Clerk that cheaper laptops are available, but they are not of sufficient quality.

- 3.2 It is proposed that one laptop be purchased,
- 3.3 The overall Office equipment budget of (3015) for 2023 is £9000, so far only £1218 has been spent. Therefore, the budget is sufficient for the new laptop.

4. Recommended

- 4.1 That one new laptop be purchased at a nett cost of £675 from the Council's established IT service supplier, Orbits IT.
- 4.2 The laptop be charged to Office Equipment budget code 3015/2.

Report author: Lisa McMail, Clerk

AGENDA ITEM 10

Revenues and Benefits Section
Civic Centre
Pontypool
Torfaen NP4 6YB

TORFAEN
COUNTY
BOROUGH



BWRDEISTREF
SIROL
TORFAEN

VAT Reg No/Rhif Cofrestru TAW : 655646605

Invoice/Anfoneb

DEAE17223961

Page/Tudalen: 1 of/1

PONTYPOOL COMMUNITY COUNCIL
35A COMMERCIAL STREET
PONTYPOOL
TORFAEN
NP4 6JQ

Contact Details/ <i>Manylion Cyswilt</i> : 'Call Torfaen' on /Galw Torfaen' ar 01495 766002	
Tax Point/ <i>Pwynt Treth</i> : 11/01/2023	Date of Issue/ <i>Dyddiad Cyhoeddi</i> : 12/01/2023
Customer Ref/ <i>Cyfeirnod y Cwsmer</i> : 00003582	

This invoice is payable within 14 days of issue unless other terms have been agreed
Mae'r anfoneb yn daladwy o fewn 14 diwrnod o'i gyflwyno oni bai y cytunwyd ar delerau eraill

Description of Charge / <i>Disgrifiad o'r Tâl</i>	NetCharge/ <i>Tâl Net</i>	VAT/ <i>TAW</i>	Total <i>/Cyfanswm</i>
Contribution to the running costs of Hanbury Road Public Conveniences for the years 19/20, 20/21, 21/22 and 22/23 at £5000 pa	20,000.00	0.00	20,000.00
Total Net/ <i>Cyfanswm Net</i>			20,000.00
Total VAT/ <i>Cyfanswm TAW</i>			0.00
Total Payable/ <i>Cyfanswm Sy'n Daladwy</i>			20,000.00

AGENDA ITEM 11
POLICY AND FINANCE COMMITTEE

1 February 2023

CCTV Request

1.0 Purpose of Report

- 1.1 To receive a financial request from Lyndon Puddy, Head of Public Services Support Unit from TCBC towards CCTV funding. (attached: Appendix 1)

2.0 Background

- 2.1 At the Full Council meeting on the 27th October 2021 (minute 223) it was agreed that as the Council had already made a resolution that it would only pay for the maintenance costs (not replacement costs) and that a letter to this effect be sent. (attached: Appendix 2)
- 2.2 At the Policy & Finance meeting held on the 1st June 2022 the Chair of Policy & Finance informed the meeting that last year (27 October 2021) the Council agreed to pay for the upkeep of CCTV cameras but not for the maintenance and repair as stated above (2.1). It was proposed and agreed at the P & F meeting that as the Council had saved money during the last year that the Council pay the bill this time but it be emphasised that the Council do not plan on paying it next year so there would be no expectation from TCBC (minute 46). These minutes were subsequently resolved by Council on the 22nd June 2022 (minute 74). Copy of e-mail sent to Mr Puddy with this information (attached: Appendix 3)
- 2.3 Background information sent to Clerk by Mr Puddy on 25 January 2023 (attached: Appendix 4):

Recommended:

- 3.0 That the Committee consider the CCTV request for 2023.

Mrs L McMail
Clerk
Pontypool Community Council

Lisa McMail

From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>
Sent: 12 January 2023 11:29
To: Lisa McMail (Clerk)
Cc: Lear, Sharon
Subject: CCTV annual maintenance Pontypool Town Council area

Follow Up Flag: Follow up
Flag Status: Flagged

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Morning Richard

Further to previous conversations, I've received the annual CCTV maintenance invoice for the Pontypool Town Council Area from AVA for the period 1 November 2022 to 31 October 2023

AVA – 8681 Pontypool Town Centre - £4,603.50 plus VAT total £5,524.20 and
 AVA – 8682 Trevethin Shops - £930.00 plus VAT total £1,116.00

Would you like me to pass these to you or we pay and recharge please?

Kind regards

Lyndon Puddy

Head of Public Services Support Unit (PSSU)/Pennaeth Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)

Public Service Support Unit (PSSU) / Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)

Torfaen County Borough Council / Cyngor Bwrdeistref Sirol Torfaen

Glantorfaen Road, Pontypool, NP4 6YB

Tel / Ffôn: 01495 742304

Email / Ebost: Lyndon.puddy@torfaen.gov.uk



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YMWADIAD: Mae'r wybodaeth sy'n gwynysedig yn yr e-bost yma a) yn eiddo i Gyngor Bwrdeistref Sirol Torfaen; a b) yn gyfrinachol. Fe'i bwriedir ar gyfer y derbynnydd yn unig. Os nad chi yw'r sawl y cyfeiriwyd hi ato, ni ddylech ddadlennu, copïo na dosbarthu'r wybodaeth neu ei defnyddio i weithredu. Os derbyniwch yr e-bost yma fel camgymeriad, gadewch i ni wybod ar unwaith drwy ffonio ++44 (0) 1495 766366, a danfonwch yr e-bost yn ol gydag unrhyw atodiadau. RHYBUDD: Gwnewch yn siwr bod gennych ddiogelwch feirws digonol cyn agor neu ddatgysylltu

Jane Wright

From: Richard Gwinnell
Sent: 10 November 2021 12:25
To: Jane Wright; Cindy Challenger; Ruth Tucker
Subject: FW: Maintenance contract CCTV Pontypool and Blaenavon

FYI

Richard Gwinnell
Acting Clerk
Pontypool Community Council

From: Richard Gwinnell
Sent: 10 November 2021 12:25
To: All members <Allmembers@pontypoolcc.gov.uk>
Subject: FW: Maintenance contract CCTV Pontypool and Blaenavon

Dear members

Please see below the email I have sent to Lyndon Puddy today re CCTV costs, for your information. I'm sure we haven't heard the end of it, but I've communicated the Council's position.

Best wishes

Richard Gwinnell
Acting Clerk
Pontypool Community Council

From: Richard Gwinnell
Sent: 10 November 2021 12:22
To: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>
Subject: RE: Maintenance contract CCTV Pontypool and Blaenavon

Dear Lyndon

Pontypool Community Council discussed your email at its meeting held on 27 October 2021. The Council decided that it would maintain its position decided previously, that it would contribute towards the maintenance only of those CCTV cameras situated within Pontypool. The Council was not minded to pay for CCTV replacement costs, as members believed that this should remain within the remit of the County Borough Council. While this may be a disappointment to Torfaen, Pontypool Community Council members were of the view that, by taking on this additional replacement cost, it would be taking on an extra responsibility, for which it had not budgeted, and which has been, for many years, within the remit of the County Borough.

Best wishes

Richard Gwinnell
Acting Clerk
Pontypool Community Council

From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>
Sent: 14 October 2021 10:38

From: Richard Gwinnell
Sent: 14 July 2022 11:58
To: Puddy, Lyndon
Cc: Lear, Sharon; Cindy Challenger; Pontypool; Lisa McMail; Jane Wright; Rebecca Cronin; Annette Ambrosen
Subject: RE: Quote QUO00110 from Audio Visual Alarms Fire and Security Ltd for

Hi Lyndon and sorry for the delay in getting back to you with an outcome on this.

Pontypool Community Council (PCC) recently agreed to pay the £2,040 cost (including VAT) for the repairs (replacement of failed wireless links) required for the CCTV, as referred to in your emails below and the quote dated 12 May 2022 from AVA.

PCC decided this with the express condition that PCC will pay this amount for the current year only, and that PCC makes no commitment to contribute to similar costs for replacement or repairs in future.

Please can you arrange for an invoice to be sent to us (to Lisa McMail, PCC's Finance Manager) as soon as possible. Lisa is on leave until 27 July but will arrange payment as soon as possible after that.

Many thanks

Richard Gwinnell
Acting Clerk
Pontypool Community Council
Tel 01495 365956
(Mon-Fri 9am to 2pm)

From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>
Sent: 16 May 2022 13:48
To: Richard Gwinnell <clerk@pontypoolcc.gov.uk>
Cc: Lear, Sharon <sharon.lear@torfaen.gov.uk>; Cindy Challenger <cchallenger@pontypoolcc.gov.uk>; Pontypool <Pontypool@pontypoolcc.gov.uk>
Subject: RE: Quote QUO00110 from Audio Visual Alarms Fire and Security Ltd for

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Thank you Richard

Lyndon Puddy
Head of Public Services Support Unit (PSSU)/Pennaeth Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Public Service Support Unit (PSSU) / Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Torfaen County Borough Council / Cyngor Bwrdeistref Sirol Torfaen
Glantorfaen Road, Pontypool, NP4 6YB

Tel / Ffôn: 01495 742304

Email / Ebo: Lyndon.puddy@torfaen.gov.uk



From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>
Sent: 25 January 2023 09:57
To: Lisa McMail
Cc: gaynor,james
Subject: RE: CCTV annual maintenance Pontypool Town Council area
Attachments: RE: Quote QUO00110 from Audio Visual Alarms Fire and Security Ltd for; CCTV proposal.docx

Follow Up Flag: Follow up
Flag Status: Flagged

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Hi Lisa, yes happy to talk, just for a little bit of background in advance.....

CCTV is a non funded corporate service within the Council in terms of its maintenance and repair. The CCTV only covers the areas of Blaenavon and Pontypool Town Councils. There are separate arrangement for Council owned premises where CCTV exists in Riverside Car Parks and the Car Park at the Civic Centre.

We made a one off capital investment in the existing CCTV 2 years ago and monitored by the SRS. There has been no recharge for the monitoring as this is subsumed within the general costs at the SRS and Council

I presented to both Pontypool and Blaenavon Town Councils at the point of investing in to the capital replacement and gave a very clear position at that point that with the replacement of cameras (that included the first years maintenance programme) ongoing maintenance could not be supported by the Council as it is not factored within the Council's base budget. At that meeting I asked for both Town Councils to take forward the ongoing maintenance costs and replacement of cameras going forward as the Council would not have the resources to do so.

We have an agreement in place with Blaenavon Town Council. I had contacted Richard last year, re a repair and enclosed is the response, we actually covered this cost at the time and have not recharged.

The position does need to be resolved in terms of ongoing maintenance for CCTV within the Pontypool Community Council Area. I also attach the report that was shared with the Council at the time of the discussions.

Can you let me know when you are free to discuss please?

Best wishes, I'm only across the road and happy to come to you.

Lyndon

Lyndon Puddy

Head of Public Services Support Unit (PSSU)/Pennaeth Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Public Service Support Unit (PSSU) / Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Torfaen County Borough Council / Cyngor Bwrdeistref Sirol Torfaen



From: Richard Gwinnell <clerk@pontypoolcc.gov.uk>

Sent: 16 May 2022 13:44

To: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>

Cc: Lear, Sharon <sharon.lear@torfaen.gov.uk>; Cindy Challenger <cchallenger@pontypoolcc.gov.uk>; Pontypool <Pontypool@pontypoolcc.gov.uk>

Subject: RE: Quote QU000110 from Audio Visual Alarms Fire and Security ltd for

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Allanol: Mae'r c-bost yma wedi dod o'r tu allan i Gyngor Bwrdeistref Sirol Torfaen, cymerwch ofal wrth glicio ar ddolenni.

Thanks Lyndon, we don't have a new Chair yet as we don't have our annual Council meeting until next week (and of course the Chair can't make a decision alone in any case).

We'll put this on the agenda for the PCC Policy and Finance Committee at the first opportunity and they can discuss it again.

Richard Gwinnell
Acting Clerk
Pontypool Community Council
Tel 01495 365956
(Mon-Fri 9am to 2pm)

From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>

Sent: 16 May 2022 13:36

To: Richard Gwinnell <clerk@pontypoolcc.gov.uk>

Cc: Lear, Sharon <sharon.lear@torfaen.gov.uk>; Cindy Challenger <cchallenger@pontypoolcc.gov.uk>; Pontypool <Pontypool@pontypoolcc.gov.uk>

Subject: RE: Quote QU000110 from Audio Visual Alarms Fire and Security ltd for

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Hi Richard

I have issued an instruction for the work to be repaired on this occasion. I did raise with the Council the position of the report content and have agreement with BTC to an additional 25% to the annual maintenance charge to cover repair and replacement costs. Is it possible to have a meeting with the Chair please to outline our position please, as the Council is aware we replaced all the cameras via the capital programme it's the maintenance/repair ie the revenue costs that's an issue as we have no dedicated repair budget for it.

Best wishes

Lyndon

Lyndon Puddy

Head of Public Services Support Unit (PSSU)/Pennaeth Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)

Public Service Support Unit (PSSU) / Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Torfaen County Borough Council / Cyngor Bwrdeistref Sirol Torfaen

38

Glantorfaen Road, Pontypool, NP4 6YB

Tel / Ffôn: 01495 742304

Email / E-bost: Lyndon.puddy@torfaen.gov.uk



From: Richard Gwinnell <clerk@pontypoolcc.gov.uk>

Sent: 16 May 2022, 13:22

To: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>

Cc: Lear, Sharon <sharon.lear@torfaen.gov.uk>; Cindy Challenger <cchallenger@pontypoolcc.gov.uk>; Pontypool <Pontypool@pontypoolcc.gov.uk>

Subject: FW: Quote QU000110 from Audio Visual Alarms Fire and Security Ltd for

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Allanol: Mae'r e-bost yma wedi dod o'r tu allan i Gyngor Bwrdeistref Sirol Torfaen, cymerwch ofal wrth glacio ar ddolenni.

Hi Lyndon, hope all is well with you. I have just received this email. Pontypool CC has not made any change to its previous decision about the CCTV maintenance costs. What happens now, are TCBC going to pay for the repairs?
Thanks

Richard Gwinnell
Acting Clerk
Pontypool Community Council
Tel 01495 365956
(Mon-Fri 9am to 2pm)

From: Pontypool <Pontypool@pontypoolcc.gov.uk>

Sent: 12 May 2022, 17:59

To: Richard Gwinnell <clerk@pontypoolcc.gov.uk>; Cindy Challenger <cchallenger@pontypoolcc.gov.uk>

Subject: FW: Quote QU000110 from Audio Visual Alarms Fire and Security Ltd for

This was in the PCC inbox.

Mrs Annette Ambrosen
Swyddog Prosiectau/ Events Officer
Cyngor Cymuned Pont-y-pŵl/Pontypool Community Council
35A Stryd Masnach/35A Commercial St
Pont-y-pŵl/ Pontypool
Torfaen
NP4 6JQ

01495 365951

From: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>

Sent: 12 May 2022, 13:01

To: Pontypool <Pontypool@pontypoolcc.gov.uk>

Cc: Lear, Sharon <sharon.lear@torfaen.gov.uk>

Subject: FW: Quote QU000110 from Audio Visual Alarms Fire and Security Ltd for

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Hi Richard

You would recall that I resented a report to the Council re CCTV that included significant capital investment from us in terms of renewal and proposal for the maintenance of the cameras to be a proposal for the town councils to support maintenance and repair. From memory the Council agreed to support maintenance but not the 25% toward repair. We now have our first issue on this as the cameras require repair. Has the Council changed their view in anyway or is it still a no to repair please, presently the cameras are not working.

Thanks

Lyndon

Lyndon Puddy

Head of Public Services Support Unit (PSSU)/Pennaeth Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)

Public Service Support Unit (PSSU) / Uned Cefnogi Gwasanaethau Cyhoeddus (UCGC)
Torfaen County Borough Council / Cyngor Bwrdeistref Sirol Torfaen
Glantorfaen Road, Pontypool, NP4 6YB

Tel / Ffôn: 01495 742304

Email / Epost: Lyndon.puddy@torfaen.gov.uk



From: Dixon, Mark <MarkDixon@srswales.com>

Sent: 12 May 2022 12:42

To: Puddy, Lyndon <Lyndon.Puddy@torfaen.gov.uk>

Subject: FW: Quote QU0001.10 from Audio Visual Alarms Fire and Security Ltd for

Hi,

Cameras in Pontypool town Centre have gone down because of failed link, Quote attached to get them repaired.



Mark Dixon

CCTV & Control room Supervisor,

Shared Resource Service, Ty Cyd 1, Gilchrist Thomas Estate, Blaenavon, NP4 9RL

Phone / Ffôn 01495 742922

Mobile / Ffôn Symudol:

Email/Epost: markdixon@srswales.com

From: noreply@joblogic.com <noreply@joblogic.com>

Sent: 12 May 2022 12:38

To: Dixon, Mark <MarkDixon@srswales.com>

Subject: Quote QU000110 from Audio Visual Alarms Fire and Security Ltd for

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40

Allanol: Daeth yr e-bost hwn o'r tu allan i'r Gwasanaeth Rhannu Adnoddau (SRS). Cymerwch ofal wrth glicio dolenni.



AVA
FIRE & SECURITY

www.ava.com

Dear Mark,

Here's quote QU0001.10 for £2,040.00. (incl VAT)

You may also view this quote online by visiting:

<https://portal.joblogic.com/Portal?id=52c64d25-a9b7-455c-act7-21556/9ff659>

If you have any questions, please let us know.

Thanks,

Audio Visual Alarms Fire and Security Ltd

Salvatore Turone, Unit 322 Woodside Way, Springvale Industrial Estate, Cwmbran, Torfaen, NP44 5PR



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CHIEF EXECUTIVE

20th APRIL 2020

CCTV

Report submitted and written by: Lyndon Puddy, Head of PSSU

1. Area Affected

1.1 Areas north of Pontypool

2. Purpose of Report

2.1 To provide:

- An update on the current position of CCTV owned within Torfaen and monitored through the Control Room;
- Potential options to be considered for the continuation of the service including considerations to expand provision together with a preferred recommendation.

3. Background & Report

- 3.1 CCTV within Torfaen was initially introduced by the Housing Directorate in the mid 1990's, primarily linked to community safety and resourced through the Housing Division for both the capital purchase and ongoing revenue maintenance. Images were monitored and recorded by the then Control Room based at the Civic Centre
- 3.2 Following housing stock transfer a temporary arrangement with Caerphilly to monitor was considered but that was subsequently withdrawn. Therefore, CCTV was transferred to the SRS where it sits today and monitored through the Control Room based at SRS in Blaenavon. The cameras were last upgraded in 2010.
- 3.3 CCTV images are monitored via the SRS and there is an arrangement in place to revenue fund the cost of monitoring based on the current camera numbers, however, provision does not cover the capital, maintenance and infrastructure costs of providing CCTV within the current arrangements.
- 3.4 The SRS currently monitor a total of 24 cameras, 5 in Blaenavon, 9 in Pontypool, 7 at the Riverside Car Park, 1 at Garndiffaith and 2 in Trevethin.
- 3.5 The Council has received requests from community groups and the Pontypool Community Council to increase monitoring in Pontypool Town Centre in response to instances of anti-social behaviour, particularly in the Riverside car park area.

- 3.6 In addition, the Pontypool cameras at Crane Street (Mayberry), George Street (Iceland) and Commercial Street (Barclays) have in the past been used to control the rising traffic control bollards in the town centre. Whilst these bollards are not currently operational due to an inability to secure replacement parts, any future system may require CCTV coverage.
- 3.7 Following a recent audit undertaken by the HoPSSU, as the Senior Responsible Officer (SRO) alongside CCTV staff for the use and recording of CCTV, owned by the Council in pursuant of the Protection of Freedoms Act 2012 and in compliance with the Surveillance Camera Commissioner identified the Council is in breach of the legislation as some cameras have failed and there is no maintenance contract in place.
- 3.8 In terms of their operability, the SRO asked for a professional assessment of the current system which was undertaken on 19 February by AVA Security (as the current company used when issues occur) and found the following
- The cameras and infrastructure with the exception of a recent replacement are all coming up to 10 years old.
 - 7 of these cameras are not working at all
 - The remaining 14 are of a poor quality (being 10 years old) and not fit for image evidence purposes
 - Some infrastructure and network connections are failing or in such a poor condition they require replacement.
 - Capital cost for the new cameras is £41,660. The cost for additional new network links and associate ancillaries is £8,900, totalling £50,560. There is also an annual maintenance fee of £11,160
- 3.9 In addition to the existing provision, there are the following further considerations
- Civic Centre Car Park – we have for many years been requested by staff to more actively monitor the car park which on occasions can be very intimidating as youths tend to congregate on different levels and there are reported issues of ASB and drug dealing. Not all are reported to the Police but there is a good stream of complaints via the Ask Alison website regarding these issues.
 - In an attempt to address the anti-social behaviour in the car park a Public Spaces Protection Order (PSPO) is in place on the car park which provides the Police with the powers to move people on and in some cases arrest people if they are considered to be behaving anti-socially. The Police patrol the Civic car park and the Community Safety Team work closely with the Police to follow up reported cases. However, no action has been taken against any individuals as it has not been possible to identify offenders.
 - Gwent Police have carried out a Crime Prevention Survey and have suggested a number of possible options to address the anti-social

behaviour and crime in the car park. CCTV monitoring is one of the measures suggested to address the issue.

- A recent assessment of tamper proof cameras and recordings were estimated at £14,850 installation and £1,980 annual maintenance costs.

4. Options

4.1 There are three options for the Council to consider linked to the requirements of the Surveillance Camera Commissioner and role of the SRO

4.1.2 **Option 1** – Cameras are removed and as such we would no longer be required to comply with the Protection of Freedoms Act 2012. In the current climate this is not considered a realistic option.

4.1.3 **Option 2** – Upgrade the existing CCTV system to cameras and infrastructure that are 'evidence quality' compliant and agree to fund provisions at £50,560 (inclusive of additional cabling) plus £11,160 maintenance.

4.1.4 **Option 3** – Option 2 plus inclusion of the Civic Centre car park. Civic Centre car park to include 4 cameras; the inclusion of the new system on the public system and a storage cost equates to £14,850. There will be an annual maintenance cost of £1,980. Therefore, in total this option would cost £65,500 capital with annual maintenance of £13,150.

4.1.5 **The recommended option is Option 3.**

5 Resource

5.1 The overall costs of the recommended option (3) is £65,500 Capital and annual maintenance of £13,150 total £78,650.

5.2 Additionally, there will also be a slight increase in the charge from the SRS as there will be four additional cameras to monitor and this cost will be met from the Council's ICT budgets.

5.3 In respect of the Capital Costs. These are relatively minor in the context of the Council's overall capital resources. The Assistant Chief Executive Resources has advised these can be funded from the capital contingency within the capital programme and authorized appropriately by him as a capital virement.

5.4 In terms of the revenue resourcing. The cameras cover the Community Councils of Pontypool and Blaenavon and previous conversations have taken place to develop more of a partnership approach to the funding of maintenance.

5.5 In light of the proposals within this report the HoPSSU will resurrect those discussions with the view of entering in to a formal arrangement around sharing the revenue/maintenance costs going forward. The revenue costs for 2020/21 of these proposals are likely to be minimal and will be met in the first instance from the PSSU budget. The costs for 2021/22 and beyond will be a matter to be considered as part of future budget considerations and will be informed by the outcome of the discussions with the Community Councils.

6 Consultation

6.1 The following consultation has taken place on this report:

- The Assistant Chief Executive Resources who has advised on the appropriate funding proposals
- The Monitoring Officer is content with the detail of this report
- The SRS Chief Operating Officer has confirmed he is satisfied with the detail and recommendation within the report.
- The Executive Member for Corporate Governance in whose portfolio responsibility rests is supportive of this proposal.
- The Executive Member for Resources who is content with the funding proposals outlined on the basis that they are supported by the Assistant Chief Executive Resources.

7 RECOMMENDATION

7.1 It is recommended that:

CCTV provision within Torfaen is improved on the basis of option 3 as outlined within this report.

Appendices **None.**

Background Papers **None.**

APPLICATION FOR ASSISTANCE TOWARDS



FINANCIAL GRANT AID

Name of Organisation:	Vartog community association
Contact Details Name: Role in Organisation Address: Telephone number: Email address:	Janis jones Secretary/ treasurer. 1 Salisbury Terrace Vartog Np47un. 07788621299, janisjones@hotmail.co.uk
Purpose of Organisation (max 100 words) Please also submit a copy of articles of association or constitution if not previously provided.	Articles previously submitted. A venue for local groups and activities, cheap hall hire, the committee also provides annual events for community such as parties for children at Halloween, Christmas and Easter
What does the facility offer / what groups meet there?	Groups are Gern partnership lunch club(no charge) , dominoes , crib and darts league teams
How is your facility managed? (eg a Management Committee)	Managed by committee members
Is the organisation a Registered Charity?	
Are there other area of support your organisation needs?	Utility bills
Who provides your organisation's main funding?	Main funding come from monies made from bar sales when open to league teams, we also make money from bar sales when we hire hall for events such as birthday and anniversary parties. We have received small grants fr local councillors.

<p>A grant from Pontypool Community Council is unrestricted funding. What difference does unrestricted funding make to your organisation?</p>	<p>None</p>
<p>Financial Position: Please submit your organisations Income and Expenditure and please include the balance sheet of your last audited accounts when submitting your completed application form.</p>	<p>Income - £17472.16 Expenditure - £18242.06</p>
<p>Do you have a Safeguarding policy if your facility welcomes children, young people or others who are vulnerable? How does your organisation meet the Well Being Objectives as set out in the Well Being Future Generations Act 2015</p>	<p>No / (please delete as appropriate)</p>
<p>Does your organisation have a Welsh Language Policy? FOR INFORMATION ONLY</p>	<p>/ No (please delete as appropriate)</p>
<p>What steps has your organisation taken or is going to take to reduce its environmental impact? Your answer could include but is not limited to:</p> <ul style="list-style-type: none"> • encouraging people to car-share or use public transport • reducing the use of pesticides or leaving areas to grow wild • reducing heating and electricity bills by installing insulation or low energy light bulbs 	<p>We have changed all lighting , Most people live nearby which reduces car use, many members car share when necessary. We are surrounded by graveyard so we don't encroach on surrounding green area.</p>

Please return your completed application form and any other requested documents by 15th December to:

Email: grants@pontypoolcc.gov.uk

Or

Pontypool Community Council
35a Commercial Street
Pontypool
NP4 6JQ

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AGENDA ITEM 13

Food Bank Donation

<u>Name of Food Bank</u>	<u>Comments</u>
Eastern Valley Food Bank	<p>Thank you so much. I acknowledge receipt of £2,500 from the Community Council.</p> <p>To give a rough estimate, using the calculation provided by Trussel Trust, that amount of money will provide approximately a tonne and a half of food, which in turn will make around 3,400 meals.</p> <p>Each emergency food parcel is made up of 3 meals a day for 3 days for however many people are in the household</p>
Helping Hands	<p>We have not spent all the money, but so far we have spent money on leaflets to get further donations of food and to help let people know we are here to help those in need.</p> <p>We have also bought items to help feed 84 families for Christmas eve/day and Boxing day. We have also continued to support 10 families weekly and are looking at what extra food items we are going to need for the rest of the year as the funding from you is all we get.</p>
Nodfa Church	<p>Thanks for all of your support!</p> <p>We are averaging about 50 families a week sometimes more or less, our youngest family are parents in their late teens and our oldest visitor is 90!</p> <p>He comes as much for the company and pastoral care as the food. We try to keep deliveries to old, infirm, disabled and emergency due to fuel</p>

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	<p>costs. At Xmas we sent out 37 as a final total of hampers.</p> <p>We are seeing so many more people due to the cold crises, terrible stories of people not being able to put heating on.</p> <p>We have a lovely couple who come in on a weekly basis, the lady is disabled. One week they ran out of food and survived on what they could make from windfalls off their apple tree. I have now made sure they have my phone number in case they have another emergency.</p> <p>All in all we are quite busy, we have had approximately 5 new families in the last fortnight.</p> <p>People are struggling so much. I wish I could do more.</p>
Garnsychan Partnership	<p>As a result of the very generous donation received from Pontypool Community Council, Garnsychan Partnership's Food Bank project has supported those in crisis or those at risk of food poverty with access to over 410 emergency food parcels. 410 households receiving a well packed food box that consists of all the essential supplies and fresh fruit and veg to ensure that those who are vulnerable or in crisis do not go hungry and have a nutritious meal. The parcels are made up of a 3 or 5 day supply depending on the individual or families circumstances.</p> <p>The impact of the cut to Universal Credit is being exacerbated by increases in the costs of the essentials – food, heating and fuel. As a result of this grant allowed us to be fully prepared for the need for emergency food to grow. Our food bank has been and will</p>

	continue be there to provide food and advice to people who need it the most, and to treat them with compassion and dignity.
Trac2	<p>24 October - 991 food items went out. 44 Adults 20 Children</p> <p>November - 808 food items went out. 53 Adults 35 children</p> <p>December - 2296 food items went out. 130 Adults 148 children</p> <p>Christmas Food Hampers 25-30 items Mince Pies, Christmas cake, Turkey Joint, Stuffing, Beef Joint</p>
Panteg House	Awaiting comments

AGENDA ITEM 17 (a)

Lisa McMail

From: Lisa Harrington <lharrington@bulliesout.com>
Sent: 17 January 2023 16:53
To: Lisa McMail
Subject: Fwd: Working Partnership-BulliesOut
Attachments: Impact Report 2021.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

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.

----- Forwarded message -----

From: Lisa Harrington <lharrington@bulliesout.com>
Date: Tue, 17 Jan 2023 at 16:51
Subject: Working Partnership-BulliesOut
To: <lmcmal@pontypool.cc.gov.uk>

Hi Lisa,

Thank you so much for your time today, I really appreciate it. As I explained if you could help in any way to raise awareness, funds and volunteers for BulliesOut it would be fantastic. Please read the information below and the attachments as working in partnership with BulliesOut may be something of interest to you.

I am the first fundraising employee of BulliesOut as a Corporate and Community Head Fundraiser, with this in mind we need as much help as possible to make a difference the statistics concerning bullying and suicide of children are shocking at a rate of 44%, please help!

As a partnership we can help alleviate and help children recognize the signs of bullying even with online platforms which is something that they feel they are unable to control, we at BulliesOut can help, please see the link below for website information.

How we can support Schools to prevent Bullying - BulliesOut

With this in mind at BulliesOut, we are striving to make changes within society not only for children but also within the workplace trying to eliminate bullying which costs the UK a loss of 18 billion pounds to our economy. Bullying also has a detrimental effect on the employee being bullied, emotional, physical, and psychological well-being is affected.

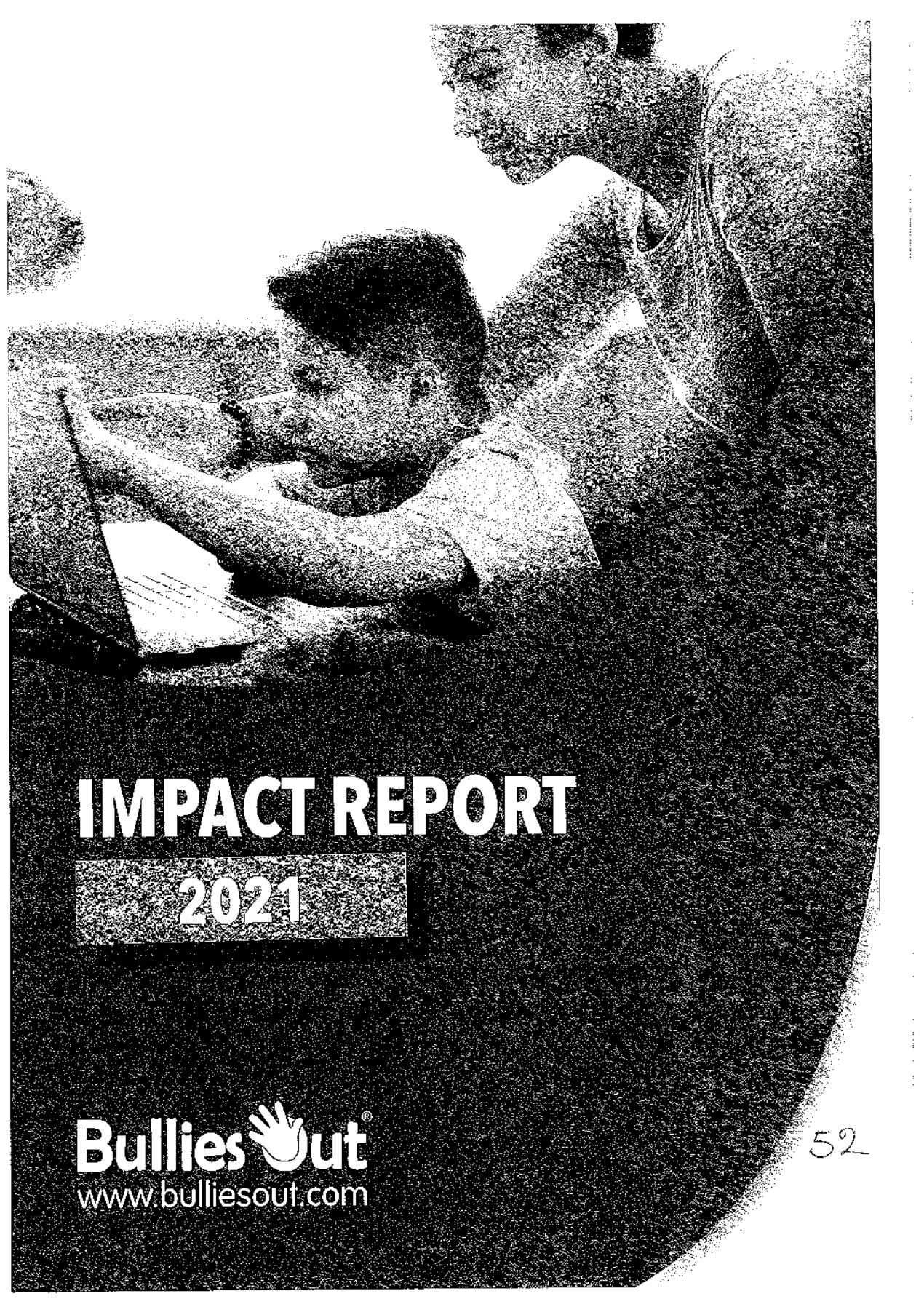
I have written this email to ask if you could support Bullies Out by funding the delivery of workshops in schools, colleges, universities, and workplaces that will be your chosen area or throughout the UK. We desperately need funds to deliver the service we provide to all schools and our other services, such as one-to-one counseling, and family support. I have attached our impact report so you can then see the severity of the problem.

We also offer a membership scheme which is a small donation of £5 annually if this is an option you could offer your residents/coworkers they would then receive an anti-bullying pack it would be a fantastic achievement to raise funds <https://bulliesout.com/get-involved/become-a-member/>

How can you get involved please click on the link:

<https://bulliesout.com/get-involved/>

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IMPACT REPORT

2021

Bullies Out[®]
www.bulliesout.com

OUR VISION, MISSION AND VALUES

Our Vision:

Our vision is for all young people to recognise their self-worth and potential and to flourish in a positive, caring environment free from oppression and abuse.

OUR MISSION STATEMENT

Our Mission:

To support individuals, schools, youth and community settings and the workplace affected by bullying.

Our Values:

- » **Ambitious:** We are ambitious, hardworking, and dedicated to supporting those we work with.
- » **Community:** We will continue to collaborate with organisations and partners in the community to complement the existing resources available.
- » **Empowerment:** We will strive to deal with the systemic issue of bullying and empower our beneficiaries to speak out and inspire change.
- » **Excellence:** Leading the field in best practice and high standards. To continue to grow, adapt and deliver our services with experience, passion, and skill.
- » **Integrity:** We are honest and fair and consistently act in-line with a moral code in all that we do.

We do our utmost to be ambitious and continue to deliver an excellent service to the people with whom we work.

The children and young people we work with are full of potential. They have the power to inspire change and we will continue to empower them to speak out against bullying and behave with integrity and as role models within their communities



A MESSAGE FROM LINDA JAMES MBE, FOUNDER/CEO

Steve Jobs once said "Great things in business are not done by one person, they are done by a team of people"

This is so true when I think of BulliesOut. We may be a small team, but the dedication and commitment we have for our work is huge and this is shown in everything we do.

We believe that young people have the power to Inspire Change and Make a Difference. However, we know that when a person is bullied, it impacts on their dreams and aspirations, their academic ability and their overall emotional well-being and this can have a major impact on their mental health.

At BulliesOut, in addition to our e-mentoring support, we provide innovative, engaging and interactive anti-bullying workshops and training programmes that are developed to help people understand the impact of their actions, which in turn can help reduce bullying behaviour in schools and the workplace; change attitudes and behaviours, recognise and respect difference, understand impact and consequences and raise confidence and self-esteem.

Our work helps so many young people and adults to overcome the effects of

bullying behaviour, enabling them to grow in confidence and self-esteem and improve their mental health.

We're leading the way for a future where all those affected by bullying behaviour feel listened to and supported. We're here to make sure they receive support and have the resilience to overcome what is happening to them.

The bullying issue in our schools and workplaces is real and it is urgent. It is this premise that keeps us focussed on our objectives for the year ahead.

I am very proud of our wonderful team, of the amazing people we work with, and I am eternally grateful to each and every one of our valuable donors, supporters, and fundraisers. It is because of them our achievements have been possible.



Linda

What We Do

WE ENGAGE, WE EMPOWER, WE INSPIRE, WE CARE.

Bullying behaviour affects 1 in 2 young people and 1 in 3 adults in the workplace. Raising awareness of bullying behaviour, educating people of the effects it has on a person, changing attitudes and behaviours, raising confidence and self-esteem are all so important and are what BulliesOut aspire to do every day.

Through our programmes, resources, and services, we work to reduce the impact of bullying behaviour and the harm it causes. Our work:

- » Increases confidence and self-esteem
- » Builds communities of support
- » Reduces isolation and loneliness
- » Promotes positive and respectful relationships
- » Challenges attitudes and behaviours
- » Supports resilience and wellbeing
- » Helps children understand, recognise, and respond to bullying behaviour

Bullying behaviour can affect people in different ways, and this should be taken into consideration. If you are unsure if the behaviour is bullying, look at the effect it is having on the person. If they are unable to respond effectively and regain their sense of self and control in the situation, intervention is needed to help restore it. Keeping the focus on impact reduces the emphasis on issues of persistence and intent. What you do about bullying behaviour is more important than how you define it.



Over the past year, despite the challenge of Covid-19 still being with us, we have had a tremendous year and have:

- » Worked with **120** schools
- » Delivered workshops to **7,202** children and young people
- » Trained **213** young people to become Peer Mentors
- » Trained **207** children to become Playground Pals
- » Delivered our Stand Up, Speak Out, Stay Safe session to **4,357** children
- » Worked with **217** parents
- » Delivered CPD Certified Training to **371** professionals
- » Provided **423** e-Mentoring sessions

- » We have used our expertise and energy to run innovative, interactive workshops and training programmes. Our Peer2Peer and Playground Pals training has helped transform schools and playgrounds into happier, safer places for everyone.
- » We produced relevant and up to-date anti-bullying publications and information sheets and all have been added to our website and are available to download Some have also been translated into the Welsh language.
- » Together we worked collaboratively with partners. We have partnered with public, private and third sector organisations to maximise the impact of our work and share our expertise with other professionals.
- » Working with Girl Guiding, we have provided CPD Certified training for their staff and volunteers and helped developed their Anti-Bullying Policy and associating documents for their team.



FEEDBACK

Peer2Peer

Alfred Temple Community School

Stand Up, Speak Out, Stay Safe

I would like to take this opportunity to thank you and say how impressed I was with today's sessions. I was particularly impressed with Passion in which Steve delivered the presentation. Knowledge: I really like the fact that bullying amongst peers was mentioned too. Child friendly manner. Knowledge of communication and interaction difficulties of children with ASC. How the young person who shared that they do say unkind things, mean it and feel no empathy, was supported. Online-bullying information and strategies shared. Thank you so much.

Lynsey Rushworth, Queensway Primary School

A Guide to Mentoring

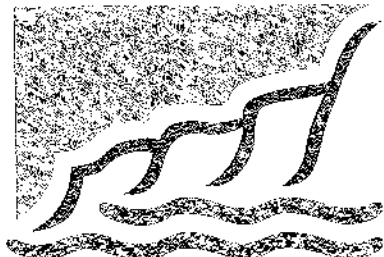
This was a very interesting and informative session. I found it very helpful and enjoyed the interactive nature of the presentation. The information was presented in a clear and concise manner. The session was well structured and the presenter was very engaging. I would recommend this session to all staff and students.

Make a Difference Workshop

Outstanding workshop. Excellent resources and engaging activities. Lucy was an excellent trainer. A lot was learnt by both pupils and staff. Thank you.

Rosina Noor, Eden Boys Leadership Academy

VALE of GLAMORGAN



BRO MORGANNWG

Partnership with Vale of Glamorgan

For the past 4 years, BulliesOut has been funded by the Vale of Glamorgan Council to deliver our work in their area. Schools are given a budget and can choose which sessions are most relevant to their school needs.

Over the years, this partnership has grown and become more successful with each year. In 2021, we delivered a total of 176 sessions to 3405 pupils in schools across the Vale area, with a further 35 workshops to be delivered in 2022.

We look forward to continuing our relationship with the Vale of Glamorgan Council and working with them to support the schools, young people staff and parents in their area.

Increasing the Confidence and Emotional Wellbeing of Young People

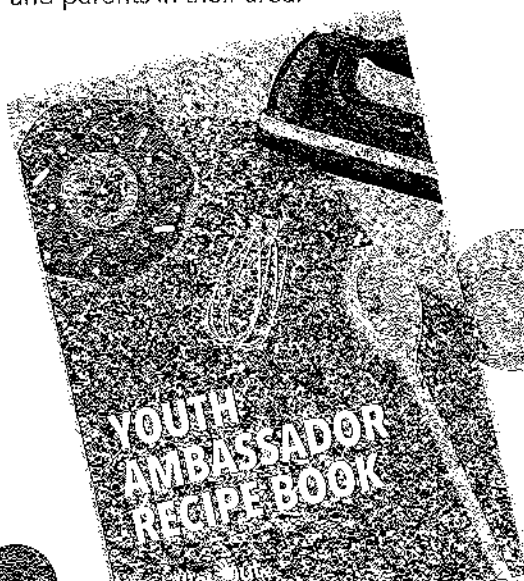
This year, in response to several requests received, we opened our Youth Ambassador programme to children from the age of 5 yrs and now have a small, but amazing team of Mini Ambassadors!

Our Youth and Mini Ambassadors are a dynamic team of young volunteers working together to help deal with the issue of bullying. They are committed and dedicated, and all have a passion to Make A Difference in their local communities.

All our Youth and Mini Ambassadors work as a team and this creates a sense of belonging and makes our meetings fun and engaging.

We work closely with inspirational people who come along to our meetings and work with us, helping to develop confidence, skills, and self-esteem.

In 2021, Covid regulations meant our meets were held virtually, but that didn't stop our inspirational team from engaging and working together where possible. We even have a Recipe Book which is full of yummy cakes to bake, which was created by our Master Baker, Ed, with a cheese scone recipe from Will & James.



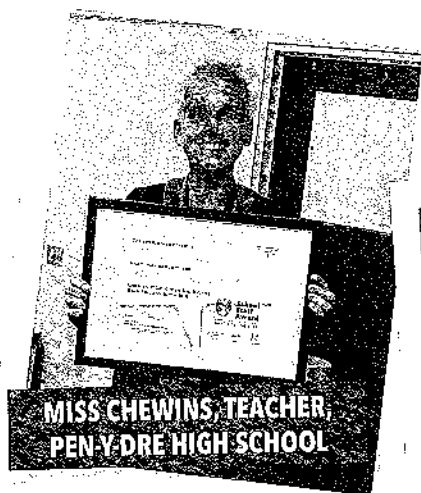
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Each year the Anti-Bullying Alliance coordinates Anti-Bullying Week in schools across the UK. BulliesOut is a Core Member of the Anti Bullying Alliance and recognises and celebrates anti-bullying week each year.

This year, we launched the first **School Staff Award Wales** – an award for school staff who go beyond the call of duty to support children and young people with issues such as bullying, family life, relationships and health. The unique and wonderful thing about this award is that nominations are made by children and young people and the winners are chosen by a panel of young people.

We were delighted that **St David's Hotel & Spa** supported the School Staff Award Wales and provided prizes for the Primary and Secondary School award winners.

The winners



Awards and Recognition

Through our Youth/Mini Ambassador Programme, we believe it is important to recognise the achievements of these amazing young people who, despite being affected by bullying behaviour themselves, still commit their time and energy to BulliesOut and help Make a Difference to others.

Although we have our own Awards programme, we also nominate our Ambassadors for external awards and in 2021, we were so proud when our Molly May, age 10, achieved the prestigious Diana Award for her anti-bullying work. Named after Diana, Princess of Wales, The Diana Award honours young people who work to improve the lives of others.

Later in the year, Molly was recognised with a British Citizen Youth Award (BCyA). The British Citizen Youth Award (BCyA) is designed to recognise the individual endeavours of young people who are positively impacting their communities, helping charities or undertaking exceptional activities in support of others.

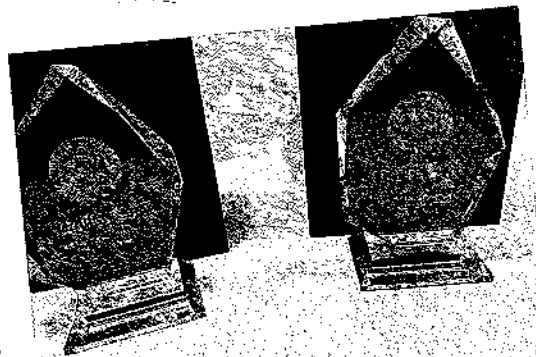


MOLLY MAGEE 10

We ended 2021, with the news that BulliesOut had achieved two awards - one for the best Anti-Bullying Charity and the other for the best Peer Support Programme.

At BulliesOut, we do what we do to make a difference, to provide help and support and to raise awareness of an issue that devastates the lives of so many, but of course, like anyone else, we are thrilled when we are recognised for our work.

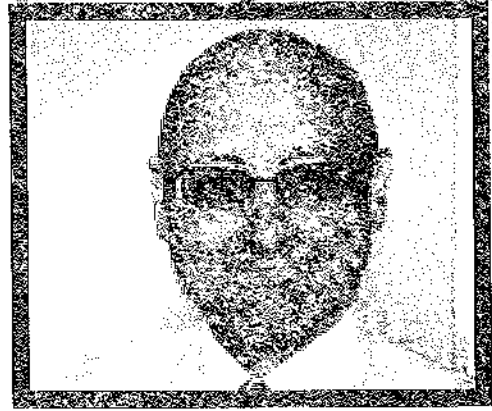
Awards not only acknowledge success; they recognise many other qualities: ability, struggle, challenges, effort and, above all, excellence. Winning an award provides a credible third party endorsement for BulliesOut and our amazing team.



WELCOME

This year, we were pleased to welcome 4 new Trustees to our Board, including Dr Euan Hails as our new Chair. With Euan's leadership and guidance, we look forward to taking BulliesOut to another level.

We also welcomed our new Youth Development Trainer, Leah MacDonald to the team. Responsible for the growth and delivery of our Peer2Peer and Playground Pals training programmes for children and young people, Leah's experience and skills will be an asset to BulliesOut.



FUNDRAISING

Charity fundraising ideas come in all shapes and sizes and can be so much fun. This past year, more than ever, fundraising was vital to BulliesOut as we strived to keep our charity going. We held some great events which, despite the weather, were supported by some wonderful people.

June 2021

Zipworld Zipline Challenge

Four brave people took part in a truly unique and exhilarating experience on the fastest zip line in the world since 2013, raising over £1000 for BulliesOut.



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June 2021

Avon Gorge Abseil

Abseiling is thrilling, terrifying, adrenaline-fuelled - and an unforgettable experience. Raising nearly £1400 for BulliesOut, a team of 5 took in the wonderful views whilst challenging themselves.

September 2021

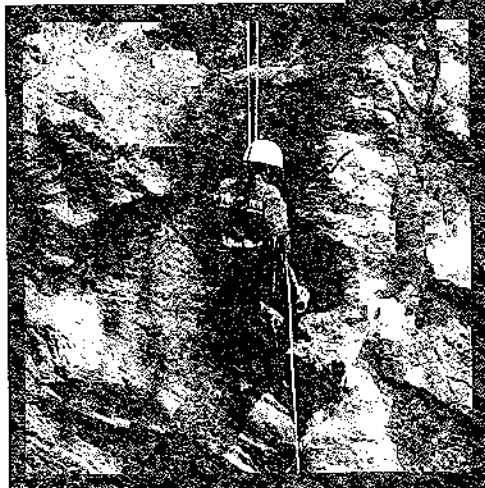
Pen y Fan Trek

Finally, after a few postponed events, we were able to turn 'Pen y Fan Purple'. We had a great turnout for this event, raising over £3000 for BulliesOut.

December 2021

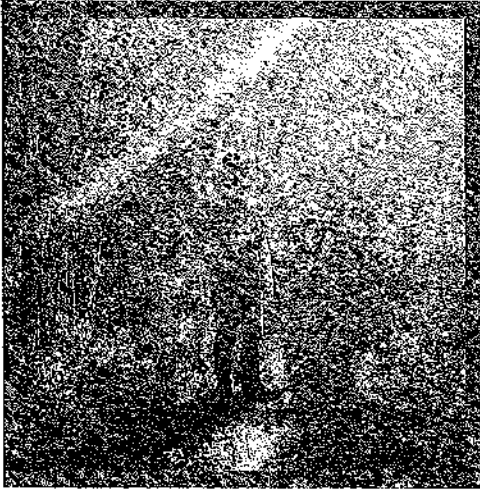
Newport Transporter Bridge Abseil

Another thrilling event - just before Christmas! Raising over £4000, 18 brave individuals stepped back out over the towering descent of the Newport Transporter Bridge to support BulliesOut.



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AND THEN THERE WAS THIS



Indy, aged 10yrs

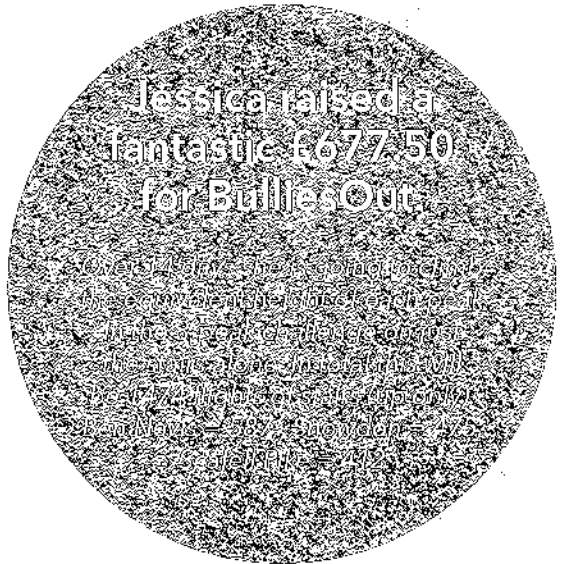
Indy was very badly bullied at school for a number of years, physically, emotionally and verbally, which eventually led to him being hospitalised for several weeks last year. In 2021, Indy decided to help other people who have been bullied to regain their lives, self-esteem, and self-confidence by fundraising for BulliesOut.

The Oxfordshire Way is a beautiful, rural path which snakes across Oxfordshire for 68 miles and Indy decided to walk The Oxfordshire Way in May 2021, finishing before his 11th birthday in July.

This inspiring young man achieved his goal, raising just under £12,000 for BulliesOut. What an outstanding achievement.

Jessica

Jessica decided she wanted to raise some money for charity by climbing not 1, not 2 but 3 mountains. She wants to do something nice for organisations that help people out when they are in need and she wants to do something that will challenge her.



Thank you to our Funders and Corporate Partners who supported BulliesOut in 2021

We are so thankful to have such amazing support from so many awesome and inspiring people.

Thank you to our Funders, Ambassadors and Corporate Partners who supported BulliesOut in 2021. As you have seen in this report, the work we do is only possible because of the support we receive from our Corporate Partners and Funders. The support we receive is vital to us. We're privileged to be able to make things happen, but we know we can't do this on our own. We need the support of individuals, organisations and groups of passionate people who share our vision to improve the lives of those affected by bullying.

- ARCO
- C-Stem
- Fun Stickers
- HWRK Magazine
- Karolo Ltd
- Louise Hamlin
- Maityn Prowel Solicitors
- Nigel Owens MBE
- RM Bariatrics
- Simon Gibson Charitable Trust
- The 29th May 1961 Charitable Trust
- The Annett Charitable Trust
- The Ardonagh Community
- The Bully Token
- The D'Oyly Charitable Trust
- The Eveson Charitable Trust
- The Hasluck Charitable Foundation
- The Lillie C Johnson Charitable Trust
- The Matthew Wrightson Charity Trust
- The Pantheon Charitable Trust
- Tudor Pritchard Charitable Foundation
- Vassallo Ventures
- Volunteer in Wales Recovery Fund
- Waterloo Foundation

www.bulliesout.com

telephone: 029 2049 2169

e-mail: mail@bulliesout.com

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THERAPY AND SUPPORT FOR CHILDREN AND THEIR FAMILIES
THEMAM A CHEFHO GACH I BLANT A'U TEULGOEDD

P of Cllr
[Signature]

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

Dear Clerk

I hope this letter finds you and your members well.

I am writing to ask Pontypool Community Council if you would be able to support us in making a life-changing difference to children and families across Wales living with cerebral palsy.

Cerebral Palsy Cymru is a national centre of excellence that provides specialist therapy and support to babies and children across Wales. Cerebral palsy is the most common physical disability in children worldwide, and it is estimated that every 5 days in Wales, a baby will be born who will have the condition. Last year we provided 1203 specialist therapy sessions to 331 babies and children across Wales. Since the start of this financial year, we have already received 33% more referrals of babies compared to the same period last year.

The demand for our services is continuing to grow every year, and we know that if babies at risk of cerebral palsy must wait to receive our specialist therapy, then the window of opportunity to make the greatest change to their future outcomes, which occurs during the first two years of their life, gets smaller. We don't want this to happen to any family.

This year, our charity is celebrating its 30th Birthday and we need your help to ensure that we can be there for every new baby that is referred to our services this year.

By donating to us, you will be helping to ensure that every baby with cerebral palsy, like Otis whose story you can read in the enclosed flyer, gets the best possible start in life and their family receives the support they need.

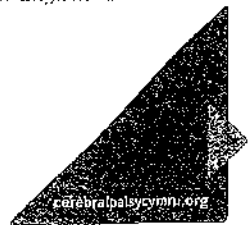
Because we know. Together we can make a difference.

[Signature]

Emma Brooks
Acting Head of Fundraising

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Please note that a copy of our 2020/2021 Annual Review is available online in both English and Welsh: www.cerebralpalsycymru.org/annual-reports-and-newsletters.



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PONTYPOOL COMMUNITY COUNCIL

ABSENCE POLICY

A) INTRODUCTION

The purpose of this policy is to support and help employees who are absent from work to achieve and maintain full attendance and to support and assist employees who are on long term sickness absence to return to work as quickly as is appropriate in their circumstances.

In taking steps to monitor and control absence we aim to maximise the efficiency and effectiveness of the Company and its employees.

This policy is designed to ensure all employees are aware of their obligations in the event of absence.

B) NOTIFICATION OF ABSENCE

- 1) On your first day of absence from work you should notify The Clerk.
- 2) Notification should be made at least one hour before your shift is due to start but try to give as much notice as possible to enable us to cover your duties.
- 3) You should notify us personally and by telephone. E-mails and text messages are not an acceptable form of notification.
- 4) You should provide us with the reason for your absence and brief details of the symptoms.
- 5) You should try to give us some indication of your expected date of return. The notification procedures should be followed on each day of absence unless you are covered by a medical certificate.
- 6) If you are unable to contact The Clerk when you telephone, you should leave a contact number and they will call you back within 30 minutes.
- 7) It is not acceptable to leave a message with any other member of staff.

- 8) If your absence extends to more than seven calendar days, you must provide us with a medical certificate. Subsequent medical certificates must be provided to cover the whole of your absence.
- 9) If your absence is to attend an appointment at the hospital, doctors or dentist then an appointment card must be produced.

C) RETURNING TO WORK

- 1) You must telephone The Clerk the day before you are due to return to work to enable us to reschedule any staffing arrangements. Failure to provide such notification (even if your medical certificate expires) may result in you being sent home from work for the day without pay.
- 2) Upon your return to work, you must obtain a Self-Certification Form from The Clerk before commencing work, complete this form and hand it to The Clerk.
- 3) Following any absence, whether self-certified or supported by a medical certificate, you will also be required to attend a Return to Work interview with The Clerk to discuss the reasons for your absence and your current fitness for work.

D) FAILURE TO FOLLOW THE PROCEDURES

If you fail to follow any of the above reporting procedures, you may be exempt from receiving Company sick pay, irrelevant of your reason for absence. Consistent failure to follow the procedures may result in disciplinary action being invoked.

E) ABSENCE MONITORING

We will monitor the attendance records of all our employees. Review meetings will be held with individual employees in line with the following triggers:

- Three separate periods of absence within a 13 week period;
- Absence percentage of 20%.

F) REVIEW PROCEDURES

- 1) The intention of the review procedure is to discuss the reason for your absence levels and to discuss ways in which your attendance can be improved. If there is no improvement, then you may be subject to disciplinary action.
- 2) If you are requested to attend a review of your attendance levels, you have the right to be accompanied by a work colleague or a Trade Union Representative and you should make the necessary arrangements to have someone present at the meeting should you so require.

G) INITIAL MEETING

- 1) The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting should you so wish. You will be provided with details of your absence record prior to the meeting.
- 2) At the meeting we will discuss your attendance record, the reasons for your absence/s, any help or support we can offer to improve your attendance if relevant and what improvement is necessary
- 3) If the absence is likely to be continuous over a long period of time, then the procedures for dealing with Long Term Sickness (detailed below) will be followed.
- 4) Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed below).
- 5) Should the meeting **not** highlight any underlying health conditions for your absence/s, you will be informed that your attendance levels need to improve. Review meetings will be arranged at 12 weekly intervals, following the Sporadic Absence Procedures (detailed below), until your attendance reaches an acceptable level. Should there be no

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improvement at the subsequent meetings, then the disciplinary process will be invoked.

H) LONG TERM SICKNESS ABSENCE

- 1) If you are off work sick for a continuous period of 4 weeks, we will normally contact you with a view to arranging an informal welfare meeting at a convenient time, date and location. We will meet you at your home, at work or at a location suitable to both parties. You have the right to be accompanied at the informal meeting by a friend or relative if you wish.
- 2) The aim of the meeting is to keep you in touch with events at work, to discuss your absence and offer any relevant support.
- 3) We aim to keep in regular contact with you and hold regular meetings over your period of absence.
- 4) Dependent upon the circumstances of your absence, we may, when appropriate, ask your permission to contact a medical professional for a report on your incapacity.
- 5) Upon receipt of this report, we will meet again with you to discuss fully the contents of the report and any implications arising from it. We will determine what support and/or reasonable adjustments we can make to assist you in your return to work in the future.
- 6) If it is evident from the report and our discussions with you, that a return to work is not possible in the foreseeable future we may have to consider dismissal but this would be a last resort. If the decision is made to dismiss, you will be paid in lieu of notice. You will have the right to appeal against the decision if you feel it was unfair and details of how to appeal will be detailed in the dismissal letter.

I) UNDERLYING HEALTH CONDITIONS

- 1) If, at any time during the initial meeting or any subsequent review meeting, an underlying health condition is identified we may, dependent upon the condition, continue with the Sporadic Absence Process or we

may ask your permission to contact a medical professional (either your GP, anyone else who is treating you or we may consult an Occupational Health Advisor) to determine the extent of your incapacity.

- 2) Upon receipt of this report, we would meet with you further to discuss the report and any implications arising from it. We would consider what support we could offer and any reasonable adjustments that could be made to assist your attendance at work.
- 3) If your level of attendance is still unacceptable and we have exhausted all other viable options we may need to consider dismissal on the grounds of ill-health but this would be a last resort.
- 4) If the decision is made to dismiss, you will be paid in lieu of notice. You will have the right to appeal against the decision if you feel it was unfair and details of how to appeal will be detailed in the dismissal letter.

J) SPORADIC ABSENCE

1) First Review (12 weeks after first review)

The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting should you so wish. You will be provided with details of your absence record prior to the meeting.

At the meeting we will discuss your attendance record, the reasons for your absence/s, any help we can offer to improve your attendance and what improvement is necessary.

Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed later in this document).

If your attendance has not improved to an acceptable level and should no underlying health conditions be highlighted, you will be issued with a Formal Verbal Warning for your level of absence. You will have the right to appeal against this warning, details of which will be given in the letter detailing your warning. You will be informed that you will need to

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attend a further meeting in 12 weeks' time to review your attendance further.

If attendance has improved to the required level, no disciplinary action will be taken at this time. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

2) **Second Review (12 weeks after the first review)**

The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting should you so wish. You will be provided with details of your absence record prior to the meeting.

At the meeting we will discuss your attendance record, the reasons for your absence/s, any help we can offer to improve your attendance and what improvement is necessary.

Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed later in this document).

If your attendance has not improved to an acceptable level and should no underlying health conditions be highlighted, you will be issued with a Formal Written Warning for your level of absence. You will have the right to appeal against this warning, details of which will be given in the letter detailing your warning. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has improved to the required level, no further disciplinary action will be taken at this time. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has reached the required level at the second and third reviews, you will no longer be subject to attend further review meetings.

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3) **Third Review (12 weeks after 2nd review)**

The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting should you so wish. You will be provided with details of your absence record prior to the meeting.

At the meeting we will discuss your attendance record, the reasons for your absence/s, any help we can offer to improve your attendance and what improvement is necessary.

Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed later in this document).

If your attendance has not improved to an acceptable level and should no underlying health conditions be highlighted, you will be issued with a Final Written Warning for your level of absence. (If you received no Formal Written Warning at your last meeting, you will be issued with a Formal Written Warning at this stage).

You will have the right to appeal against this warning, details of which will be given in the letter detailing your warning. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has improved to the required level, no further disciplinary action will be taken at this time. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has reached the required level at the second and third reviews, you will no longer be subject to attend further review meetings.

4) **Fourth Review Meeting (12 weeks after 3rd meeting)**

The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting

should you so wish. You will be provided with details of your absence record prior to the meeting.

At the meeting we will discuss your attendance record, the reasons for your absence/s, any help we can offer to improve your attendance and what improvement is necessary.

Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed later in this document).

If your attendance has not improved to an acceptable level and should no underlying health conditions be highlighted, you may be dismissed. You will have the right to appeal against your dismissal, details of which will be given in the letter detailing your dismissal.

If you received no Final Written Warning at your last meeting, you will be issued with a Final Written Warning at this stage. You will have the right to appeal against this action, details of which will be given in the letter detailing your Final Written Warning. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has improved to the required level, no further disciplinary action will be taken at this time. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has reached the required level at the second and third reviews, you will no longer be subject to attend further review meetings.

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5) **Fifth Review (12 weeks after 4th review)**

The Clerk will write to you to arrange a meeting at a convenient time, date and venue. You have the right to be accompanied at this meeting should you so wish. You will be provided with details of your absence record prior to the meeting.

At the meeting we will discuss your attendance record, the reasons for your absence/s, any help we can offer to improve your attendance and what improvement is necessary.

Should any underlying health conditions be identified, your absence will be dealt with following the guidelines for Underlying Health Conditions (detailed later in this document).

If your attendance has not improved to an acceptable level and should no underlying health conditions be highlighted, you may be dismissed. You will have the right to appeal against your dismissal, details of which will be given in the letter detailing your dismissal.

If your attendance has improved to the required level, no further disciplinary action will be taken at this time. You will be informed that you will need to attend a further meeting in 12 weeks' time to review your attendance further.

If your attendance has reached the required level at the third and fourth reviews, you will no longer be subject to attend further review meetings.

6) **Subsequent Review Meetings**

Should there be further cause for concern regarding your attendance levels, the above reviews may be continued or the process started again.

7) **Underlying Health Conditions**

If you have been absent for a continuous period of four weeks or longer, or upon investigation it is determined that you have an underlying health condition which is affecting your ability to attend work regularly,

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your Manager may request a medical report to determine what help, support or reasonable adjustments may be necessary to aid your attendance at work.

A meeting will be arranged with you and your Manager to discuss the report and ascertain if and when you may be fit to return to work and if so what, if any, reasonable adjustments may be necessary to facilitate this return.

It may be necessary to hold regular meetings over a period of time to consider how your illness or condition is progressing.

Whilst it is the Company's aim to offer support and help to enable you to return to work, if no solution can be found to facilitate a return to work within an acceptable timescale, the Company may have to consider termination of employment on the grounds of incapacity.