

**MINUTES OF PONTYPOOL COMMUNITY COUNCIL**  
**VIRTUAL POLICY & FINANCE COMMITTEE HELD ON**  
**WEDNESDAY 3<sup>rd</sup> MARCH 2021**

**In attendance:**

Councillor: Mrs N. P. Parrish (In the Chair)

Councillors in attendance: Mrs G. James, J. Killick, R. Overton

Officers: Mrs A. Ambrosen and Mrs C. Challenger

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157. **Apologies**

Apologies were received from Councillors Mrs K. Arthur, Mrs L. Clarkson, Mrs R. Matthews and B. Taylor JP.

**RECOMMENDED:** that the apologies be noted.

158. **Declarations of Interest**

Councillors Mrs G. E. James, Mrs N. Parrish and R. Overton declared an interest on any item on the agenda relating to Torfaen County Borough Council.

**RECOMMENDED:** that the declarations of interest as outlined above be recorded.

JW

159. **Schedule of Receipts and Payments**

The Committee was asked to approve the schedule of receipts and payments for December 2020.

The Committee discussed the item regarding unrepresented cheques, and it was recommended that the Acting Clerk contact the relevant organisations to ascertain why the cheques had not been presented to the bank and if they wish to be paid by BAC's.

The Chair stated that in the future all payments to organisations would be made by BAC's therefore the issue of unrepresented cheques should not arise in the future.

The Acting Clerk stated that all organisations that would be receiving a BACs payment would be contacted via letter or email

to inform them of the payment and where/who the payment would be from.

**RECOMMENDED:** that the schedule of Receipts and Payments be approved and that the Acting Clerk contacts the relevant organisations as outlined above in relation to unrepresented cheques.

CC

160. **Monitoring Report**

The Council received and considered the Financial Monitoring Report to the end of December 2021. The Acting Clerk had also sent out to members an email listing the comparison to the 31<sup>st</sup> of January. The Vice Chair thanked the Acting Clerk for this information and enquired if the Council needed to decide what they would do with any money that was not spent by the Council in 2020/21 before the end of the financial year.

The Chair explained that this did not need to happen, and the Council could decide at any point in the year what they wished to do with any surplus money.

**RECOMMENDED:** that the Monitoring report for December 2021 be approved and the information as outlined be noted.

CC/  
LM

161. **Local Voluntary Funding**

The Committee was asked to confirm the following Local Voluntary Funding applications: [All LVF applications had been scrutinised by the Finance & Events Manager].

**Cllrs Mrs N. P. Parrish, B. Rapier, Mrs E. Hunt and A. Lang**

Griffithstown Community Hall - £300.00 (4 x £75)  
Griffithstown Allotment Association - £300.00 (4 x £75)  
Pontyfelin Ladies Bowls Club - £200.00 (4 x £50)  
St. John's Ambulance (Griffithstown Division) - £300 (4 x £75)  
Panteg AFC - £400.00 (4 x £100)  
Panteg Park Bowls Club - £400.00 (4 x £100)  
New Panteg RFC - £400.00 (4 x £100)  
Griffithstown Junior AFC - £400.00 (4 x £100)  
New Panteg Junior Rugby - £400.00 (4 x £100)  
Pontypool Netball Team - £150.00 (4 x £37.50)  
Griffithstown Ladies Netball Club - £150.00 (4 x £37.50)  
Torfaen Qiqong - £100.00 (4 x £25.00)

Panteg Cricket Club - £300.00 (4 x £75)  
Sebastopol Junior AFC - £500.00 (4 x £125)  
1<sup>st</sup> Griffithstown Scouts - £400.00 (4 x £100)  
1<sup>st</sup> Griffithstown Guides - £400.00 (4 x £100)  
Griffithstown Primary School - £250.00 (3 x £50) (1 x £100  
Cllr A. Lang)  
Friends of Pontypool Park - £200.00 (4 x £50)  
*Local Government Act (Miscellaneous Provisions) Act 1976, s.19*

Linden Singers - £150.00 (4 x £37.50)  
Griffithstown Ladies Club - £150.00 (4 x £37.50)  
Congregational Church Women's Guild - £150.00 (4 x £37.50)  
Pontypool Chrysanthemum Society - £150 (4 x £37.50)  
Golliwopsies Play Group - £400.00 - (4 x £100)  
Torfaen Male Choir - £200.00 (4 x £50)  
Nidus Children's Choir - £100.00 (4 x £25)  
Pontypool Retired Men's Society - £100.00 (4 x £25)  
Mello 'D' - £100.00 (4 x £25)  
Age Connects Torfaen - £400.00 (4 x £100)  
Needles and Pins - £100.00 (4 x £25)  
Ennirocraft Crafting Club - £100.00 (4 x £25)  
*s.137 LGA 1972/Power of Well Being s2 LGA 2000*

LVF Projects

Panteg House Sports and Social Club - £800.00 (4 x £200)  
TOG's - £400.00 (4 x £100)  
Friends of Fishponds Park (Panteg) - £800.00 (4 x £200)  
Torfaen Museum Trust - £200.00  
*s.137 LGA 1972/Power of Well Being s2 LGA 2000*

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**Cllrs Mrs N. P. Parrish, B. Rapier, Mrs E. Hunt**

Ysgol Panteg - £150.00 (3 x £50)  
*Local Government Act (Miscellaneous Provisions) Act 1976,  
s.19*

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**Cllr Mrs J. E. Jones**

Art Regen - £300.00  
Trevethin Vicars and Church Warden - £500.00  
*Local Government Act 1972, s.145*

Trevethin Activity Barn - £500.00  
*s.137 LGA 1972/Power of Well Being s2 LGA 2000*

Panteg House Ladies Bowls - £500.00  
Penygarn and Trevethin Junior AFC - £200.00  
Pontypool Retired Mens Bowls - £300.00

*Local Government Act (Miscellaneous Provisions) Act 1976, s.19*

**Cllr Mrs R. Matthews**

Parkinson's Support Torfaen - £300.00

*Local Government Act (Miscellaneous Provisions) Act 1976 s.  
19*

**Cllr N. Byrne**

Cwmavon Community Hall - £250.00

Garndiffaith Community Centre - £225.00

Talywain OAP Club - £150.00

Victoria Village & District Hall - £150.00

Victoria Village OAP Club - £150.00

*Local Government Act (Miscellaneous Provisions) Act 1976 s.19*

Cyfannol Women's Aid - £100.00

Families need Fathers - £250.00

Pontypool Library - £150.00

TOGs Centre - £100.00

Torfaen Flying Start - £150.00

Torfaen Museum Trust - £50.00

*s. 137 LGA 1972/Power of Well Being s.2 LGA 2000*

**Cllr N. Simons**

Hope GB - £500.00

*Charities Act 2011 ss 298 – 303 Local Government Act 1972  
(s139(1))*

George Street Primary School - £500.00

*s.137 LGA 1972/Power of Well Being s2 LGA 2000*

Pontypool Rugby Football Club - £500.00

Pontypool and District Schools RFU, Under 11's - £500.00

*Local Government Act (Miscellaneous Provisions) Act 1976, s.  
19*

**Cllr G. Davies**

Tin on the Wall Abersychan - £390.00

*s.137 LGA 19972/Power of Well Being s2 LGA 2000*

**Cllr R. Overton**

New Inn Junior Football Club - £500.00

New Inn Pensioners Association - £500.00

Torfaen Scouts Active Support Unit - £500.00

New Inn AFC - £500.00

*Local Government Act (Miscellaneous Provisions) Act 1976,  
s.19*

St John Ambulance Cymru Pontypool and District Division  
*s.137 LGA 1972/Power of Well Being s2 LGA 2000*

**RECOMMENDED:** that the LVF applications as  
outlined above be approved.

CC

162. **Risk Register**

The Committee were asked to review the Risk Register  
previously reviewed in June 2019.

The Acting Clerk informed the Committee the Clerk had  
requested that another item be added to the Risk Register  
regarding Covid 19.

The Vice Chair stated that he was pleased that this item was  
being added on the register.

It was recommended that the item regarding Covid 19 be added  
to the Risk Register and the Register be approved.

**RECOMMENDED:**

- (i) that the additional item on Covid 19 be added  
to the Risk Register.
- (ii) that the Risk Register be approved.

RT  
CC

163. **Final Accounts**

The Committee were asked to approve the Final Accounts, the  
Annual Return and the Audit Report for 2019/2020, which were  
unanimously approved subject to the minutes being ratified by  
Full Council.

The Chair and members expressed their thanks to the  
Accountant and Acting Clerk for all their hard work in this  
matter.

- RECOMMENDED:** (i) that the Final Accounts,  
Annual Return and Audit report for 2019/2020 be  
approved.  
(ii) that the Accountant and Acting Clerk be  
thanked for all their hard work in this matter.

CC  
RT  
LM

164. **Use of Council Credit Card**

The Committee were asked to approve the credit card payments made in November/December 2020. (attached: Appendix A)

**RECOMMENDED:** that the credit card payments for November/December 2020 be approved.

CC

165. **Orbits – Support Blocks**

The Committee were asked to consider options for support blocks from Orbit IT.

It was recommended that 20 hours be purchased at a cost of £1000 plus VAT.

**RECOMMENDED:** that 20 hours of support be purchased at a cost of £1000 plus VAT.

CC

166. **Thank you letter**

The Committee received a thank you letter from Padre Pio RC School for the contribution towards Forest School lessons.

**RECOMMENDED:** that the letter be received.

CHAIRMAN