

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE POLICY AND  
FINANCE COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL HELD  
ON WEDNESDAY 5 APRIL 2023**

**NB: Full minutes will be published in due course**

**In attendance:**

Councillor: Lizzie Hunt# (in the Chair)

and Councillors: Gaynor James# Jon Horlor\* John Killick#, Jonothon  
Martin\* Caroline Price\*

Officers: Lisa McMail# (Clerk), Cindy Challenger\* (Finance Manager) and Ms  
J. Wright\* (Assistant Clerk)

\* Attending remotely via Microsoft Teams

# Attending physically in the Council Chamber

Min. no.	Subject and decision	Action
477.	<b><u>Apologies for Absence</u></b>  No apologies received.	
478.	<b><u>Declarations of Interest</u></b>  Councillors Jon Horlor, Gaynor James, and Caroline Price declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they were members of TCBC, as well as being members of Pontypool Community Council.	JW
479.	<b><u>Schedule of Receipts and payments</u></b>  The Committee were asked to approve the Schedule of receipts and payments for February 2023. The Chair noted that there was a lot of LVF payments on the expenditure.  <b><u>RECOMMENDED:</u></b> that the receipts and payments for February 2023, as shown in the report, be approved noting the information.	CC
480.	<b><u>Use of Credit Card</u></b>  The committee was asked to approve the credit card payments for January/February 2023	

	<p><b><u>Recommended:</u></b> that the payments made on the Council’s credit card for January/February 2023, as shown in the report, be approved.</p>	CC
481.	<p><b><u>Financial Budget Comparison Report with Reserves</u></b></p> <p>The Committee received and considered the financial monitoring report to the 28th of February 2023. The Chair gave members the opportunity to ask any questions in relation to the report. None were asked.</p> <p><b><u>RECOMMENDED*:</u></b> that the financial monitoring report to the end of February 2023 be approved and the information contained in it be noted.</p>	CC
482.	<p><b><u>Independent Remuneration Panel for Wales</u></b></p> <p>The Committee received the IRP’s recent Annual Report. The Clerk stated that there was only a slight variation in relation to expenses – page 20 £156.00 a year for reimbursement of extra costs and £52.00 reimbursement for consumables.</p> <p><b><u>RECOMMENDED*:</u></b> that the IRPW Annual Report be received noting the information outlined by the Clerk.</p>	
483.	<p><b><u>Internal Auditor</u></b></p> <p>The Chair informed members that the Internal Auditor’s three-year agreement has come to an end after completion of year end 31.03.2023 and asked Committee for agreement to advertise for a new internal auditor for three years for year end 23/24, 24/25 and 25/26. Unanimously agreed.</p> <p><b><u>RECOMMENDED*:</u></b> that the Council advertise for the position of Internal Auditor in liaison with One Voice Wales.</p>	LM
484.	<p><b><u>Renewal of One Voice Wales Membership</u></b></p> <p>The Committee was asked to consider renewing the Council’s annual membership of One Voice Wales at a cost of £6600. Members unanimously agreed to renew its membership.</p>	

	<p><b><u>RECOMMENDED*:</u></b></p> <p>(i) that the Council renews its membership with One voice Wales for a cost of £6600.</p> <p>(ii) that an additional £100 be added to this budget line to cover the cost.</p>	<p>CC</p> <p>CC</p>
485.	<p><b><u>CCTV</u></b></p> <p>The Committee received a reply from Mr Lyndon Puddy in relation to CCTV funding.</p> <p><b><u>RECOMMENDED:</u></b> that the item on CCTV funding be deferred to Full Council and that Mr LP be invited to the next Council meeting.</p>	<p>LM/ JW</p>
486.	<p><b><u>Torfaen Community &amp; Volunteer Awards 2023</u></b></p> <p>The Committee received a request from Torfaen Volunteer Alliance (TVA) to sponsor a Torfaen Community and Volunteer Award. The Committee agreed to sponsor a gold award at a cost of £550.</p> <p><b><u>RECOMMENDED*:</u></b> that the Council sponsor a Gold Torfaen Community &amp; Volunteer Award for 2023 at a cost of £550 with TVA choosing the category for the Council to sponsor.</p>	<p>CC</p>
487.	<p><b><u>Mic Morris Torfaen 10K – Medals</u></b></p> <p>The Committee received an e-mail from Christine Philpott, Business Officer at TCBC asking if the Council would be willing to sponsor the medals at the Mic Morris run this year, following a conversation with the Finance Manager.</p> <p><b><u>RECOMMENDED*:</u></b></p> <p>(i) that the Council sponsor the Mic Morris Torfaen 10K Medals at a cost of £1500 and plenary powers be awarded to inform Ms CP to go to print.</p> <p>(ii) that the £1500 that had been budgeted for presentations evening(s) for 2022/23 be transferred to an earmarked reserve to cover this cost in 2023/24.</p>	<p>CC</p> <p>CC/ LM</p>
488.	<p><b><u>Financial Requests</u></b></p> <p>The Committee received financial requests from the following:</p> <p>(i) Chairman of Torfaen Tigers RC in relation to their 20<sup>th</sup> Anniversary on the 4<sup>th</sup> May 2023.</p> <p>(ii) Ty Hafan</p>	

	<p>(iii) Llangollen International Musical Eisteddfod</p> <p>It was unanimously agreed that the following amounts be awarded:</p> <p>Torfaen Tigers RC - £1000.00 (to come out of Junior Sponsorship budget line) and that their organisation be added to the Council's Junior Sponsorship mailing list for the future.</p> <p>Ty Hafan and Llangollen International Musical Eisteddfod - £200 each (in line with the Council's grants policy on national organisations)</p> <p><b>RECOMMENDED*:</b> that the amounts as outlined above be awarded subject to Full Council approval.</p>	CC
<b><u>POLICY ITEMS</u></b>		
489.	<p><b><u>Pontypool Community Council Investment Strategy</u></b></p> <p>The Committee received and reviewed the Investment Strategy, as the three-year review is now due.</p> <p><b>RECOMMENDED*:</b> that the Council's Investment Strategy be approved subject to the word "ethical" being added to number 4 as outlined above.</p>	LM
490.	<p><b><u>Fixed Asset Register Policy</u></b></p> <p>The Committee received and reviewed the Fixed Asset Policy, of which the three-year review was now due. The Chair gave members the opportunity to ask any questions in relation to the policy. None were asked.</p> <p><b>RECOMMENDED*:</b> that the Fixed Asset Register Policy be approved for the next three years subject to Council approval.</p>	
491.	<p><b><u>Harassment and Bullying Policy</u></b></p> <p><b>RECOMMENDED*:</b> that the Harassment and Bullying Policy attached to the agenda produced by One Voice Wales be adopted subject to Council approval.</p>	

Signed by the Chair .....

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

**PONTYPOOL COMMUNITY COUNCIL**  
**CYNGOR CYMUNED PONT-Y-PŴL**  
**Declarations of Interest Declared**

**MEETING: POLICY & FINANCE**

**DATE: Wednesday 5 April 2023**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Councillor Jon Horlor	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Yes
Councillor Gaynor James	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Yes
Councillor Caroline Price	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Yes

