

**QUICK NOTES OF A MEETING OF THE POLICY AND FINANCE COMMITTEE  
OF PONTYPOOL COMMUNITY COUNCIL  
HELD REMOTELY USING MICROSOFT TEAMS ON  
WEDNESDAY 2 FEBRUARY 2022 AT 6.30PM**

**NB the full minutes will be published in due course**

**In attendance (all using Teams):**

Councillor: Norma Parrish (in the Chair)

and Councillors: Lynda Clarkson, Lizzie Hunt, Gaynor James, John Killick and Richard Overton

Officers: Richard Gwinnell (Acting Clerk), Lisa McMail (Accountant) and Jane Wright (Assistant Clerk)

Min. no.	Subject and decision	Action
359.	<p><b><u>Apologies for absence</u></b></p> <p>Councillors Janet Jones, Nick Simons and Barry Taylor JP.</p>	
360.	<p><b><u>Declarations of Interest</u></b></p> <p>Councillors Lynda Clarkson, Gaynor James, John Killick Richard Overton and Norma Parrish 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 members of Pontypool Community Council.</p> <p>Item on Local Voluntary Funding – any member(s) associated with an organisation they had awarded funding to had declared it on the appropriate LVF form.</p>	
361.	<p><b><u>Schedule of Receipts and Payments</u></b></p> <p>The Finance and Events (F&amp;E) Manager presented the schedule of receipts and payments for November 2021</p> <p><b><u>RECOMMENDED*</u></b>: that the schedule of receipts and payments for November 2021 be approved.</p>	
362.	<p><b><u>Use of Credit Card</u></b></p> <p>The F&amp;E Manager presented the schedule of credit card payments</p>	

	made in October 2021.  <b>RECOMMENDED*</b> : that the payments made with the Council's credit card, shown in the report, be approved.	
363.	<b><u>Financial Budget Comparison (Monitoring Report)</u></b>  The Accountant informed the meeting that the Christmas Cavalcade line on the budget comparison reports an overspend of £8000, this is an error; the orders and invoices had not been linked which had caused a duplication of costs, this has been rectified for the December report.  <b>RECOMMENDED*</b> : that the financial monitoring report to the end of November 2021 be approved and the information outlined by the Accountant be noted.	LM
364.	<b><u>Local Voluntary Funding (LVF) applications</u></b>  <b>RESOLVED</b> : that the LVF applications be approved.	CC
365.	<b><u>Torfaen Community &amp; Volunteer Awards 2022 (TVA)</u></b>  <b>RECOMMENDED*</b> : that Pontypool Community Council sponsor a Gold Award.	JW/ CC
366.	<b><u>Requests for Financial Assistance</u></b>  A financial request was received from Noah's Ark Children's Hospital Charity.  <b>RECOMMENDED*</b> : £200	CC/ LM

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

Chair .....

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

**MEETING: POLICY & FINANCE**

**DATE: Wednesday 2 February 2022**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Councillor Lynda Clarkson	Any item on the agenda in relation to Torfaen County Borough Council as a Torfaen member	Signed
Councillor Gaynor James	Any item on the agenda in relation to Torfaen County Borough Council as a Torfaen member	Signed
Councillor John Killick	Any item on the agenda in relation to Torfaen County Borough Council as a Torfaen member	Signed
Councillor Richard Overton	Any item on the agenda in relation to Torfaen County Borough Council as a Torfaen member	Signed
Councillor Norma Parrish	Any item on the agenda in relation to Torfaen County Borough Council as a Torfaen member	Signed

