

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE POLICY AND
FINANCE COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL HELD
ON WEDNESDAY 1st MARCH 2023**

NB: Full minutes will be published in due course

In attendance:

Councillor: Lizzie Hunt# (in the Chair)

and Councillors: Matt Ford#, Gaynor James# John Killick#,

Also in attendance: Nick Byrne* Jon James#

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

* Attending remotely via Microsoft Teams

Attending physically in the Council Chamber

Min. no.	Subject and decision	Action
424.	<p><u>Apologies for Absence</u></p> <p>No apologies.</p>	
425.	<p><u>Declarations of Interest</u></p> <p>Councillors Nick Byrne, Gaynor James, and Jon James 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.</p>	JW
426.	<p><u>Schedule of Receipts and payments</u></p> <p>The Committee were asked to approve the Schedule of receipts and payments for January 2023.</p> <p><u>RECOMMENDED:</u> that the receipts and payments for January 2023, as shown in the report, be approved noting the information.</p>	
427.	<p><u>Financial Budget Comparison Report with Reserves</u></p> <p>The Committee received and considered the financial monitoring report to the end of January 2023. The Chair gave members the</p>	

	<p>opportunity to ask any questions in relation to the report. None were asked.</p> <p><u>RECOMMENDED*</u>: that the financial monitoring report to the end of January 2023 be approved and the information contained in it be noted.</p>	CC
428.	<p><u>Interim Internal Audit 2022/23</u></p> <p>The Committee received and considered the Interim Audit Report.</p> <p><u>RECOMMENDED*</u>: that the information be received.</p>	
429.	<p><u>Financial Risk Assessment as at 31st March 2023</u></p> <p>The Committee received and considered the Financial Risk Assessment.</p> <p><u>RECOMMENDED:</u> that the information outlined by the Clerk be noted.</p>	
430.	<p><u>Local Voluntary Funding</u></p> <p>The Committee was asked to approve the Local Voluntary Funding applications (attached as an appendix to the minutes).</p> <p><u>RECOMMENDED:</u> that the LVF applications as outlined in the appendix be approved.</p>	CC
431.	<p><u>Update on Maintenance of Building</u></p> <p>The Committee received a report from the Clerk updating the Committee on actions to date that had been undertaken (Clerk given plenary powers at P & F in November – minute number 253) to deal with the matters raised in relation to the maintenance of the building.</p> <p><u>RECOMMENDED:</u></p> <ul style="list-style-type: none"> (i) that the Committee note the actions undertaken by the Clerk in relation to maintenance issues on the PCC building. (ii) To note that the cost of the work carried out in relation to Emergency Lighting was £2015.35. (iii) To note that PCC will be added to Torfaen’s RAMIS system as from April 2023 and the Clerk will have overall responsibility of updating this system. 	LM

432.

Thank you letters

The Committee received thank you letters from the following organisations that the Council had awarded a financial donation:

- (i) Tenovus Cancer Care
- (ii) Griffithstown Community Hall
- (iii) Cwmavon Village Hall
- (iv) Victoria Village Hall
- (v) Talywain Community Hall
- (vi) Victoria Village Hall

RECOMMENDED: that the Committee welcomed the gratitude shown from the above organisations in relation to the financial donations awarded.

- * 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 1st March 2023

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Councillor Nick Byrne	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 Jon 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