

**QUICK NOTES OF A MULTI-LOCATION MEETING OF PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 23 APRIL 2025**

In attendance:

Councillor: Caroline Price# (in the Chair)

Councillors: Lisa Jones#, John Cox*, Gaynor James#, Jon James#, Nick Jones#, Rosemary Matthews#, Richard Overton#, Allan Peploe*, Stephen Senior#, Nathan Warren#

Officer(s): Kerrie Smith# (Deputy Clerk, Minute Taker)
Cindy Challenger# (Finance Manager)

* Attending remotely via Microsoft Teams
Attending physically in the Council Chamber

The meeting was recorded for minute taking purposes as agreed by Members.

Min. no.	Subject and Decision	Action
618.	<u>Recording of meeting</u> Members agreed that the meeting be recorded for minute taking purposes.	
619.	<u>Questions from the Public</u> There were no questions from the public.	
620.	<u>Apologies for absence</u> Apologies were received from Councillor(s) Nick Byrne, Lynda Clarkson, Anne Gunter, Jon Horlor, Lizzie Hunt, Jonathan Martin and Nick Simons.	
621.	<u>Declarations of Interest</u> Councillor(s) Gaynor James, Jon James, Rosemary Matthews 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. <u>RESOLVED:</u> that the declarations of interest be recorded.	KS

	<p>RESOLVED: that the minutes of the Planning and Environment Committee meeting held on 9 April 2025 be confirmed as a true record.</p>	KS
626.	<p><u>Complaint from a member of the public</u></p> <p>Cllr NW informed the meeting that the complainant had requested that a public record be made of their complaint. All relevant actions had been taken, staff have been asked to refresh themselves with the concerns and complaints policy.</p> <p>Due to the amount of publicity that was had in relation to the Xmas trees and lighting unfortunately this genuine complaint had been overlooked.</p> <p>RESOLVED: that Members be mindful of receiving and responding to genuine complaints.</p>	
627.	<p><u>Request for Financial Assistance</u></p> <p>Members received the two requests for financial assistance from Llangollen International Eisteddfod and Torfaen Pride.</p> <p>RESOLVED: that:</p> <ul style="list-style-type: none"> (i) £200 be awarded to Llangollen International Eisteddfod (ii) £500 be awarded to Torfaen Pride 	CC
628.	<p><u>Asset Register</u></p> <p>Members were asked to receive and note the information contained in the Asset Register.</p> <p>RESOLVED: that the</p> <ul style="list-style-type: none"> (i) Finance Manager look at the colour coding and also the issue of a building improving being an asset (ii) Information be noted. 	CC
629.	<p><u>Biodiversity NRAP Report</u></p> <p>Cllr NW informed the meeting that the above report is due to be submitted at the end of the year and requested that a Biodiversity and Sustainability item be included on all future Committee agendas.</p>	

	<p><u>RESOLVED:</u> that an additional agenda item be included on all future Committee agendas.</p>	KS
630.	<p><u>Independent Remuneration Panel (IRP) – Transfer of Functions</u></p> <p>Members were asked to note that from 1 April 2025 the IRP’s functions have transferred to the Democracy and Boundary Commission (Cymru).</p> <p><u>RESOLVED:</u> that the information be noted.</p>	
631.	<p><u>Motions for 2025 Annual General Meeting, One Voice Wales</u></p> <p>Members were asked to note that Member Council are invited to propose a maximum of two motions for debate at the One Voice Wales Annual General Meeting (AGM) which takes place on 1 October 2025. The motions must arrive at One Voice Wales’ offices no later than noon on Friday 20 June 2025 and will be considered by the AGM Motions Committee on 26 June 2025.</p> <p>Cllr GJ informed the meeting that they will be attending the One Voice Wales Awards with staff on 30 April as the Council has been shortlisted for 2 awards.</p> <p><u>RESOLVED:</u> that the information and deadline dates contained within the email from One Voice Wales are considered and noted.</p>	
632.	<p><u>Welsh Government Democratic Engagement Grant</u></p> <p>Members were asked to note that the Welsh Government has launched its Democratic Engagement Grant for a further three years with £400,000 being available to support projects in the 2025-26 financial year through to the end of 2027-28. The grant aims to support local authorities, third sector and not for profit organisations working in Wales to pursue an innovative approach to engaging those typically under-represented in our democracy.</p> <p>Cllr GJ asked that the information be sent to the Youth Council as they may be eligible.</p> <p><u>RESOLVED:</u> that the information be noted and the information sent to the Youth Council.</p>	KS

633.	<p><u>Area Committee Survey</u></p> <p>Members were asked to review and note that the Area Committee Survey needed to be completed by 30 April 2025.</p> <p><u>RESOLVED:</u> that the Deputy Clerk would complete the survey on behalf of the Council.</p>	KS				
634.	<p><u>Newport and Usk Vale Lions Diamond Jubilee Charter Dinner</u></p> <p>Members were asked if anyone wished to attend the Newport and Usk Vale Lions Diamond Jubilee Charter Dinner on 3 May 2025 at a cost of £35.00 per person.</p> <p><u>RESOLVED:</u> that the information be noted.</p>					
635.	<p><u>GOVERNANCE ITEMS</u></p> <p><u>Constitution</u></p> <p>Following discussion, Cllr NW suggested that this item is deferred and taken away and looked into to make sure that the correct processes are being followed as detailed in the Constitution.</p> <p><u>RESOLVED:</u> that the item be deferred and the Deputy Clerk and Cllr NW look into this further to ensure that the correct processes are being followed.</p>	KS/NW				
636.	<p><u>POLICY ITEMS</u></p> <p><u>Policies</u></p> <p>Members were asked to adopt/readopt the policies that were agreed at Finance, Policy & Governance Committee on 2 April 2025:</p> <table border="1" data-bbox="320 1597 1337 1839"> <tr> <td data-bbox="320 1597 703 1715">New Policies:</td> <td data-bbox="703 1597 1337 1715">Carer's Leave Neonatal Care Leave Special and Additional Leave</td> </tr> <tr> <td data-bbox="320 1715 703 1839">Reviewed Policies:</td> <td data-bbox="703 1715 1337 1839">Artificial Intelligence Concerns and Complaints Emergency Call Out</td> </tr> </table> <p><u>RESOLVED:</u> that the above policies be adopted and readopted as detailed above.</p>	New Policies:	Carer's Leave Neonatal Care Leave Special and Additional Leave	Reviewed Policies:	Artificial Intelligence Concerns and Complaints Emergency Call Out	KS
New Policies:	Carer's Leave Neonatal Care Leave Special and Additional Leave					
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	The recording of the Council meeting was stopped at this point.	
637.	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p>By virtue of The Public bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p>	

Signed by the Chair of Council

PONTYPOOL COMMUNITY COUNCIL
CYNGOR CYMUNED PONT-Y-PŴL
DECLARATIONS OF INTEREST DECLARED
MEETING: FULL COUNCIL
DATE: WEDNESDAY 23 APRIL 2025

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
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
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
Rosemary Matthews	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
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