

**QUICK NOTES OF A MULTI-LOCATION MEETING OF PONTYPOOL
COMMUNITY COUNCIL HELD ON WEDNESDAY 24 JUNE 2026**

NB: Full minutes will be published in due course

In attendance:

Councillor: A Peplow# (in the Chair)

Councillor(s): L Hunt#, L Clarkson*, J Cox#, A Gunter*, J Horlor*,
G James#, J James*, R Matthews#, L Jones*, N Jones*,
S Lang#, J Martin#, R Overton*, C Price*

Officer(s): C Drew#, Clerk
K Smith#, Deputy Clerk (and minute taker)

Also attending: S Williams, High Sheriff of Gwent

* 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
59.	<u>Recording of Meeting</u> Members agreed that the meeting be recorded for minute taking purposes.	
60.	<u>Questions from the Public</u> No questions received.	
61.	<u>Apologies for Absence</u> Apologies received from Councillor(s) N Byrne.	KS/CP
62.	<u>Declarations of Interest</u> Councillor(s) L Clarkson, G James, J James, R Matthews and C 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. Councillor A Gunter declared a personal interest in agenda item 11(i).	

	<p>Councillor A Peploe declared a personal interest in (agenda item 11(ii)).</p> <p><u>RESOLVED:</u> that the declarations of interest be recorded.</p>	KS/CP
63.	<p><u>Guest Speaker – High Sheriff of Gwent</u></p> <p>The Chair welcomed Shereen Williams MBE, High Sheriff of Gwent to the meeting who provided an overview of the role.</p> <p>Shereen was sworn in as High Sheriff of Gwent in early April 2026 for the current civic year and it is one of the oldest civic appointments in the country being over 100 years old. The role supports the crown and the judiciary and helps the Lord Lieutenant host royal visits and supports High Court Judges who visit Newport etc. The role also centres around community safety, emergency services and encouraging voluntary services.</p> <p>The Chair thanked Shereen for attending the meeting.</p>	
64.	<p><u>Actions Log from previous minutes</u></p> <p>Members were asked to note the minute actions log from the previous meeting.</p> <p><u>RESOLVED:</u> that the information be noted.</p>	
65.	<p><u>Annual Meeting – 13 May 2026 – Minutes</u></p> <p>Members were asked to approve the Annual Meeting minutes held on 13 May 2026.</p> <p><u>RESOLVED:</u> that the minutes of the Annual Meeting held on 13 May 2026 be confirmed as a true record.</p>	KS
66.	<p><u>Full Council Meeting – 13 May 2026 – Minutes</u></p> <p>Members were asked to approve the minutes of the Full Council meeting held on 13 May 2026.</p> <p>Councillor N Jones advised that there is an error in minute no. 26. It shows that Councillor Martin approved the vote and also abstained from the vote.</p> <p>Councillor Martin confirmed that they abstained from the vote.</p> <p><u>RESOLVED:</u> that the minutes of the Full Council meeting held on 13 May 2026 be confirmed as a true record and the above amended be noted.</p>	KS

67.	<p><u>Finance, Governance & Policy Committee Meeting – 3 June 2026 – Minutes</u></p> <p>Members were asked to approve the Finance, Governance & Policy Committee minutes held on 3 June 2026.</p> <p><u>RESOLVED:</u> that the minutes of the Finance, Governance & Policy Committee held on 3 June 2026 be confirmed as a true record.</p>	KS
68	<p><u>Accounts for the year ending 31 March 2026</u></p> <p>The Council received the Final Accounts, the Annual Return and the Annual Governance Statement for 2025/26.</p> <p><u>RESOLVED:</u> that the:</p> <ul style="list-style-type: none"> (i) Council approves the Final Accounts for 2025/26; (ii) Council approves the Annual Return and the Annual Governance statement for 2025/26 (iii) Leader and Chair’s thanks be passed to staff for pulling all of the information together. 	CC CD
69.	<p><u>Requests for Financial Assistance</u></p> <p>The Chair informed the meeting that requests for financial assistance has been received from:</p> <ul style="list-style-type: none"> (i) Torfaen Appeal Committee for the 2027 Urdd Eisteddfod; (ii) Sunnybank Court Complex; (iii) Torfaen Voluntary Alliance <p><u>RECOMMENDED*:</u> that:</p> <ul style="list-style-type: none"> (i) Torfaen Appeal Committee for the 2027 Urdd Eisteddfod be awarded £1,000 from the general grants budget; (ii) Sunnybank Court Complex be awarded £500 from the wellbeing budget; (iii) Torfaen Voluntary Alliance be awarded £1,000 from the general grants budget. 	CC
70.	<p><u>Planning Applications</u></p> <p>Members received and considered the list of planning applications on which it was being consulted by Torfaen County Borough Council (TCBC).</p> <p><u>RESOLVED:</u> that the comments/observations stated be submitted to Torfaen County Borough Council.</p>	

71.	<p><u>Planning Determinations</u></p> <p>Members received and noted Torfaen County Borough Council planning determinations for April and May 2026 including reasons for approvals or refusals.</p> <p><u>RESOLVED:</u> that the planning determinations be noted.</p>	
72.	<p><u>Planning Applications: Plenary Powers</u></p> <p>Members noted observations on planning applications which had already been submitted between meetings.</p> <p><u>RESOLVED:</u> that the plenary powers applications be noted.</p>	
73.	<p><u>Annual Report 2025/2026</u></p> <p>Members were asked to approve the Annual Report for 2025/2026 which had been sent to them previously.</p> <p>The Leader thanked staff on the work undertaken on the Annual Report.</p> <p><u>RESOLVED:</u> that the</p> <ul style="list-style-type: none"> (i) Annual Report for 2025/2026 be approved; (ii) Leader and Chair’s thanks be passed to staff for a well laid out and informative report. 	CD
74.	<p><u>Meet the Clerk Coffee Morning</u></p> <p>The Clerk informed the meeting that they would like approval from Council to advertise a ‘Meet the Clerk’ coffee morning to invite Pontypool residents to chat about what we do as a community council, chat about the annual report and start the community engagement plan.</p> <p><u>RESOLVED:</u> that this request is approved.</p>	CD
75.	<p><u>Miscellaneous Correspondence</u></p> <p>Members were asked to note the miscellaneous correspondence that had been sent to them during May/June 2026.</p> <p><u>RESOLVED:</u> that the information is noted.</p>	

	The recording of the Council meeting was stopped at this point.	
76.	<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

PONTYPOOL COMMUNITY COUNCIL

CYNGOR CYMUNED PONT-Y-PŴL

DECLARATIONS OF INTEREST DECLARED

MEETING: FULL COUNCIL

DATE: WEDNESDAY 24 JUNE 2026

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Signed</u>
Lynda Clarkson	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
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
Anne Gunter	Councillor A Gunter declared a personal interest in agenda item 11(i).	
Allan Peploe	Councillor A Peploe declared a personal interest in (agenda item 11(ii).	