



You are summoned to attend the following meeting:

Policy & Finance Committee

7 July 2014 @ 6.00 pm

Venue: Council Chamber Council House, Ventnor Road, Cwmbran NP44 3JY

AGENDA

To: Councillors SWJ Ashley, LJ Chaney, D Daniels, M Day, R Jones, R Kemp,
TA Matthews (Vice Chair), J Rees, WJ Walker and DJ Williams

Councillors S Evans, M Johnston, S Brooks and WM Howell (Chair)
(Ex Officio Members)

To: ALL OTHER MEMBERS FOR INFORMATION

1. **Apologies for Absence**
2. **Members' Declarations of Interest**
3. **Receipts & Payments April & May 2014**

In considering information reported to the committee on 16 June 2014, members asked to receive further information in relation to some of the transactions reported.

The following information is therefore provided:

- Peter O'Neill Gas Central Heating & Maintenance £198 (G05)

Expenditure occurred in April and May in relation to gas central heating service & maintenance. The council paid £198 for the annual service of each its two boilers, one payment being made in April and the other in May. Further expenditure is not therefore anticipated this year for servicing and maintenance. Later in the year, enquiries will be made to see if better value for money can be achieved in relation to service and maintenance of the boilers for 2015/16.



- Pension Fund £11,300 (C01)

This spending arises due to the result of the 2013 actuarial variation on the Pension Scheme, which resulted in the Council's contributions increasing to 18.7% of the payroll, which is already going through the payroll. This left an additional one-off sum of £11,300 for the current year. This expenditure was approved by the Policy & Finance Committee at a meeting held on 28 April 2014 (Minute PF13/087 refers).

4. **Itemised Schedule of Receipts & Payments (June 2014)**

Because of the timing of this meeting, receipts, payments and bank reconciliations for June will be reported to the next meeting along with details of the Quarterly Financial Monitoring.

5. **Remembrance Update**

Councillor Matthews to report.

6. **Code of Conduct Complaints: Adoption of a Protocol**

In conducting a recent review of the Council's Standing Orders, members asked that consideration is given to the development of a local protocol to encourage dialogue and early resolution of complaints. Members noted that a similar protocol was already in place at Torfaen County Borough Council.

The Clerk to the Council will report on the outcome of discussions with the Monitoring Officer about the potential for adopting such a Protocol at Cwmbran Community Council.

7. **Support to Croesyceiliog & Llanyrafon Community Council**

As reported for information at the Full Council meeting held on 25 June 2014, this Council is currently providing temporary, short-term support to the above Council following the resignation of their Clerk. The details of these arrangements are currently being finalised.

The Clerk to the Council will report on progress.

8. **Staffing support**

Members will be aware that one of the Council's officers, Carly Newman, has returned to work on a part time basis following maternity leave. In order to continue to provide the same quality of service, the Council has taken on a new member of staff to cover the days when Carly does not work. Abbie Gillard, who also works at Cwmbran Centre for Young People, has therefore joined the Council for the time being to provide additional cover. If the arrangement proves successful then there may be scope to formalise matters into a more long-term arrangement.

9. **Seminars & Meetings of Outside Bodies**

To consider the attached reports in relation to seminars and meetings of outside bodies, attended by representatives of the Council.

(a) [TCALC \(AGM & Ordinary Meeting\) 10 June 2014.](#)

(b) [LCP \(AGM & Ordinary Meeting\) 24 June 2014.](#)



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30 June 2014
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