

**Minutes of a Meeting of the Policy & Finance Committee of Cwmbran Community Council held on Monday 27 October 2014**

**Present** Councillors WM Howell (Chair), S Brooks, Councillors LJ Chaney, S Evans, R Jones, R Kemp, TA Matthews, J Rees, DJ Williams.

Also Councillor TJ Winter

Also David Collins (Clerk to the Council)

**PF14/037 Apologies for Absence**

Apologies for Absence were accepted from Councillors M Johnston (work commitments) & WJ Walker (holiday)

**PF14/038 Declarations of Interest**

Members were asked to declare any personal and/or prejudicial interests that they may have and sign the Interests Sheet to give details of the nature of the interest. Councillors Brooks, Evans, Kemp, Rees declared an interest in item PF14/041 below.

**PF14/039 Itemised Schedule of Receipts & Payments (August and September 2014) Bank Reconciliation and Quarterly Financial Monitoring (Quarter 2)**

Members considered the above information. Background papers relating to the schedule of receipts and payments were available to allow members to interrogate any transactions in more detail.

Issues raised by members included:

- Payment to Soundbase UK re. Remembrance Sunday (I19)
- Royal British Legion – Wreaths (I19)

It was **recommended** that the schedule of receipts and payments, bank reconciliation details and quarterly monitoring information is noted.

**PF14/040 Investment Opportunities**

The Clerk to the Council referred to the Council's long-standing commitment to consider investing reserves in more than one bank or building society. In particular, he referred to potential options identified by members at the last meeting, which included investing with a bank or institution which used money invested to provide loan funds to the charitable sector or social enterprise, such as Torfaen Credit Union and the Unity Trust Bank. (Minute PF14/026 refers).

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The Clerk therefore provided members with a brief oral report on the results of the further enquiries he had made. In particular, he described services provided by the Charity Bank and Unity Trust Bank.

It was **recommended** that the Clerk present a detailed, written report to the next meeting of the committee.

**PF14/041 Independent Remuneration Panel for Wales Draft Annual Report**

Councillors Brooks, Evans, Kemp, Rees declared an interest in this item.

Members considered the Independent Remuneration Panel for Wales draft Annual Report 2015, which would have effect for the financial year 2015/16. Representations should be received by 27 November 2014.

In particular, members noted that Determinations 42 to 47 (which related to allowances) were permissive powers which would require a formal decision by the Council. Where the Council makes such a decision, it must apply to all its members at the levels determined. An individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these allowances by giving notice in writing to the proper officer of the council. (ie the Clerk to the Council). The Council was also required to publish the total sum paid by it to each member/co-opted member in respect of basic salary, senior salary, co-opted member fee, care and travel & subsistence allowances. This information was currently being collated.

It was **recommended** that the position is noted.

**PF14/042 Remembrance Update**

Councillor Matthews updated members on the preparations for Remembrance Sunday on 9 November 2014. Torfaen County Borough Council had loaned the Council a flag for use at Cwmbran Park and rope and posts had also been hired to cordon off an area at the park for those laying wreaths. All other arrangements were in place. He also advised that local children would be taking part in an activity during the service to remember those who had fallen in 1914.

Members also noted that a supply of 108 commemorative mugs had been purchased (£494.44) to commemorate the centenary of World War One and help publicise the work of the Council. The first mug had been presented to the Chairman of the Council, who had also suggested that a mug could also be given as an additional prize to the Community Award winners and possibly grant recipients. Members made a number of suggestions for additional use of the mugs, such as a gift to Cwmbran's twin town of Bruchsal and offering a mug to each Member, possibly in exchange for a voluntary donation to the Chairman's chosen charity SSAFA.

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It was **recommended** that

- (1) progress in relation to Remembrance Sunday is noted.
- (2) the suggestions referred to above in relation to the commemorative mugs are taken forward.

**PF14/043 Support to Croesyceiliog & Llanyrafon Community Council.**

Members noted that Croesyceiliog & Llanyrafon Community Council had now appointed a new clerk. The arrangement whereby the Council's Administrative Officer (Clare Rowles) had been undertaking the role of acting Clerk for that council would therefore shortly be coming to an end. Members agreed that this arrangement had been an excellent and innovative example of collaborative working which reflected well on both councils. The clerk reported that, in view of the interest shown in the arrangement by One Voice Wales, there was scope to contribute an article to "The Voice" magazine to explain how the arrangement had turned out. Members also suggested that an article could be included in Torfaen Talks.

It was **recommended** that

- (1) the successful conclusion of this arrangement is noted.
- (2) a detailed report is submitted to the next meeting of the committee, reviewing all aspects of the arrangement.

**PF14/044 Proposed Llanyrafon Manor Event**

The Council had been approached by Croesyceiliog & Llanyrafon Community Council to work in partnership to support a proposed event at Llanyrafon Manor in 2015. The nature of the event would be a Jazz Festival including trios and quartets, local acts and a headline act. Potentially the event could be held in conjunction with a craft day at the Manor. The event would be organised by Lawrence Miller Company who would match fund the event, that is £2,500 each year from each Community Council and £2,500 from Lawrence Miller Company. Funding could continue each year but could be withdrawn if the event became self-funding or was able to rely on private sponsorship and/or patronage. An admission charge of £15 had been suggested to help fund the event.

Members suggested that any contribution from the Council should be based on actual expenditure incurred rather than a speculative figure. Members also discussed the recent history of the Cwmbran Regeneration Partnership in the light of this request for financial support from Croesyceiliog & Llanyrafon Community Council. Other concerns raised by members included the commercial nature of the event and concerns over the suggested ticket prices.

It was **recommended** that no action is taken.

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**PF14/045 “An Evening to Celebrate Cwmbran and Its Communities”**

Greenmeadow Golf Club had been provisionally booked for the evening of Saturday 7 March 2015 for the above event. The format would be along similar lines to the 2014 event. The guest list would be agreed by the Chairman of the Council.

It was **recommended** that the position is noted.

**PF14/046 Regeneration Sub Committee**

At a meeting of this committee held on 15 September 2014, the question of members of any sub committee established in relation to the above was deferred to Full Council. At a meeting of the Council held on 8 October 2014, consideration was further deferred.

Members considered that it would be more practical to establish a working party rather than a sub committee. Members also believed that an early meeting of the working party would be helpful to agree terms of reference & procedures and establish a common understanding of what was meant by “regeneration.”

The Leader of the Majority Group also referred to an approach made to the Council to meet the Leader of Torfaen County Borough Council and the Chief Officer Neighbourhood Services to discuss future regeneration options. He also referred to another approach from Torfaen County Borough Council to meet with Community Councils to discuss potential partnership options to help ease current financial difficulties. Members discussed some of the issues around these two approaches, including the impact on the Council’s budgets.

It was **recommended** that

- (1) a Working Party is established to take forward regeneration projects rather than a sub-committee.
- (2) the membership of the working party is determined at Full Council.
- (3) once the membership had been agreed, an early meeting of the working party should be held to discuss terms of reference and operating principles.

**PF14/047 Seminars & Meetings of Outside Bodies**

Members considered attached reports in relation to the following seminars and meetings of outside bodies, attended by representatives of the Council.

- (a) Torfaen Museum Trust 9 September 2014
- (b) TCALC 9 September 2014
- (c) World War One Centenary Co-ordination Group 11 September 2014

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Members agreed to invite Mr. Stuart Cameron to discuss his project to commemorate those whose lives had been lost during this conflict.

- (d) Torfaen LSB Joint Executive & Tactical Group 18 September 2014

Councillor DJ Williams elaborated on his report and highlighted issues of current concern for the LSB, including mental abuse of children, education, and governor training and measures to promote independent living/access to services. There had also been uncertainty about his membership on these bodies.

- (e) Cwmbran Centre for Young People 18 September 2014

- (f) Local Councils in Partnership Committee 23 September 2014

Councillor Evans pointed to an error in the minutes, stating that he had not declared an interest in the matter described.

- (g) One Voice Wales Conference/AGM 4 October 2014

- (h) One Voice Wales Larger Council's Network 15 October 2014

It was **recommended** that

- (1) the above reports are noted.
- (2) the Clerk to the Council is instructed to write to Torfaen County Borough Council to confirm the Council's representation on certain bodies and address the error in the minutes highlighted in item (f) above.

*Signed* .....  
(Chair, Cwmbran Community Council)