



*Cwmbran Community Council*  
*Cyngor Cymuned Cwmbrân*

## **Notice of Motion Book**

**From May 2012**



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**Extract from Standing Orders**  
**(adopted at a meeting of Cwmbran Community Council on 25 June 2014)**

## 4 Motions requiring written notice

- 4.1 In accordance with Standing Order 3.3 (3), no Motion may be moved at a meeting unless it is included in the Agenda and the mover has given written notice of its wording to the Council's Proper Officer at least seven clear working days before the next meeting.
- 4.2 The Proper Officer may, before including a Motion in the Agenda received in accordance with Standing Order 4.1 , correct obvious grammatical or typographical errors in the wording of the motion.
- 4.3 If the Proper Officer considers the wording of a Motion received in accordance with Standing Order 4.1 is not clear in meaning, the Motion shall be rejected until the mover of the Motion resubmits it in writing to the Proper Officer in clear and certain language at least three clear days before the meeting.
- 4.4 If the wording or nature of a proposed motion is considered unlawful or improper, the Proper Officer shall consult with the Chairman of the forthcoming meeting or, as the case may be, the Councillors who have convened the meeting, to consider whether the Motion shall be included in the agenda.
- 4.5 Following consultation with the Chairman (or Councillors pursuant to Standing Order 4.4), the decision of the Chairman/Councillors as appropriate) whether the Motion shall be included in the Agenda.
- 4.6 Notice of every Motion received in accordance with the Council's Standing Orders shall be numbered in the order received and shall be entered in a book, which shall be open to inspection by all Councillors.
- 4.7 Every motion rejected in accordance with the Council's Standing Orders shall be duly

recorded with a note by the Proper Officer giving reasons for its rejection in a book for that purpose, which shall be open to inspection by all Councillors.

4.8 Every Motion and Resolution shall relate to the Council's statutory functions, powers and lawful obligations or shall relate to an issue which specifically affects the Council's area or its residents.

## 5 Motions not requiring written notice

5.1 Motions in respect of the following matters may be moved without written notice.

- (a) To appoint a person to preside at a meeting.
- (b) To approve the absences of Councillors.
- (c) To approve the accuracy of the Minutes of the previous meeting.
- (d) To correct an inaccuracy in the Minutes of the previous meeting.
- (e) To dispose of business remaining from the last meeting.
- (f) To alter the order of business on the Agenda for reasons of urgency or expedience.
- (g) To proceed to the next business on the Agenda.
- (h) To close or adjourn debate.
- (i) To refer by formal delegation a matter to a Committee or to a Sub-committee or an employee.
- (j) To appoint a Committee or Sub-committee or any Councillors (including substitutes) thereto.
- (k) To receive nominations to a Committee or Sub-committee.
- (l) To dissolve a Committee or Sub-committee.
- (m) To note the Minutes of a meeting of a Committee or Sub-committee.
- (n) To consider a Report and/or Recommendations made by a Committee or a Sub-committee or an employee.
- (o) To consider a Report and/or Recommendations made by an employee, professional advisor, expert or consultant.
- (p) To authorise legal deeds (signed by two councillors) and witnessed.  
(See Standing Orders 14.1 and 14.2 below.)
- (q) To authorise the payment of monies.
- (r) To amend a Motion relevant to the original or substantive Motion under consideration which shall not have the effect of nullifying it.

- (s) To extend the time limit for speeches.
- (t) To exclude the press and public for all or part of a meeting.
- (u) To silence or exclude from the meeting a Councillor or a member of the public for disorderly conduct.
- (v) To give the consent of the Council if such consent is required by Standing Orders.
- (w) To suspend any Standing Order except those which are mandatory by law.
- (x) To adjourn the meeting.
- (y) To appoint representatives to outside bodies and to make arrangements for those representatives to report back the activities of outside bodies.
- (z) To answer questions from councillors.

5.2 If a motion falls within the Terms of Reference of a Committee or Sub-committee or within the delegated powers conferred on an employee, a referral of the same may be made to such Committee or Sub-committee or employee provided that the Chairman may direct for it to be dealt with at the present meeting for reasons of urgency or expedience.

## Notices of Motion Received

	Date	From	Brief Description	Copy to Chair	Date Debated	Minute No.
1	16 December 2012	Councillor Jeff Rees	Youth Unemployment (Training opportunities)	11 January 2013	Pending  Further Info requested to include on agenda for January 2013	n/a
2	10 January 2013	Councillor Paul Williams	Torfaen Schools - performance	11 January 2013	Motion withdrawn by proposer 30 January 2013	n/a
3	10 January 2013	Councillor Paul Williams	Highway maintenance	11 January 2013	Motion withdrawn by proposer 30 January 2013	n/a
4	24 July 2013	Councillor Paul Williams	Committee Membership	24 July 2013	31 July 2013	CI13/039
5	24 July 2013	Councillor Paul Williams	Lamp post advertising	24 July 2013	31 July 2013	CI13/039
6	24 July 2013	Councillor Paul Williams	Speaking at meetings (Mrs C Jacob)	24 July 2013	31 July 2013	CI13/039
7	24 July 2013	Councillor Paul Williams	Dog Control Orders	24 July 2013	31 July 2013	CI13/039
8	24 July 2013	Councillor Paul Williams	Education in Torfaen	24 July 2013	31 July 2013	CI13/039
9	9 October 2013	Councillor Paul Williams	Time of Prayer at Council meetings	26 September 2013	9 October 2013	CL13/057

10	9 October 2013	Councillor Paul Williams	Cyber bullying	26 September 2013	9 October 2013	CL13/057
11	29 January 2014	Councillor TJ Winter	Legal Highs	29 January 2014	19 February 2014	CL13/090

**1 Motion submitted by Councillor Jeff Rees to Council meeting of 19 December 2013**

Youth unemployment is a matter that effects everyone in Cwmbran, this Council instructs its officers to bring a set of proposals to the February Full Council meeting offering options as to how we can give young unemployed people training opportunities based within our own organisation.

*(Clerk's note: The above notice of motion was submitted on Sunday 16 December 2012. It was therefore not received at least 3 clear days before the meeting of 19 December, in accordance with SO 4.1.*

*"3 clear days " would normally exclude the date of the meeting and date of submission. It would also normally exclude Sundays.*

*The agenda for the Council meeting held on 19 December 2012 was published on 12 December 2012 in accordance with the Council's usual practice)*

**2 Motion submitted by Councillor Paul Williams to Council meeting of 23 January 2013**

Cwmbran Community Council, mindful of the credence given by the Welsh Government's Minister for Education to the school banding data, calls upon Torfaen County Borough Council to:

- i. outline the current status of secondary education within Torfaen - especially in those schools which attract pupils from Cwmbran;
- ii. describe the actions being taken to address the unsatisfactory position of Llantarnam Secondary School; and
- iii. highlight the programmes of support initiated for Fairwater and Croesyceiliog Secondary schools following their falling from band 4 to band 5.

**3 Motion submitted by Councillor Paul Williams to Council meeting of 23 January 2013**

Cwmbran Community Council acknowledges that the town has the greatest percentage of the road network within Torfaen, recognises the urgent requirement for a comprehensive road repair and maintenance programme, and calls upon Torfaen County Borough Council to:

- i. substantiate the methods used by Torfaen County Borough Council to repair roads within Torfaen
- ii. confirm this is the most cost effective, long term process for road repair; and
- iii. specify the timetable for implementing a road repair and maintenance programme.

**4 Motion submitted by Councillor P Williams to Council meeting of 31 July 2013**

Cwmbran Community Council acknowledges that,

- i. At the Annual Meeting held on 15 May 2013 it acted in the correct and proper manner, and in accordance with its Standing Orders, when electing members of its Committees;

- ii. In the correct and proper manner, and in accordance with the Councils Standing Orders, Councillor Paul Williams was not elected to serve on any of the Councils Committees, at the Annual Meeting held on 15 May 2013;
- iii. Therefore Councillor Paul Williams sole opportunity to raise matters for considerations by Cwmbran Community Council is to table motions to the meetings of the Community Council, providing these are submitted in the correct and proper manner in accordance with the Councils Standing Orders.

Rationale: Correct execution of procedures and democracy.

#### **5 Motion submitted by Councillor P Williams to Council meeting of 31 July 2013**

Cwmbran Community Council acknowledges,

- i. Torfaen County Borough Council's intends to undertake a consultation exercise for the proposed sponsorship of selected lampposts across Torfaen;
- ii. The majority of lampposts most likely to attract interest from potential sponsors will be located within the Cwmbran Community Council area;

Cwmbran Community Council therefore agrees to petition Torfaen County Borough Council to secure an appropriate percentage of the income generated form the sponsorship of lampposts within the Community Council area.

Rationale: Torfaen County Borough Council in seeking to maximise its income, to support the services it provides, through the sponsorship of selected lampposts across Torfaen. The Borough Council is proposing to undertake a consultation on this matter. I (hopefully we) support initiatives to generate an increase in income to sustain and enhance the services they provide; however we need to be assured that this measure will not distract motorists and be a potential hazard to all road users. The majority of the lampposts that will be of interest to potential sponsors are likely to be with the Cwmbran Community Council area. I (hopefully we) believe that Cwmbran Community Council should receive an appropriate percentage of the income generated form the sponsorship of lampposts within the Community Council area, to sustain and enhance the services we provide.

#### **6 Motion submitted by Councillor P Williams to Council meeting of 31 July 2013**

Cwmbran Community Council agrees to write to Mrs Carole Jacob, offering its apologies for failing to invite her to address the meeting of the Environmental Awareness & Planning Committee held on Wednesday 10 July, when the Committee considered agenda item 3(b) the proposed residential development at South Sebastopol.

Rationale: For over 20 years Mrs Carole Jacob has co-ordinated residents of Cwmbran and Torfaen in campaigns to protect their quality of life and their environment. A key contributor on all aspects, at all stages, of the South Sebastopol development. Failing to ask her to address the meeting of the Environmental Awareness & Planning Committee held on Wednesday 10 July, when the South Sebastopol development was an agenda item was the equivalent of not inviting Warren Gatland to address a meeting when the "development of rugby in Cwmbran" was on the agenda.

**7 Motion submitted by Councillor P Williams to Council meeting of 31 July 2013**

Cwmbran Community Council agrees to lobby Torfaen County Borough Council, following implementation of the Dog Control Orders from 1 June, to consider the enhancement these Orders by,

- i. Ensuring that the Company responsible for administrating/enforcing these Orders engages with dog walkers who use our playing fields to gain an understanding of who are responsible dog owners, and gain their confidence and their assistance with tackling this issue.
- ii. Outlining their policy for providing bins to dispose of dog faeces.
- iii. To explore the options to convert dog faeces into energy - as demonstrated by the "Streetkleen Bio System".

Rationale: These Orders can be more effectively implemented with greater engagement between the Company administrating/enforcing and responsible pet owners; particularly following media comments from employees stating that they "had to give out four tickets a day and for any over that we would receive £5-a-ticket bonus". Torfaen County Borough Council has reduced the number of disposal bins at one of the most popular dog walking areas people wish to know why? We all agree dog faeces are a public nuisance; however the "Streetkleen Bio System" offers a potential income generating way of disposing of dog waste.

**8 Motion submitted by Councillor P Williams to Council meeting of 31 July 2013**

Cwmbran Community Council agrees to invite the relevant Member or Officer of Torfaen County Borough Council to its meeting scheduled for 9 October 2013, outline the measures required to be implemented to improve the standard of Secondary Education in Cwmbran.

Rationale: It is necessary that the relevant person from Torfaen County Borough Council is invited to the elected forum for the Cwmbran Community as it is only in Cwmbran that all the Secondary Schools are either moved into the lowest band in the Wales School Banding report or were individually placed in special measures – as briefly illustrated:

- i. In February 2012 Estyn heavily criticised Torfaen's Education Services; indicating that standards were "unsatisfactory", far below expected levels of performance;
- ii. In November 2012 Llantarnam School was placed into special measures; Estyn determining that both its current performance and prospects unsatisfactory;
- iii. In December 2012 the School Banding positions for the academic year 2011-12 were announced. They described an alarming picture for Cwmbran with 2 out of 3 Secondary Schools falling into the lowest band 5 and the 3<sup>rd</sup> school (which was already in special measures) remaining in Band 4. The Welsh Government Education Minister (in December 2012) regarded the school banding results as more relevant than an Estyn Inspection;

- iv. In March 2013 Estyn, after further examination of our education services, place them in special measures;
- v. In June 2013 Torfaen County Borough Council relinquishes its statutory duty for school improvement, transferring this responsibility to the Education Achievement Service (EAS) for South East Wales.

**9 Motion submitted by Councillor P Williams to Council meeting of 9 October 2013**

That Cwmbran Community Council agrees to hold a period of reflection or prayer before meetings of the Council.

*(Additional Note from Councillor Williams: This follows on from the Minister's statement (see link below) and could be prayers led on a rota of local religious ministers or a period of reflection.*

<http://wales.gov.uk/about/cabinet/cabinetstatements/2013/religiousceremonies/?lang=en>)

**10 Motion submitted by Councillor P Williams to Council meeting of 9 October 2013**

That Cwmbran Community Council, mindful of the tragic incidents arising from cyber bullying, agrees to initiate a campaign, in association with the Samaritan's, to promote the safer use of the internet, mobile phones and social communication networks with pupils attending the Secondary Schools within Cwmbran.

*(Additional Note from Councillor Williams: This arises from an interview with a father accompanied by a surviving daughter, whose other daughter had committed suicide because she was being "cyber" bullied. When the interviewer asked "why didn't she turn off her phone" her sister replied "no one turns off their phone". The Samaritans will be pleased to advise and work with us on this initiative.)*

**11 Motion submitted by Councillor TJ Winter to Council meeting of 19 February 2014**

- i. The Council notes that the sale of products generally referred to as "legal highs" currently appears to be permissible under UK legislation and that retailers can be free from prosecution.
- ii. Whilst the Council notes that it is permissible to sell such products under certain conditions, primarily that they are not sold not for human consumption and that breaching this condition is contrary to legislation, these products appear to be freely available to purchase. These hazardous substances appear to be as potentially addictive as any illegal drug and potentially just as dangerous.
- iii. The Council is concerned about the potential health risk caused by these products to people of all ages and the impact on the behaviour of people who come under the influence of such products. The Council has been made aware of anti social behaviour arising from the use of these products in Cwmbran.

- iv. The Council notes that the existing powers available to the Police and the Local Authority to prevent the sale and use of such products are limited.
- v. The Council therefore agrees to contact local MPs, AMs and other decision makers encouraging them to support and pursue any measures to discourage and prevent the sale and use of such products within Cwmbran and the wider community