



You are summoned to participate in the following meeting:

Cwmbran Community Council, **Policy & Finance Committee** on Monday 6th June 2022

The meeting will commence at 6.00 pm at the Council House, Ventnor Road, Cwmbran NP44 3JY.

Members of the Council, members of the press and the public may attend in person.

The meeting will also take place remotely using a video conferencing facility in accordance with the Local Government and Elections (Wales) Act 2021.

Members of the Council, press or public wishing to attend on a remote basis should notify the Clerk to the Council in advance so that guidance can be provided on how to attend the video conference.

AGENDA

To: Councillors:

- (i) Councillor SWJ Ashley
- (ii) Councillor LJ Chaney
- (iii) Councillor M Day
- (iv) Councillor L Johnston
- (v) Councillor P Jones
- (vi) Councillor L Lloyd-Tolman
- (vii) Councillor C Morgan
- (viii) Councillor S Morgan
- (ix) Councillor P Seabourne
- (x) Councillor M Villars

Also Councillors:

Councillor A Bird
Councillor Rh Bennett (Chair)
Councillor F Jones (Vice-Chair)
Councillor KK Manneh
(Ex Officio Members)

3 Members must be present for the meeting to be quorate.

To: ALL OTHER MEMBERS FOR INFORMATION

1. **Appointment of Chairperson and Membership**

To note that, at the Annual General Meeting of Cwmbran Community Council held on 18th May 2022, Councillor Rh Bennett was appointed Chair of this Committee for the Municipal Year 2022/23. Councillor F Jones was appointed as Vice Chair. Membership was appointed as referred to above.

Terms of Reference for the Committee were also agreed at the above meeting.

2. **Apologies for Absence**

(Must be submitted by the Member concerned in advance of the meeting)

3. **Members' Declarations of Interest**

(Must be declared in writing at the meeting)

4. **Minutes**

To confirm the attached minutes of the meeting held on 28 February 2022 as a true record. The Minutes to be signed by the Chairperson.

Finance and Audit Items

5. **Itemised Schedule of Receipts & Payments (February 2022 and March 2022)**

Schedules of receipts & payments and bank reconciliation are attached. Councillor Villars has verified the reconciliation and bank statements in accordance with Financial Regulations. No issues stand referred to the committee because of this process.

6. **Quarterly Financial Monitoring 2021/22: Quarter 4 (January, February, March 2022)**

Quarterly financial monitoring of expenditure against budget is attached.

7. **Transfer**

To note a transfer of funds from Monmouthshire Building Society to the Co-operative Bank in the sum of £100,000 on 9 May 2022.

8. **Annual Return for the Year Ended 31 March 2022**

To consider the following (copies attached):

- (i) [Annual Return & Accounting Statement](#)
- (ii) [Financial Statement](#)
- (iii) [Report of Internal Auditor](#)
- (iv) [A Management Response to the audit report is also attached.](#)

(The Annual Return and Financial Statement must be approved by Full Council. Any audit recommendations should also be addressed by Full Council. These matters will therefore also be reported to the next Council meeting.)

It is **recommended**

- (1) that the Annual Return & Accounting Statements and Financial Statements are approved.
- (2) the report of internal auditor is received.
- (3) the response to the report of the internal auditor is approved.

Council House Matters

9. **Council House Matters**

- a) To note that arrangements have been made to move the defibrillator at the Council House to the outside of the building, where it will be more of an asset to the community.

A new cabinet has been obtained and a local electrician will assist with the works. Costs will be met from Code G10 (Premises Maintenance & Asset Replacement).

- b) A quote has been received from GB Painting & Decorating Services to prepare & paint fascia boards, walls, downpipes, windowsills & woodwork to The Council House. The cost is £9,995. As per Financial Regulations 1.14 – The Council must approve any grant or single commitment in excess of £6,000 and it would be prudent to receive further quotes.

Well-being Matters

10. **Community Alcohol Partnership (CAP) for Cwmbran**

A meeting took place remotely on 25 May 2022 to discuss the above. Matthew Knight, Regional CAP Coordinator attended along with representatives of Cwmbran Community Council, Henllys Community Council, Torfaen County Borough Council and Gwent Police. A note of the meeting will be produced, with copies available from the Acting Clerk.

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

Other Matters

11. **[Installation of Traffic Speed Signs \(Speed Indicator Devices\): Llantarnam Road, Station Road and Blenheim Road](#)**

To consider the attached report.

12. **Seminars & Outside Bodies**

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

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|------|--|--------------------------------------|
| (i) | <u>Gwent Valleys Area Committee</u> | <u>19 April 2022</u> |
| (ii) | <u>Larger Local Councils Committee</u> | <u>20 April 2022</u> |

13. **[Health & Safety Evaluation Report](#)**

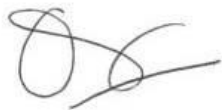
To consider the attached report.

14. **Exclusion of the Press & Public**

In view of the confidential nature of the business to be transacted, it is **recommended** that the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

15. **Staffing Matters**

To consider the attached report regarding current staffing arrangements.



Clare Facey DMS
Acting Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)
Cwmbran Community Council/Cyngor Cymuned Cwmbrân

30th May 2022/30 Mai 2022
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