



You are summoned to participate in the following meeting:

Cwmbran Community Council, **Policy & Finance Committee** on Monday 12th September 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. **Apologies for Absence**

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

2. **Members' Declarations of Interest**

(Must be declared in writing at the meeting)

3. **Minutes**

To confirm the attached minutes of the meeting held on 11 July 2022 as a true record. The Minutes to be signed by the Chairperson.

4. **Community Engagement**

Following the presentation from Dave Leech (Chief Officer, Communities, Customer Service and Digital, Torfaen County Borough Council), please see attached proposed workshop for the Council to explore community engagement.

To suggest a date for the proposed workshop.

Finance and Audit Items

5. **Itemised Schedule of Receipts & Payments (May, June, July 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 2022/23: Quarter 1 (April, May, June 2022)**

Quarterly financial monitoring of expenditure against budget is attached.

To consider the attached report.

7. **May Elections**

Following the May Elections, the Council has received an invoice from Torfaen County Borough Council in the sum of £12,182.70 relating to these costs. There is £10,000 in the budget to cover these costs (A01), plus £25,000 in earmarked reserves.

(We are awaiting an invoice relating to the recent Elections held in the Two Locks Ward)

For members' approval.

8. **Employers Pension Contributions**

The Council has recently received an invoice for the Employers Pension Lump Sum 22/23 in the sum of £10,000. This amount has already been budgeted under code CO1A.

For members' approval.

Council House Matters

9. **Council House Matters**

a) The external works to the building is currently in progress. To receive an update.

- b) Internal Alterations to Reception and Main Office area – In March 2019 the Council received architectural drawings from Torfaen County Borough Council. This was put on hold during Covid, however, Members may wish to revisit the plans. For members' consideration.

Well-being Matters

10. Community Alcohol Partnership (CAP) for Cwmbran

A meeting of the Community Alcohol Partnership was held on 28th July 2022. To receive any updates.

Other Matters

11. Seminars & Outside Bodies

To receive any reports from the following meetings:-

- | | |
|---|------------------|
| • The Congress Theatre Management Board | 15 August 2022 |
| • Friends of Bruchsal Society | 8 September 2022 |
| • Friends of Brushsal Trust | 8 September 2022 |

12. Standing Orders

The Council's Standing Orders are attached. These are a legal requirement and reflect model regulations used throughout the Town & Community Council sector. (Based upon NALC Model Standing Orders 2018 (Wales))

The Standing Orders were last adopted by Cwmbran Community Council at a meeting held on 15 September 2021 and are therefore due for review and adoption (this should be undertaken annually).

To be reviewed and adopted.

13. 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.

14. Staffing Matters

Members are asked to note that a part-time Clerical Officer has recently handed in their notice, SJ's last day of employment is Friday 9th September 2022. The position has been advertised with a closing date set of Friday 9th September 2022.

To receive an update.



Clare Facey

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

5 September 2022/5 Medi 2022 clare@cwmbbran.gov.uk tel/ffôn 01633 849070