



You are summoned to participate in the following meeting:

Cwmbran Community Council, **Policy & Finance Committee** on Monday 17<sup>th</sup> October 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 28 September 2022 as a true record. The Minutes to be signed by the Chairperson.

4. [Community Engagement](#)

This item is deferred from the last Policy & Finance Committee Meeting. 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** ([August 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.

*Council House Matters*

6. **Council House Matters**

- a) The external works to the building is currently in progress.

*The external works should be finalised over the next couple of weeks with scaffolding being removed.*

- 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.

*At the last Policy & Finance Meeting members requested that this item be deferred to the next Full Council meeting for consideration. Quotes will be provided once received for member's information.*

*Governance Matters*

7. [Training Plan 2022/23](#)

In Accordance with Section 67 of the 2021 Local Government & Elections (Wales) Act, the Council have a statutory duty to make and publish a training plan for all members and staff which will support efforts to the capability of the sector. The first training plan must be ready and published by 5 November 2022.

Community Councils and staff should equip themselves to be as effective and efficient when exercising functions. Councils should regularly review if there are opportunities to improve their administration and governance so that they are able to perform their responsibilities and serve their communities, by identifying gaps and developing a plan to address those gaps.

Please see attached draft Training Plan. Please note that the next Council meeting is taking place on 9<sup>th</sup> November 2022. This plan needs to be adopted at this meeting to meet the statutory duty.

To consider and adopt the Training Plan.

8. **Independent Remuneration Panel for Wales Draft Annual Report**

Draft determinations for 2023/2024 – The Panel considers members of Community and Town Councils should not be out of pocket for carrying out their duties. Please see proposals in the attached draft annual report. The panel would welcome any feedback. The consultation period ends on 1 December 2022.

For members consideration.

9. **Governance Documents: Investment Strategy**

It is important that the Council keeps its internal systems, such as the Investment Strategy under review. A draft Investment Strategy is attached.

To consider and approve the Investment Strategy.

*Well-being Matters*

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

The next meeting of the Community Alcohol Partnership is being held on 25 October 2022.

*Other Matters*

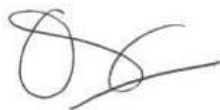
11. **Speed Signs**

At the last meeting members requested that this item is discussed to identify future locations of speed signs and funding possibilities.

12. **Seminars & Outside Bodies**

To receive any reports from the following meetings:-

- |  |                   |
|--|-------------------|
| • The Remembrance Parade Meeting           | 29 September 2022 |
| • The Canal Trust                          | 6 October 2022    |
| • One Voice Larger Local Council Committee | 12 October 2022   |



**Clare Facey**

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

11 October 2022/11 Hydref2022 [clare@cwmbbran.gov.uk](mailto:clare@cwmbbran.gov.uk) tel/ffôn 01633 849070