

**Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 28 November 2022 at 6.00 pm.**

**Venue: The meeting was held remotely and at the Council House, Ventnor Road, Cwmbran NP44 3JY in accordance with the Local Government and Elections (Wales) Act 2021**

The recommendations below will be submitted to the Council Meeting to be held on 14 December 2022.

These minutes are subject to confirmation at the meeting to be held on 23 January 2023

**Present:** Councillor R Bennett (Chair), SWJ Ashley, A Bird, L Chaney, M Day, L Lloyd-Tolman, C Morgan, S Morgan, P Seabourne & M Villars

*(Councillors M Day, C Morgan & S Morgan participated in the meeting via remote means)*

**Also:** Clare Facey (Acting Clerk to the Council), Councillor J Davenne, Torfaen County Borough Council Chief Officer David Leech

**Absent:** Councillors L Johnston, F Jones, P Jones, K Manneh

*(No Public Participation Session was held at this meeting)*

**PF22/055 Apologies for Absence**

Apologies for Absence were accepted from Councillors F Jones (illness), P Jones (illness) & K Manneh (personal).

**PF22/056 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.

*Councillor SWJ Ashley declared a non-prejudicial interest in Minute PF22/058 Community Engagement. He remained in the meeting during the discussions.*

**PF22/057 Minutes**

The minutes of the meeting held on 17 October 2022 were confirmed as a correct record.

*In relation to minute PF22/053 Traffic Speed Signs, Councillor Villars informed members that he had been chasing Torfaen County Borough Council regarding the installation of the speed signs. Members reported that the Station Road Speed Sign had been installed but the others were still awaited. The Acting Clerk informed members that she would chase progress again and report back to members.*

The Chair signed the minutes.

**PF22/058 Community Engagement**

*Councillor SWJ Ashley declared a non-prejudicial interest in Minute PF22/058 Community Engagement. He remained in the meeting during the discussions.*

Members welcomed David Leech (Chief Officer, Communities, Customer Service and Digital – Torfaen County Borough Council) to the meeting. He explained that this was the first part of a workshop, discussing how we work together with our communities to set out and address wellbeing priorities across Cwmbran.

The Chief Officer explained to members that this workshop is about building a communities approach to the way services and activities are delivered within the community. How do we work together and collectively with our residents. We need to focus on what the well-being needs are, by getting people more involved and designing a system that allows us to work better together. Based on what the community is good at and where their strengths lie and then filling in any gaps. Early detection and prevention is key, bringing the community together around a common goal, empowering people and identifying better ways for interaction between everyone.

Members were asked to score what they think their communities priorities would be for the following categories , with 1 being the lowest and 5 being the most important to the community. The purpose of this exercise is to look at categories and gauge where the communities priorities currently are, specifically in relation to improving their well-being.

- Environmental category scored 5
- Income & Job Prospects (Education) scored 3/4
- Culture & Leisure scored 5
- Wellbeing/Health/Social Care/Elderly scored 5

The Chief Officer explained that they were currently working on a mapping system of warm spaces and asked if the Acting Clerk could feed any information to Torfaen County Borough Council of any warm spaces in the Cwmbran Community Council area.

The Chief Officer thanked members for their excellent input and suggested that he would send over a list to the Acting Clerk for Members to look at before the next workshop. Identifying what capacity we already have within the community, such as, voluntary groups, carers, volunteers, etc and what already exists in Cwmbran, what we can do to improve it and fill in any gaps that are needed.

The Chief Officer would be invited to attend the next full Council meeting taking place on 15<sup>th</sup> February 2023, to continue the workshop as soon as possible.

It was **recommended** that:-

- a) the Chief Officer is thanked for his attendance and workshop
- b) a list is sent to the Acting Clerk for Members, identifying what capacity we already have within the community, such as, voluntary groups, carers, volunteers, etc and what already exists in Cwmbran. What we can do to improve it and fill in any gaps that are needed and report to the next workshop

- c) the Chief Officer is invited to the next full Council meeting being held on 15<sup>th</sup> February 2023
- d) the position is noted.

**PF22/059 Itemised Schedule of Receipts & Payments (September & October 2022)**

Members considered the above information, including bank reconciliations. The Acting Clerk confirmed that corresponding statements and reconciliations had been verified by Councillor M Villars, in accordance with financial regulations.

It was **recommended**:-

- a) that the Itemised Schedule of Receipts & Payments for September & October 2022 is noted
- b) that Councillor Villars is thanked for verifying the accounts.

**PF22/060 Quarterly Monitor (April to September 2022)**

Members considered the above information, relating to the Quarterly Monitor for the second quarter. The Acting Clerk confirmed that this had been verified by Councillor M Villars, in accordance with financial regulations.

Councillor S Morgan raised a question regarding bank interest and the Acting Clerk confirmed that this was paid annually. Councillor Bird asked a question regarding the publicity coding and spend to date and the Acting Clerk answered the query.

It was **recommended** that the Quarterly Monitor is noted.

**PF22/061 Council House Matters**

- a) The Acting Clerk reported to members that the external repairs and painting had now been completed and the scaffolding had been removed
- b) Internal Alterations to Reception and Main Office area – in 2019 the Council received architectural drawings from Torfaen County Borough Council. The Acting Clerk reported to members that she was currently awaiting a response from TCBC regarding updating the drawings.

Members enquired about the history of the drawings and the Acting Clerk explained that the alterations were needed to improve accessibility to the building and to alleviate pressures on the lack of office space currently available, taking into account the large foyer area that was a wasted but much needed space for office staff. Members suggested that the plans are put on Members Matters.

It was **recommended**:-

- i) that the plans for the Internal Alterations to Reception and Main Office are sent to Members via Members Matters
- ii) that the information is noted.

**PF22/062 Community Alcohol Partnership (CAP) for Cwmbran**

Members reported that there were 2 possible funding applications currently being identified. The next meeting would be scheduled for an evening to help increase attendance, the meeting date to be confirmed.

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

**PF22/063 Traffic Speed Signs**

This item was covered under PF22/057 Minutes:-

*In relation to minute PF22/053 Traffic Speed Signs, Councillor Villars informed members that he had been chasing Torfaen County Borough Council regarding the installation of the speed signs. Members reported that the Station Road Speed Sign had been installed but the others were still awaited. The Acting Clerk informed members that she would chase progress again and report back to members.*

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

**PF22/064 Seminars & Outside Bodies**

Members noted the following meetings had taken place:-

- i. Blaenau Gwent & Torfaen LNP Meeting 19 October 2022
- ii. One Voice Wales Area Committee Meeting 25 October 2022
- iii. Joint Meeting between CCC & CLCC 17 November 2022

Members reported that the Joint Meeting between CCC & CLCC had been very well attended. The subjects that were covered were CCYP visit and reporting, Tourism, Twinning and links to Cwmbran Big Event, Town Centre plans and Cwmbran at 75. The next meeting would be taking place at the end of Jan/beginning of February 2023.

It was **recommended** that the meetings are noted.

**PF22/065 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.

**PF22/066 Revenue Estimates 2023-24**

Members received information from the Acting Clerk relating to the Revenue Estimates for 2023-24.

Members suggested that the Revenue Estimates for 2023 -24 together with the Earmarked Reserves are brought to the next full Council for members consideration.

It was **recommended** that:-

- a) the Revenue Estimates for 2023 -24 together with the Earmarked Reserves are brought to the next full Council for members consideration
- b) the position is noted.

*Signed .....*(Chair, Policy & Finance Committee)