

**Minutes of the Meeting of Cwmbran Community Council held on Wednesday  
29 March 2023 at 6.00pm**

These minutes are subject to confirmation at the Council Meeting to be held on Wednesday  
10 May 2023

**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**

**Present:** Councillors: A Bird, JS Davenne, F Jones, P Jones, K Manneh, PJ Seabourne,  
M Villars & WJ Walker

(Councillors SWJ Ashley, R Bennett, L Chaney, G Lloyd-Tolman,  
L Lloyd-Tolman & L Simmonds participated in the meeting via remote means)

Also present: Gareth Davies (Clerk to the Council), Nicholas Bennett (Group  
leader, Strategic Waste and Operations TCBC), Andrew Margire (Waste and  
Recycling Services Officer TCBC), Teresa Pearce (Waste and Recycling  
Services Officer TCBC)

(Also present via remote means Caroline Genever-Jones (TCBC Elections  
and Business Manager))

**Absent:** Councillors M Day, LG Johnson, C Morgan, S Morgan, S Wharton

(No public participation session was held at this meeting)

**CL22/106 Apologies for Absence**

Apologies for absence were accepted from Councillors C Morgan (Holiday) &  
S Morgan (Holiday)

**CL22/107 Declarations of Interest**

Members were asked to declare any personal and/or prejudicial interests they  
had and give details of the nature of their interest.

*Councillor JS Davenne declared a non-prejudicial interest in Minute CL22/119  
– Torfaen Play Service. He remained in the meeting.*

*Councillor SWJ Ashley declared a non-prejudicial interest in Minute CL22/117  
– Torfaen CBC Waste and Recycling Consultation. He remained in the  
meeting.*

**CL22/108 Chair's Announcements & Vice Chair's Announcements**

The Chair reported that he had participated in numerous meetings and events:-

- Cwmbran Community Council Awards Evening
- Primary Schools Choral Festival
- A Joint Council Meeting took place on 28<sup>th</sup> March with Croesyceiliog and Llanyrafon Community Council and a joint Civil Meeting will be arranged to take place via Zoom with the Cwmbran twin town Bruchsal.

The Chair thanked the staff for arranging the Community Council Awards Evening and Primary Schools Choral Festival and the members who attended.

Councillor F Jones thanked the Chair for attending the events and meetings.

It was **Resolved** that the information is noted.

**CL22/109 Public Question Time**

In accordance with the Council's Standing Orders the opportunity for public questions was included as an item on the agenda for the meeting.

No questions had been submitted.

**CL22/110 Gwent Police Update/South Wales Fire & Rescue Service Update**

The Clerk informed members that a representative from Wales Fire & Rescue would like to attend the next meeting. Feedback had been received regarding a question from Councillor Villars concerning a fire in Llantarnam which was extinguished quickly.

Councillor Villars informed members that himself and Councillor Walker had a very informative meeting with their local PCSO on Monday 27<sup>th</sup> March.

Councillors P Jones also updated members on a meeting attended with Councillor Simmonds and Borough Councillor Colette Thomas concerning crime in Five Locks which has a very low amount of crime.

(i) No update from Gwent Police has been provided.

(ii) No update from Wales Fire & Rescue has been provided.

It was **Resolved** that the above is noted.

**CL22/111 Council Meeting 1<sup>st</sup> February 2023**

The Chair introduced the minutes of the above meeting.

It was **Resolved** that:-

- a) the minutes of the above meeting are approved and actioned therein.

**CL22/112 Events & Community Projects Committee 20<sup>th</sup> February 2023**

Councillor A Bird introduced the minutes of the above meeting.

The Clerk updated members on the preparations for the Big Event, it is all going to plan with a site meeting being held next week.

It was **Resolved** that:-

- a) the minutes of the above meeting are approved and actioned therein.

**CL22/113 Grants to Voluntary Organisations Committee 20<sup>th</sup> February 2023**

Councillor Seabourne introduced the minutes of the above meeting.

It was **Resolved** that:-

- a) the minutes of the above meeting are approved and actioned therein.

**CL22/114 Environmental Sustainability & Planning Committee 1 March 2023**

Councillor A Bird introduced the minutes of the above meeting.

With regard to item ESP22/065 Pontnewydd Park Environmental Funding, an application and report have been received from the Friends of Pontnewydd Park requesting funding of £7000. Members discussed the sharing of information to pass on good practise to bring the community together. The request for funding of £7000 was approved.

With regard to item ESP22/065 Fuel Banks Scheme, Members looked at the report from Citizens Advice Torfaen, from the £10000 funding received only £3124 has been spent, leaving £7876 unspent. Members proposed the Clerk to investigate and report back to members. Members were disappointed with the response from the CAB considering the current cost of living crisis. Mal Edgson to be invited to a meeting to report to members.

With regard to item ESP22/065 Rolling Roads Safety at Schools Programme for equipment to improve parking and road safety. Members agreed to approve the program and a list is to be drawn up where equipment is required.

With regard to item ESP22/065 Mon and Brec Canal Regeneration the Clerk is to contact Alice Rees concerning representation by the Council.

With regard to item ESP22/065 Royal Memorial Fund: Members enquired about the plans for the Coronation. To be deferred to the next Policy & Finance Meeting.

It was **Resolved** that:-

- i) Funding of £7000 is approved and payment to be made to Friends of Pontnewydd Park.
- ii) The Clerk to contact Mal Edgson Citizens Advice Torfaen to invite him to the next meeting to update members on the unspent funding.
- iii) Members agreed to approve the Rolling Roads at Schools Programme and a list is to be drawn up where equipment is required.
- iv) The Clerk is to contact Alice Rees concerning Mon and Brec Canal Regeneration representation.
- v) The Royal Memorial Fund is to be deferred to the next Policy & Finance Meeting. A quote is to be obtained for a Royal Memorial Plaque.
- vi) Planning Consultations: 1451 & 1452 no objections.
- vii) the minutes of the above meeting are approved and actioned therein.

#### **CL22/115 Policy & Finance Committee 6 March 2023**

Councillor A Bird introduced the minutes of the above meeting.

With regard to item PF22/079 Council House Matters, the Clerk confirmed that Torfaen Access Forum have been contacted will be assessing the Council House building soon.

It was **Resolved** that the minutes are approved and actioned therein.

#### **CL22/116 Community Review**

Caroline Genever-Jones, TCBC Elections and Business Manager gave a presentation to members to look at the electoral and warding arrangements within the communities. Reviews are to be held every 10 years and the last review was held in 2012.

The review will look at two areas:-

- a) a review of the Community areas
- b) review of electoral arrangements

The Council approved the review in October and a task and finish group has been established. The task and finish group are now working on the terms of reference, which should be going to Council for approval in April. Once approved members will have 6 weeks to consider the terms of reference and comment before it goes out to Consultation.

It is **Resolved** that:-

- a) Caroline Genever-Jones is thanked for her presentation.

### **CL22/117 Torfaen CBC's Waste and Recycling Consultation**

*Councillor SWJ Ashley declared a non-prejudicial interest in this item. He remained in the meeting.*

Members received a presentation from representatives from Torfaen Waste and Recycling Nicholas Bennett (Group leader, Strategic Waste and Operations TCBC), Andrew Margire (Waste and Recycling Services Officer TCBC) and Teresa Pearce (Waste and Recycling Services Officer TCBC).

The current recycling target is 64% and the borough currently sits at 62.7% which is below target, resulting in a potential fine of £100000 per 1% under the statutory recycling target.

To achieve the targets set out by the Welsh Government, one of the key proposals is to restrict the amount of general waste householders can place out either 3 weekly or 4 weekly. The officers explained that doing nothing is not an option with the potential risk of fines.

Consultation will be taking place for 6 weeks online and drop-in sessions throughout Torfaen over the next few weeks.

Members thanked the officers for the presentation and discussed concerns including current missed collections in Llantarnam and the officers explained that under the proposals for missed collections the vehicles would do their normal collections the next day then mop up any missed collections from the previous day. Members also expressed concerns with collections at flats and the officer's confirmed discussions were taking place with Bron Afon to increase recycling collections at flats.

Members agreed that the changes need to be made and education is required for households to increase the amount they recycle. Members also enquired if the current recycling black box would be improved.

It was **Resolved** that:-

- a) The representatives from Torfaen CBC's Waste and Recycling are thanked for the presentation.

**CL22/118 Cwmbran Celtic FC: Community Facilities Programme – Grant Application**

The clerk confirmed that the request is currently for support. The club would like to diversify its current offerings and become more community focused and encourage dual use of sports facilities.

It was **Resolved** that the above is noted.

**CL22/119 Torfaen Play Service: Update**

*Councillor JS Davenne declared a non-prejudicial interest in this item. He remained in the meeting.*

Councillor Davenne gave members a full and informative presentation on the Play Scheme as a whole, offering play opportunities in the heart of the communities. The scheme works with a variety of ages through various play related projects with over 4000 people engaging in the projects each year with 40 different provisions each week.

The service offers support to schools including Breakfast sessions, play in the playground, wrap around play clubs and play and wellbeing sessions.

The Summer Playschemes has 25 play provisions in the Cwmbran area, playschemes are not limited to the summer, the scheme also provides provision for targeted groups.

Members were shown the provision provided to Llantarnam Ward which receives the highest amount of provision in the Borough.

Torfaen play works with Community Councils, Welsh Government and the WLGA to secure funding to continue to sustain the level of support. Members were thanked for attending the Volunteer Awards.

Members thanked Councillor Davenne for his presentation and the service Torfaen play provide.

It was **Resolved** that:-

- a) Councillor Davenne is thanked for his presentation.
- b) The position is noted.

**CL22/120 Representation on Outside Bodies**

Members considered a new member to represent Cwmbran Community Council on the Board of Trustees at Llantarnam Grange.

Councillor G Lloyd-Tolman confirmed he would be happy to represent the Cwmbran Community Council and members agreed and approved the proposal.

It was **Resolved** that:-

- a) Councillor G Lloyd-Tolman to represent Cwmbran Community Council on the Board of Trustees at Llantarnam Grange.
- b) The position is noted.

**CL22/121 Exclusion of the Press & Public**

In view of the confidential nature of the business to be transacted, it was agreed that the following matter 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.

**CL22/122 Staffing**

- i) The Leader Councillor K Manneh formerly welcomed the new Clerk to the Council Gareth Davies and confirmed his position as Proper Officer of the Council and as Responsible Financial Officer.
- ii) The Clerk provided a report on the current staffing arrangements and in relation to the hire of a Responsible Finance Officer/Deputy Clerk to the Council. Members also discussed the post of Events and Outreach officer. Members approved the recommendations.

It was **Resolved** that:-

- i) To advertise and recruit for the position of Responsible Finance Officer/Deputy Clerk to the Council.
- ii) To advertise internally for the position of Events and Outreach Officer.
- iii) The position is noted.

**CL22/123 Banking Arrangements**

Members discussed the current banking arrangements and updates to the website, members agreed to the recommendations to update the bank account signatories and the website.

It was **Resolved** that:-

- i) The bank account signatories to be updated.
- ii) The position is noted.

**CL22/124 Members Training Programme**

Members discussed the expenditure for members to attend courses and approved as per the recommendations.

It was **Resolved** that:-

- i) The expenditure for member training is agreed.
- ii) The position is noted.

**CL22/125 Staff Training Programme**

Members looked at a proposed staff training plan relevant and necessary for staff. The recommendations were approved.

It was **Resolved** that:-

- i) The training plan is approved as per the recommendations.
- ii) The position is noted.

Signed..... (Chairman, Cwmbran  
Community Council)