

**Minutes of the Meeting of Cwmbran Community Council held on Wednesday  
10 May 2023 at 6.00pm**

These minutes are subject to confirmation at the Council Meeting to be held on  
Date to be confirmed

**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, L Chaney, M Day, G Lloyd-Tolman, L Lloyd-Tolman,  
K Manneh, P Seabourne, M Villars, WJ Walker & S Wharton

(Councillors SWJ Ashley, R Bennett & Luke Simmonds participated in the  
meeting via remote means)

Also present: Gareth Davies (Clerk to the Council), Amy Brunnock (Head of Engagement  
ABUHB), James Hodgson (Head of Communication ABUHB), David Leech  
(Chief Officer, Communities, Customer Service and Digital, TCBC)

**Absent:** Councillors JS Davenne, LG Johnson, F Jones, P Jones, C Morgan &  
S Morgan

(No public participation session was held at this meeting)

**CL22/126 Apologies for Absence**

Apologies for absence were accepted from Councillors JS Davenne (Holiday),  
F Jones (Personal), P Jones (Personal), C Morgan (Personal) & S Morgan  
(Personal)

**CL22/127 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 KK Manneh declared a non-prejudicial interest in Minute CL22/131  
- Presentation by Aneurin Bevan Health Board. He remained in the meeting.*

**CL22/128 Chair's Announcements & Vice Chair's Announcements**

The Chair reported that he had attended a number of events held for the  
Coronation over the weekend and thanked members for their attendance and  
involvement in Coronation events.

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

**CL22/129 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.

**CL22/130 Gwent Police Update/South Wales Fire & Rescue Service Update**

- (i) Local Police Community Support Officers attended the meeting and updated members. Members enquired about the Hurbert Protocol for residents with Dementia, which allows families to log the details of someone with Dementia which will help trace them if they go missing.

Members were also updated on Anti-Social behaviour in Northville concerning trespassing incidents at Maendy Primary School the officer reported that no incidents were reported in the past month.

Members were also concerned with boy racing in the Cwmbran area, with the officers confirming that they had not received many calls recently with Morrisons introducing restrictions.

- (ii) Members received a presentation on Wildfires from a representative of South Wales Fire & Rescue Service representative. With summer approaching the service are engaged in Prevention, Education and Response to try to reduce the number of Wildfires, which can prevent officers from attending emergency calls with a risk to life.

The service are working with partners to look at ways to prevent and control wildfires. Officers are receiving wildfire training and a number of wildfire stations have been set up in South Wales, equipped with a Landrover and Polaris ATV to be mobilised to Wildfires when a call is received. A helicopter is also available to assist when required.

The Fire Officers also have equipment to create fire breaks and are carrying out controlled burning to minimise the spread of fires.

Members enquired about the wild area next to Pontnewydd Park and asked questions about the use of the cutting machine to create fire breaks.

It was **Resolved** that:-

- a) The representatives from Gwent Police and South Wales Fire & Rescue are thanked for attending.
- b) the above is noted.

**CL22/131 Presentation by Aneurin Bevan Health Board Engagement and Communications Team.**

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

Members received a presentation from Amy Brunnock (Head of Engagement ABUHB) and James Hodgson (Head of Communication ABUHB).

James Hodgson updated members on how the roles of Engagement and Communications had changed in the last 5-10 years and involves learning new ways of working. The pandemic established the Health Board as a trusted voice for information, increasing the social media following by 400%.

The Clinical Future of the board has established The Grange University Hospital as the main Emergency Department, with Nevill Hall Hospital and the Royal Gwent Hospital as minor injury units.

Amy Brunnock confirmed that the Health Board had been carrying out Community Engagement at Community Groups, Schools, Supermarkets and Village Halls to reach as many residents as possible.

The Health Board engage via a number of means including face to face Community Engagement, formal Engagement and Consultation, emails to Stakeholders, WhatsApp messaging, the Diverse Community Health Forum and meeting with partners. A Maternity Services Engagement was also launched this week.

Members enquired on the feedback the team were receiving, which was confirmed as positive.

It was **Resolved** that:-

- a) Amy Brunnock and James Hodgson are thanked for their presentation.
- b) the above is noted.

**CL22/132 Council Meeting 29 March 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.

**CL22/133 Events & Community Projects Committee 3 April 2023**

Councillor M Day introduced the minutes of the above meeting.

Members enquired about purchasing items for the Cwmbran Community Council stall at the Big Event. Members agreed to purchase a selection of stationery items and bags.

It was **Resolved** that:-

- a) A selection of stationery items are purchased for the Big Event.
- b) the minutes of the above meeting are approved and actioned therein.

**CL22/134 Grants to Voluntary Organisations Committee 3 April 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.

**CL22/135 Environmental Sustainability & Planning Committee 12 April 2023**

Councillor A Bird introduced the minutes of the above meeting.

With regard to item ESP22/073 Councillor Walker enquired if a reply had been received from Councillor Mandy Owen concerning the sewage issue at Llantarum playing fields. The clerk had not received a reply and would make enquiries.

With regard to item ESP22/073 Councillor Villars updated members on the ongoing repair works at Court Farm, a reply had been received confirming the works would be completed in the next week.

It was **Resolved** that:-

- a) Councillor Mandy Owen is contacted regarding sewage issue.
- b) Planning Consultation lists 1456 & 1457 no objections.
- c) the minutes of the above meeting are approved and actioned therein.

**CL22/136 Policy & Finance Committee 17 April 2023**

Councillor A Bird introduced the minutes of the above meeting.

In regard to item PF22/092 Councillor Bird informed members that The Friends of Bruchsal have written to the Council to request the £3000 held in the twinning reserve to be paid to assist with the running costs of the twinning activities. Members agreed to defer until the next Full Council Meeting.

It was **Resolved** that:-

- a) funding request for The Friends of Bruchsal Society deferred to next Full Council meeting.
- b) the minutes of the above meeting are approved and actioned therein.

**CL22/137 Members Small Schemes**

Members considered the report to implement a Members Small Scheme type funding arrangement for grant giving to community organisations and groups within members wards.

Members approved a 1 year trial period with a £1000 budget with the running total for the scheme reporting to the Grants Committee, with no cap per organisation.

It was **Resolved** that:-

- a) the Scheme will report to the Grants Committee Meeting.
- b) the position is noted.

**CL22/138 Memorial Plaque to the Late Queen Elizabeth II and refurbishment of existing Plaques on the Clock Tower at Cwmbran Community Council.**

Members considered the costs of restorative refurbishment of the existing two plaques to replicate their original appearance as best as possible at £418.00 per plaque, total repair cost for the two plaques £836.00.

Members also discussed the purchase of a 3<sup>rd</sup> plaque, in memory of the late Queen Elizabeth at a cost of £845.00.

Members approved the costs to repair the two plaques and purchase the 3<sup>rd</sup> plaque.

It was **Resolved** that:-

- a) the two plaques to be repaired and a 3<sup>rd</sup> plaque purchased.
- b) The position is noted.

**CL22/139 Skip Amnesty Programme Across Wards.**

Members considered the report to provide a rolling programme of skip amnesties within all wards. Members were concerned that the skips would be manned at all times and members were also concerned with the skips being used to dispose of mattresses. Cllr Bird confirmed that he had been advised that 3 volunteers would be required.

Members approved the scheme starting in Two Locks, then going forward with a budget of £4000 - £5000 to run the programme across the wards.

It was **Resolved** that:-

- a) the Skip Amnesty Programme is agreed.
- b) The position is noted.

**CL22/140 TCBC Review of Communities Terms of Reference**

Members considered the Terms of Reference document. Councillor Bird highlighted areas of the report with questions regarding the consultation process.

Members discussed the document and agreed that due to the complexity of the document the initial consultation period end date of the 30<sup>th</sup> August needs to be extended due to the August recess. Members felt that the consultation would require a dedicated team of officers to contact for information.

Members discussed and were concerned with impacts on the smaller wards rather than larger ones and ward boundaries and with a general lack of clarity in the Terms of Reference and hope that when they are put to the wider stakeholder group and to residents, due consideration is given to making the process as simple and easy to engage with as possible.

Members agreed that the Clerk would collate a list of questions and circulate to members.

It was **Resolved** that:-

- a) the clerk to collate a list of questions
- b) the position is noted

**CL22/141 To pass a Resolution to Sign up to The Civility and Respect Pledge.**

Members considered the Resolution to Sign up to The Civility and Respect Pledge and passed the resolution. The document was signed by members.

It was **Resolved** that:-

- a) the Resolution is agreed and signed by members.
- b) the position is noted.

**CL22/142 Representation on Outside Bodies**

Members considered the vacancy for a Governor at Greenmeadow Primary School and agreed that the application is to go out to the public to apply.

It was **Resolved** that:-

- a) the Governor vacancy at Greenmeadow Primary School is to go out to the public to apply.
- b) the position is noted.

**CL22/143 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.

**CL22/144 Staffing**

- (a) The clerk reported to members that a member of staff had passed the ILCA qualification and members agreed to make an honorarium payment to the employee. The clerk confirmed that he will be starting his SLCA qualification in June.
- (b) The Clerk asked members to consider a payment for the SLCC membership as they provide a valuable service to the Clerk. It was agreed to renew the membership.

It was **Resolved** that:-

- a) honorarium payment to made to member of staff for ILCA qualification.
- b) Payment is made for the SLCC membership.
- c) the position is noted.

**CL22/145 IT Provision for Councillors**

The Clerk presented the options on the report for IT provision for Councillors. The members discussed the options and agreed to the Clerks recommendation.

It was **Resolved** that:-

- a) the Clerk to proceed with the purchase of IT equipment.
- b) the position is noted.

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