

I

**Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 5 June 2023 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 21 June 2023.

These minutes are subject to confirmation at the meeting to be held on: 10 July 2023

**Present:** Councillor R Bennett (Chair), L Lloyd-Tolman, C Morgan, M Villars & W Walker  
*(Councillors SWJ Ashley, M Day, S Morgan participated in the meeting via remote means)*

**Also:** Gareth Davies (Clerk)

**Absent:** Councillors A Bird, LJ Chaney, L Johnston, F Jones, P Seabourne, KK Manneh  
*(No Public Participation Session was held at this meeting)*

**PF23/001 Appointment of Chair and Membership**

At the Annual General Meeting of Cwmbran Community Council held on 17<sup>th</sup> May 2023, Councillor RH Bennett was appointed Chair of this Committee for the Municipal Year 2023/24. Councillor F Jones was appointed as Vice Chair. Membership was appointed as referred to above.

Terms of Reference for the Committee were also agreed at the above meeting.

**PF23/002 Apologies for Absence**

Apologies for Absence were accepted from Councillors A Bird (Personal), KK Manneh (Personal), P Seabourne (Holiday)

**PF23/003 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.

There were no Declarations of Interest.

**PF23/004 Minutes**

The minutes of the meeting held on 17 April 2023 were confirmed as a correct record of the meeting and are approved and actioned therein.

**PF23/005 Itemised Schedule of Receipts & Payments (March 2023 & April 23) and Bank Reconciliation for March 2023 & April 2023**

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

It was **recommended** that:-

- a) that the Itemised Schedule of Receipts & Payments and Bank Reconciliation for March & April 2023 are noted
- b) that Councillor Villars is thanked for verifying the accounts.

**PF23/006 Council House Matters**

**(a) Update received on progress and quotes regarding energy efficiency upgrades to lighting**

The clerk updated members on the quotes received to replace all the upstairs and downstairs obsolete strip lighting in the council house building with new LED lighting which will be 50% more energy efficient.

Two quotes were received from local companies for £8382 and £7800, members approved the quote for £7800. The clerk will contact the company and update members with a start date for the work.

**(b) Access to Community Notice Boards**

A request has been received from Torfaen Councillors to have access to the Community Council Notice Boards. Members discussed how the notice boards are used and agreed that the notice boards should be used to provide local information and advertise local community events to residents.

Members were concerned with the notice boards being used as political platforms. It was agreed that they are community notice boards and members should be encouraged to update and use the notice boards to focus on the community. The task force also put notices on the boards when required.

The clerk will write to the TCBC Councillors to advise on the use of the notice boards.

It was **recommended** that:-

- i) the Clerk writes to the TCBC Councillors.
- ii) the position is noted.

**PF23/007 Consultation Road Traffic Orders – Torfaen County Borough Council**

Members considered the road traffic orders consultation documents and discussed the traffic issues in the Cwmbran area.

Councillor Walker was concerned with ongoing parking by dog walkers in the Llantarnam area, especially parking where there are drop kerbs.

Councillor C Morgan highlighted issues on the road by the Ashbridge Inn on Sundays with pavement parking when football matches were taking place. Councillor Morgan advised members to continually report issues on the App or using the 101 service, so that the data is logged.

Members discussed how the use of enforcement officers would be beneficial to areas with ongoing parking issues. Members suggested a report on the app data from TCBC would be useful to highlight hotspot areas and to invite Mark Thomas (TCBC Head of Highways) to a future meeting to advise on reporting parking issues and enforcement.

It was **recommended** that:-

- a) Mark Thomas (TCBC Head of Highways) is invited to attend a meeting.
- b) the position is noted.

**PF23/008 Seminars & Outside Bodies**

No meetings had taken place to report.

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

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