

Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 15 April 2024 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 8 May 2024.

These minutes are subject to confirmation at the meeting to be held on:
Date to be Confirmed.

Present Councillors SWJ Ashley, R Bennett (Chair), A Bird, L Chaney, L Lloyd-Tolman, K Manneh, P Seabourne, M Villars & W Walker

(Councillors M Day participated in the meeting via remote means)

Also Gareth Davies (Clerk) & Andy Smith (RFO/Deputy Clerk)

Absent Councillors L Johnston, F Jones, P Jones, C Morgan & S Morgan

(No Public Participation Session was held at this meeting)

PF23/072 Apologies for Absence

Apologies for Absence were accepted from Councillor C Morgan (PSCF) & S Morgan (PSCF)

PF23/073 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.

PF23/074 Minutes 4 March 2024

Councillor Villars enquired if there was an update on the Oakfield Allotment which is now in private ownership. The Clerk has made enquiries and chase a response.

The minutes of the meeting held on 4 March 2024 were confirmed as a correct record of the meeting and are approved and actioned therein.

Councillor R Bennett signed the minutes.

PF23/075 Itemised Schedule of Receipts & Payments (January 2024 & February 2024) and Bank Reconciliation for January 2024 & February 2024.

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 January 2024 & February 2024 are noted.
- b) that Councillor Villars is thanked for verifying the accounts.

PF23/076 Earmarked Reserves

The RFO gave a report to members on the Earmarked Reserves.

Members discussed setting up a small working group to look at the current Earmarked Reserves and present recommendations to Full Council.

Members approved the setting up of the working group, the RFO will contact members for volunteers to participate in the group with recommendations to be made at the Full Council Meeting.

It was **recommended** that:-

- a) a working group is set up to look at the Ear Marked Reserves.
- b) the position is noted.

PF23/077 Independent Remuneration Panel for Wales Determinations 2024-25

Members considered the report and discussed the potential issues that will require a change to the current policy and procedure within the Council.

Members agreed to accept the recommendations.

It was **recommended** that:-

- a) the recommendations are approved.
- b) the position is noted.

PF23/078 Seminars & Outside Bodies

Councillor Bennett updated members on the recent activities of the CCYP. A recent tribunal had been resource intensive which has been concluded with a positive outcome.

A Youth Forum is in the process of being set up at CCYP to raise issues affecting young people in Cwmbran by a direct route through the Community Council. Young people will decide how they would like to do that, whether by a written report or attending a meeting, young people will be learning about democracy and the importance of having a voice.

Members thanked Councillor Bennett for the report and her work with CCYP and young people.

Councillor Bird will be attending the Local Community Council Partnership meeting and asked members to let him know of any issues they would like to raise.

It was **recommended** that:-

- a) Councillor Bennett was thanked for her work with CCYP.
- b) the position is noted.

PF23/079 Cwmbran Wellbeing Project

The Clerk reported to members that the Mother & Daughter Fitness Club and the Family Fitness Club sessions will be commencing again soon.

It was **recommended** that:-

- a) the position is noted.

PF23/080 Exclusion of the Public & Press

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.

PF23/081 Budget Update February 2024

Members considered the attached budget reports.

It was **recommended** that:-

- a) the position is noted.

PF23/082 Staffing Update

Members received a staffing update from the Clerk and a report on the current workload of an existing member of staff.

Members approved the increase of hours for the member of staff from 22.5 to 30 hours, to be backdated 2 months.

It was **recommended** that:-

- a) the staff members hours are to be increased to 30 hours to be backdated for 2 months.
- b) the position is noted.

Signed(Chair, Policy & Finance Committee)