

Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 9 September 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 Wednesday 25 September 2024.

These minutes are subject to confirmation at the meeting to be held on: Monday 14 October 2024.

Present Councillors M Day (Chair), C Morgan, P Seabourne, M Villars & W Walker

(Councillors S Ashley, A Bird & S Morgan participated in the meeting via remote means)

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

Absent Councillors R Bennett, L Johnston, F Jones, P Jones, L Lloyd-Tolman & K Manneh

(No Public Participation Session was held at this meeting)

PF24/013 Apologies for Absence

Apologies for Absence were accepted from Councillor F Jones, P Jones & R Bennett

PF24/014 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.

PF24/015 Minutes – 8 July 2024

The minutes of the meeting held on 8 July 2024 were confirmed as a correct record of the meeting and are approved and actioned therein.

Councillor M Day signed the minutes.

PF24/016 Itemised Schedule of Receipts & Payments (May 2024 & June 2024) and Bank Reconciliation for May 2024 & June 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 May 2024 & June 2024 are noted.
- b) that Councillor Villars is thanked for verifying the accounts.

PF24/017 Completion of Audit 2022/2023

The RFO confirmed an email has been received from Audit Wales approving the 2022–2023 accounts and annual report, the audit response was an unqualified audit with no points to consider. However, the external audit report was dated 2023-24. The RFO has sought clarification from Audit Wales

It was **recommended** that:-

- a) the position is noted.

PF24/018 IRPW Update

The RFO informed members that updated guidance has been received and the return must be submitted by 30th September 2024 for the previous financial year. New guidance from IRPW has requested all figures to be aggregated so no individual Councillor will be named on the return.

The RFO had received an invoice from the Greater Gwent Pension Scheme, for this year's contributions for £8,000. Members approved the payment of the invoice.

It was **recommended** that:-

- a) payment of the invoice from the Greater Gwent Pension Scheme approved.
- b) the position is noted.

PF24/019 Torfaen Play Service - Summer Playscheme Provision

The Clerk informed members that Councillor Davenne was unable to attend the meeting and the update will be rescheduled.

Councillor Walker had attended a number of the Play Schemes during the summer and had concerns with a gate locked on the active travel path which provides safe access for the children walking to Llantarnam Primary School. The gate is only open during term time and locked in the school holidays resulting in children having to walk along roads to enter the school for the playscheme, which is a safety concern.

It was **recommended** that:-

- a) the position is noted.

PF24/020 Seminars & Outside Bodies

There were no reports of meetings attended.

It was **recommended** that:-

- a) the position is noted.

PF24/021 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.

PF24/022 Council House Building Update

Members received the attached report from the Clerk, which identified remedial and operational work required to The Council House Building.

Members discussed the Clerks report and approved the recommendations.

It was **recommended** that:-

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

PF24/023 Torfaen Tourist Association – Allocation of Funds

Members discussed the allocation of funds and approved the request, regular update reports are to be received by the Council.

It was **recommended** that:-

- a) Members approved the allocation of funds to Torfaen Tourist Association.
- b) the position is noted.

PF24/024 Staffing Update

Members considered the attached staffing report and approved the recommendations.

It was **recommended** that:-

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

Signed(Chair, Policy & Finance Committee)