

Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 14 October 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 6 November 2024.

These minutes are subject to confirmation at the meeting to be held on: Monday 25 November 2024.

Present Councillors A Bird, L Chaney, M Day (Chair), F Jones, P Jones, L Lloyd-Tolman, C Morgan, P Seabourne, M Villars & W Walker

(Councillors S Ashley & R Bennett participated in the meeting via remote means)

Also Gareth Davies (Clerk), Andy Smith (RFO/Deputy Clerk), Lisa Baulch (Torfaen Food Resilience Team) & Samuel Evans (Torfaen Food Resilience Team)

Absent Councillors L Johnson, K Manneh & S Morgan

(No Public Participation Session was held at this meeting)

PF24/025 Apologies for Absence

Apologies for Absence were accepted from Councillor K Manneh (Personal) & S Morgan (Personal)

PF24/026 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.

PF24/027 Minutes – 9 September 2024

The minutes of the meeting held on 9 September 2024 were confirmed as a correct record of the meeting and are approved and actioned therein.

Councillor M Day signed the minutes.

PF24/028 Torfaen Food Partnership

Members received a presentation from Lisa Baulch & Samuel Evans (Torfaen Food Resilience Team). The presentation informed members of Torfaen's food landscape including the economy with employment in agriculture, retail and hospitality, food access, the environment and the food support available including health and children living with obesity.

The program offers a community food grant and a business grant scheme with the number of grants awarded increasing for 2024/25, the program has received the Silver Sustainable Food Award.

The first Torfaen Food Summit took place February 2024 in Blaenavon with more than 200 residents, businesses and community groups taking part. Activities included interactive workshops, an expo area with local food business displays, community activities, cooking and budgeting workshops.

Members thanked the Torfaen Resilience team for their presentation and asked questions concerning changing the food system and the effects of what children eat including the availability of healthy food and the supply of vegetable boxes.

The team are currently going into schools and working with Torfaen catering and community groups. They are also working with take away businesses to look at menu's to include more nutritionally balanced options.

It was **recommended** that:-

- a) Lisa Baulch (Torfaen Food Resilience Team) & Samuel Evans (Torfaen Food Resilience Team) were thanked for their presentation.
- b) The position is noted.

PF24/029 Itemised Schedule of Receipts & Payments (July 2024 & August 2024) and Bank Reconciliation for July 2024 & August 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 July 2024 & August 2024 are noted.
- b) that Councillor Villars is thanked for verifying the accounts.

PF24/030 Budget Report

The committee considered and approved the members small schemes grant to Court Farm and Oakfield Community Association.

The RFO updated members on the following budgets to date:

- i) Budget Review September 2024 – ECP
- ii) Budget Review September 2024 – Elected Members
- iii) Budget Review September 2024 – ESP
- iv) Budget Review September 2024 – GVO
- v) Budget Review September 2024 – Office Admin
- vi) Budget Review September 2024 – Premises
- vii) Budget Review September 2024 – P&F
- viii) Budget Review September 2024 – Staffing
- ix) Budget Review September 2024 – T/F

It was **recommended** that:-

- a) The members small schemes grant to Court Farm and Oakfield Community Association is approved.
- b) the position is noted.

PF24/031 Independent Remuneration Panel for Wales – Draft Annual Report 2025-2026

The RFO informed members of the details of the report and will update members of any further developments before the report is official.

It was **recommended** that:-

- a) the position is noted.

PF24/032 Response to TCBC Community Review survey results

The Clerk reported to members details of the TCBC Community Review survey which has been circulated to members. Members considered the report.

It was **recommended** that:-

- a) the position is noted.

PF24/033 Response to Community Council review at WG

The Clerk reported to members that there is a review by the Welsh Government into the role and purpose of Community Councils which is due to end 18th October 2024.

One Voice Wales recently visited the Council House for filming purposes and were impressed with the amount of work carried out by the Council.

It was **recommended** that:-

- a) the position is noted.

PF24/034 Seminars & Outside Bodies

There were no reports of meetings attended.

It was **recommended** that:-

- a) the position is noted.

PF24/035 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.

PF24/036 Council House Building Update

The Clerk informed members that the new fire doors have been installed and the plastering will be completed this week. The lock on the fire exit from the Council Chamber has now been changed from a key to a thumb lock. The roof of the building also has some loose slates, and a contractor has been arranged to carry out the repairs.

Members discussed updating the signage on the Council House building, the Clerk will make enquiries.

It was **recommended** that:-

- a) the Clerk makes enquiries to update the building signage.
- b) The position is noted.

PF24/037 Staffing Update

Members received a staffing update from the Clerk.

It was **recommended** that:-

- a) the position is noted.

Signed(Chair, Policy & Finance Committee)