



Cwmbran Community Council Cyngor Cymuned Cwmbrân

You are summoned to attend the following meeting:

Policy & Finance Committee

Monday 23 October 2017 @ 6.00pm

Venue: Council Chamber Council House, Ventnor Road, Cwmbran NP44 3JY

To: Councillors:

- (i) Councillor AL Bird (Vice Chairman)
- (ii) Councillor Rh Bennett
- (iii) Councillor M Day
- (iv) Councillor N Hopkins
- (v) Councillor LG Johnston
- (vi) Councillor M Johnston
- (vii) Councillor RD Kemp
- (viii) Councillor KK Manneh
- (ix) Councillor M Villars
- (x) Councillor WJ Walker

Also Councillors:

Councillor R Jones
Councillor PJ Cathcart
Councillor SJ Brooks
Councillor SWJ Ashley (Chairman)
(Ex Officio Members)

3 Members must be present for the meeting to be quorate.

To: ALL OTHER MEMBERS FOR INFORMATION

1. **Apologies for Absence**

(Must be submitted by the Member concerned in advance of the meeting)

2. **Members' Declarations of Interest**

Members are 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.

(Must be declared in writing at the meeting)

Finance and Audit Items

3. **Itemised Schedule of Receipts & Payments (August & September 2017)**

Schedules of receipts & payments and bank reconciliation are attached for members only. (Members of the public may obtain this information from the Clerk to the Council).



4. **Quarterly Financial Monitoring 2017/18: Quarter 2
(July, August, September 2017)**

Due to recent staff sickness, it has not been possible to produce the above quarterly financial monitoring of expenditure against budget. This will be reported to a future meeting.

5. **Review of Internal Audit**

To consider the attached report.

Governance Items

6. **Financial Regulations**

To consider the attached revised Financial Regulations. These are brought to Members as part of the ongoing review of governance arrangements which the committee is currently undertaking.

The attached regulations introduce an improved timetable for the forthcoming budget process – regulation 3 refers.

It is also proposed to remove reference to the Estimates/precept process from Standing Orders as this is now covered by Financial Regulations

It is **recommended** that the attached Financial Regulations are approved and that Standing Orders are amended as described above.

7. **Charter**

Following a review by Torfaen County Association of Local Councils (TCALC), the charter which governs the relationship between Torfaen County Borough Council and the six town & community councils has been revised. The Council's representatives took part in this review.

A copy of the revised version is attached. Once the charter has been agreed by all parties it can be adopted.

Members are asked to approve the revised charter.

Other Items

8. **Independent Remuneration Panel draft Annual Report 2018/19**

The Independent Remuneration Panel draft Annual Report 2018/19 has now been published for consultation and is available on its website through the related link on the right hand side of this web page: <http://gov.wales/irpwsb/home/publication-reports/financial-year-2018-19/?lang=en>

Section 13 relates specifically to Community and Town Councils. (attached)

The Panel would be grateful for any comments on the draft by 29 November 2017. Representations received after this date may not be considered.

9. **Council House Matters**

(i) Replacement of Council House Annex

Oral update on progress.

(ii) Council House Maintenance Matters

Oral update on recent housekeeping and maintenance improvements.

(iii) Fire Safety Risk Assessment

To report orally on the outcome of the Risk Assessment. A written report will be submitted to a future meeting.

10. **[One Voice Wales AGM 2017](#)**

To note the Motions approved at the above, details of which are attached.

11. **Consultation re Town & Community Council Sector**

(a) [Review of the Community and Town Council Sector](#)

An independent review panel has been established to consider the future role of Community and Town Councils. The panel will be undertaking this work over the coming year with a view to making recommendations to the Cabinet Secretary for Finance and Local Government next autumn. Further details are attached.

As a starting point, however, the panel has asked the following four high level questions:

- (a) What should Community and Town Councils be responsible for?
- (b) How should they operate?
- (c) What's standing in their way to deliver for the local community?
- (d) How do councils ensure they best represent their local community?

The Clerk has already contacted the panel to express the Council's interest in hosting a visit as part of this review, however should Members wish to submit any views on then these can be submitted to the panel.

(b) [Guidance for Principal Councils on the Review of Communities](#)

The Local Democracy and Boundary Commission for Wales (the Commission) has been asked by the Cabinet Secretary for Finance and Local Government to provide updated guidance on the conduct of community reviews by principal councils to support greater consistency in the manner in which community reviews are conducted.

Before publishing the guidance in its final form the Commission is providing a draft of the document for consultation. An electronic copy of this draft is enclosed. Hard copies are available from the Clerk to the Council. The consultation commenced on 29 September 2017 and ends on 21 December 2017. The Commission would welcome views on the draft guidance.

There are two audiences in mind in the drafting of this document. Primarily this is a guide for principal council officers in the conduct of a review of their communities. It has also been drafted to inform interested parties, in particular the town and community councils of Wales, as to how the process should operate.

The Commission is aware that in the *Reforming Local Government: Resilient and Renewed* White Paper the Cabinet Secretary for Finance and Local Government confirmed the commissioning of a comprehensive review of the community and town council sector. The review will take around a year and any recommended changes following the review will be implemented after due consideration. This guidance will be an important document for officers of principal councils and interested parties in the intervening period.

12. Other Consultation

(a) Boundary Commission for Wales: Revised Proposals Report 2018 Review

The Commission has published Revised Proposals for changes to Parliamentary constituencies in Wales. The Revised Proposals Report is available on the Commissions' website: www.bcw2018.org.uk or at 54 public locations across Wales.

Representations about the Revised Proposals should be made within 8 weeks of publication. As the proposals have been published on an all-Wales basis, the Commission ask that all representations make it clear which area or areas they concern.

The representation period will end on 11 December 2017.

13. Seminars & Outside Bodies

To consider the attached reports in relation to seminars and meetings of outside bodies, attended by representatives of the Council.

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| (i) | Congress Theatre Company | 11 September 2017 |
| (ii) | South Wales Larger Councils Network | 3 October 2017 |
| (iii) | TCALC | 10 October 2017 |
| (iv) | One Voice Wales Gwent Valleys Area Committee
(AGM & Area Meeting) | 10 October 2017 |
| (v) | Members' visit to Police Control Centre
(oral report) | 17 October 2017 |
| (vi) | One Voice Wales Larger Councils Committee | 18 October 2017 |



David Collins DMS, FILCM
Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)
Cwmbran Community Council/Cyngor Cymuned Cwmbrân

17 October 2017/ 17 Hydref 2017

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