



# Cwmbran Community Council Cyngor Cymuned Cwmbrân

You are summoned to attend the following meeting:

## **Policy & Finance Committee**

**Monday 10 September 2018 @ 6.00pm**

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

To: Councillors:

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

Also Councillors:

Councillor PJ Cathcart  
Councillor AL Bird  
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 \(June 2018 and July 2018\)](#)**

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



4. [Quarterly Financial Monitoring 2018/19: Quarter 1 \(April, May, June 2018\)](#)

Quarterly financial monitoring of expenditure against budget is attached.

5. **Computerised Accounts**

Further to previous discussions, the Clerk and Administrative Officer have arranged to visit Pontypool Community Council on 11 September to view the software used by that Council. (Minute CL18/035 refers – Council meeting 1 August 2018)

6. [Annual Review of Internal Audit and Audit Plan 2018/19](#)

To consider the attached report.

7. [Risk Register 2018/19](#)

To consider the attached report, including the [Executive Summary](#).

8. [Review of Financial Regulations](#)

To consider the attached report, including the Executive Summary.

9. **Annual Return for the year ended 31 March 2018**

To receive an oral update from the Clerk on the external audit.

***Other Items***

10. **Well-being (Standing Item)**

- (i) On 17 July 2018, the Leader and Clerk attended a workshop hosted by Welsh Government. The workshop provided practical insights for town & community councils on working together to help deliver local Well-being Plans. Following publication of the Torfaen Well-being Plan, the Council is required to take reasonable steps towards meeting the objectives in the Local Well-being Plan for their area and to report on the progress it has made. (Minute PF18/022 refers) The event confirmed the good progress which the Council has already made in this respect. It also allowed the Council to benchmark with other, similar sized Councils. Torfaen Public Service Board (PSB) was also represented at the workshop.
- (ii) Following on from the workshop, the Clerk subsequently joined Clerks of other town & community councils in Torfaen to discuss potential ways in which local councils could continue to demonstrate progress in delivering Well-being. Officers of Torfaen County Borough Council and the PSB also attended. Further details will be reported to Members as proposals emerge. Councillor SJ Brooks has been appointed to represent the town & community councils on the PSB.

It is **recommend** that the above information is noted.

11. [Torfaen County Association of Local Councils](#)

A copy of the minutes of the meeting of Torfaen County Association of Local Councils held on 7 August 2018 is attached. The minutes describe some of the ways in which dialogue with Torfaen County Borough Council and Torfaen Public Service Board will be taken forward. A workshop has been arranged for 25 October 2018 to take forward the arrangements referred to in the minutes.

It is **recommended** that the minutes are noted.

12. [Independent Review Panel on Community and Town Councils in Wales Outline Findings and Recommendations](#)

To consider the findings and recommendations of the Panel (See link above. Hard copies available from the Clerk).

The Council has taken a number of opportunities to inform and support the work of the Panel (for example, Minutes PF17/088 and PF17/062 (i) refer).

Details of the findings and recommendations were circulated to Members on 15 August 2018. The Clerk attended a workshop on 15 August 2018 at which the findings and recommendations were presented. A number of Members also took the opportunity to follow the workshop proceedings via a live streaming of the event, following the Clerk's email of 10 August 2018.

It is **recommended** that the findings and recommendations are noted.

13. **"Police Academy"**

Gwent Police have been given the go ahead to create a Citizens' Police Academy based on an idea that has proved popular in the USA.

The project would allow people access to the Police so that they can learn about different aspects of the work, the challenges faced and how people can work with the Police to solve problems. It will educate the public about Gwent Police, increase trust and enable the public to better manage their expectations when dealing with the Police. It will also enable the Police to benefit from intelligence and knowledge from members of the public.

The Council has been invited to participate in this project, which is free to attend and runs from mid-October for 5 weeks. The sessions will be once a week for two hours (6.00 pm to 8.00 pm). A number of Torfaen County Borough Council Members and some Members from other Town & Community Councils have already indicated their support.

Members are asked to notify the Clerk if they wish to attend.

14. **Seminars & Outside Bodies**

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

(i) [South Wales Larger Councils Forum](#)

10 July 2018

To consider the attached report.

(ii) Northville Underpass Steering Group 19 July 2018

Councillor Bird will report orally to update Members on the work of the above group, a community led project which is developing proposals to improve the area around the underpass. An Expression of Interest to assist with the project has been submitted to the Police & Crime Commissioner's Police Community Fund by the community group.

(iii) [One Voice Wales Gwent Valleys Area Committee AGM](#) 24 July 2018

(iv) [One Voice Wales Gwent Valleys Area Committee](#) 24 July 2018



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

*4 September 2018/4 Medi 2018*

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