

Minutes of a Meeting of the Policy & Finance Committee of Cwmbran Community Council held on Monday 22 October 2018

Present Councillor SWJ Ashley (in the Chair), Councillors AL Bird, SJ Brooks, PJ Cathcart, R Kemp, KK Manneh, M Villars and WJ Walker.

Also Councillor LM Ryan

Also David Collins (Clerk to the Council)

PF18/041 Apologies for Absence

Apologies for absence were accepted from Councillors Rh Bennet (sick), M Day (personal). N Hopkins (work commitments), and M Johnston (personal)

PF18/042 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.

PF18/043 Itemised Schedule of Receipts & Payments (August 2018)

Members considered the above information, including bank reconciliation.

Issues raised by Members included:

- Torfaen CBC Standing Orders (code C01)

The Clerk also highlighted the following;

- E133 Blitz Media Banners – to be coded to Playschemes (L07) not H06 (Advertising & Publications)
- E140 Caretaker Supplies – to be coded to G11 Cleaning & Hygiene not G09 (Caretaking & Cleaning Wages)

It was **recommended** that the information is noted.

PF18/044 Independent Remuneration Panel draft Annual Report 2019/20

The Independent Remuneration Panel draft Annual Report 2019/20 had been published for consultation and was available on line. Members gave particular consideration to the implications for Community and Town Councils.

It was **recommended** that the information is noted.

PF18/045 Annual Pay Policy

Members considered a draft policy.

It was **recommended** that the policy is approved.

PF18/046 Governance & Constitutional Matters: General

Members noted a list of governance and constitutional documents had been prepared and was available in the Council Chamber. A document management system had also been introduced into the index to categorise the different types of governance activity and record key dates. Documents could also be viewed on-line at www.cwmbran.gov.uk .

It was **recommended** that the above arrangements are noted.

PF18/047 Local Councils in Partnership Workshop 25 October 2018

Members noted the arrangements for the above, which would consider ways in which the work of town & community councils could be aligned to local well-being objectives. The Council would be represented at the workshop by Councillors Ashley and Brooks. The Clerk undertook to report outcomes to a future meeting.

It was **recommended** that the above arrangements are noted.

PF18/048 Request for Financial Assistance

At a meeting held on 8 October 2018, the Council's Grants to Voluntary Organisations Committee considered a request for assistance from The Co Star Partnership to purchase toiletries and dry produce (tins, packets etc.) to give out to people in crisis. A report considered by the committee was made available to Members.

The committee recommend that the Council's Policy & Finance Committee makes a donation of £500 form within the Council's budget for Anti-Poverty (I20).

A similar award was made in 2017. This was therefore an exemption to the Council's policy not to consider grant application requests from an organisation more than once every two years as the finance would not come from the Council's Grants budget.

It was **recommended** that

- (1) the recommendation of the Council's Grants to Voluntary Organisations Committee is approved.
- (2) the Clerk is instructed to ascertain details of the number of clients likely to benefit from the work of the Partnership.

PF18/049 Rainbow Flag

At a meeting of the Council's Events & Community Projects Committee held on 3 September 2018, the Vice Chairman of the Council drew attention to the fact that Torfaen County Borough Council had flown the Rainbow Flag outside the Civic Centre in Pontypool to celebrate Rainbow Flag day on Friday August 25 and the start of Pride Cymru events in Cardiff. He asked Members to consider whether Cwmbran Community Council wished to fly the Rainbow Flag in future years. (Minute ECP14/014 (4) refers.) The committee

had recommended that further consideration is given to whether the Council wishes to fly the Rainbow Flag in future years.

The flying of flags at the Council premises did not, in itself, fall within the remit of any particular committee. The matter was therefore referred to the Policy & Finance Committee, whose terms of reference confirm its responsibility to deal with corporate or other issues not otherwise within the terms of reference of any other committees. Further, the flagpoles were funded using Regeneration Partnership funds, for which the budget was overseen by the Policy & finance Committee.

Members considered the proposal and, for comparison purposes, also considered details of all occasions when flags are flown at the Civic Centre, Torfaen County Borough Council.

Members discussed the proposal in detail. Some Members suggested that the proposal was a means by which the Council could demonstrate its support for minorities, promote equality & equity and promote diversity. Other Members highlighted the importance they placed on representing all sections of the community rather than just a specific group.

Members discussed the extent to which the flying of the Rainbow Flag had been called for by the community and some Members highlighted other occasions when it might be appropriate to fly flags. Some Members emphasised the importance of considering the proposal as it stood, rather than the wider issue of flying flags.

As no consensus emerged the matter was referred to Full Council, which would allow all Members an opportunity to participate in reaching a decision.

It was **recommended** that the consideration of this matter is referred to Full Council.

PF18/050 Seminars & Outside Bodies

Members considered reports in relation to seminars and meetings of outside bodies, attended by representatives of the Council:

- (i) Congress Theatre Board 10 September 2018
(the Leader clarified the arrangements which had been put in place to provide air conditioning at the theatre.)
- (ii) Understanding Welsh Places Focus Group 17 September 2018
(One Voice Wales/Institute of Welsh Affairs)
- (iii) One Voice Wales Gwent Valleys Area Committee 9 October 2018

It was **recommended** that the reports are noted.

PF18/051 Exclusion of the Press & Public

In view of the confidential nature of the business to be transacted, it was **recommended** that the following two matters 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.

PF18/052 Seminars & Outside Bodies

A report in relation to a meeting of Cwmbran Centre for Young People Management Committee held on 27 September 2018 was withdrawn.

PF18/053 Insurance

Members noted that quotations had been submitted to provide the Council with insurance cover when the Council's existing cover expired in January 2019. The bids included a submission from the Council's existing insurer, Zurich. Members discussed various matters associated with the Council's insurance arrangements.

It was **recommended** that the bid from Zurich to provide insurance cover for three years is accepted.

Signed (Chairman, Cwmbran Community Council)