

Minutes of the Meeting of Cwmbran Community Council held on Wednesday 20 March 2019 at 6.00pm in the Council Chamber, Cwmbran Community Council, Ventnor Road, Cwmbran NP44 3JY

Present Councillor PJ Cathcart (Chairman). Councillors SWJ Ashley, AL Bird, SJ Brooks, M Day, M Johnston, KK Manneh, J Rees, M Villars, WJ Walker and DH Williams

Also David Collins (Clerk to the Council) and Clare Facey (Administrative Officer)

CL18/087 Apologies for Absence

Apologies for absence were accepted from Councillors RhM Bennett (personal), LM Ryan (personal) and LE Williams (personal).

Apologies for absence were also subsequently submitted from Councillor F Jones (personal).

CL18/088 Announcements

Councillor Cathcart announced that he had attended the following events:

- Torfaen Sea Cadets Inspection 19 February 2019
- Torfaen Museum 16 February 2019
- Cwmbran Community Council Community Celebration Dinner 1 March 2019
- Pontypool Community Council Eisteddfod 20 March 2019

CL18/089 Vice Chairman's Announcements

The Vice Chairman announced that he had attended the following events:

- Cwmbran Community Council Community Celebration Dinner 1 March 2019
(The Vice Chairman paid tribute to the hard work of the Council's staff in delivering a successful event)

CL18/090 Declarations of Interest

Members were asked to declare any personal and/or prejudicial interests they had and sign the Interests Sheet to give details of the nature of their interest.

Any Declarations of Interest had to be made in writing, as described above.

CL18/091 Public Question Time

In accordance with the Council's Standing Orders approved on 25 June 2014, the opportunity for public questions was included as an item on the agenda for the meeting.

No questions had been submitted.

CL18/092 Cwmbran Policing Update

Members noted that Inspector Phillip O'Connell of Gwent Police was unable to attend the meeting.

2018/19

The Clerk reported details of information received from Inspector O'Connell about current police initiatives. These included discussions with Cwmbran Shopping and borough councillors to address youth disorder, a "crime and consequences evening" on anti-social behaviour and a review of the Multi Agency Pupil Intervention scheme. The police had also dealt with a protest in relation to the closure of Pontypool College.

Inspector O'Connell had also indicated that he would speak to Members at a future meeting about the policing of events and associated traffic management. The Clerk confirmed that he had approached CADESA about any support the Council could offer in relation to the 2020 John Fielding Memorial Service.

Resolved that the Clerk is instructed to circulate the information received from inspector O'Connell to all Members.

CL18/093 Fire & Rescue Update

Members noted that Station Commander Paul Simmons of South Wales Fire & Rescue Service was unable to attend the meeting.

The Clerk reported details of information received from Station Commander Simmons about current initiatives. These included risk reduction events and a charity car wash which engaged with local drivers regarding road safety and road traffic collision reduction. The Fire & Rescue Service was also heavily involved in the planning stages to attend the Gwent Police Open Day on 2 June 2019 and an engagement event with emergency service and community partners on 5 July 2019 in Gwent Square.

Station Commander Simmons had also provided details of response and prevention duties undertaken by the service locally and an overview of issues such as road traffic collisions, accidental dwelling fires and deliberate fires, including grass, refuse and vehicle type fires. There had been a reduction in the number of calls across all types of call.

Resolved that the Clerk is instructed to circulate the information received from Station Commander Simmons to all Members.

CL18/094 Council Meeting 13 February 2019

The Chairman introduced the minutes of the above meeting.

Resolved that the minutes of the above meeting are confirmed.

(The Chairman signed and initialled the minutes of the above in accordance with the Local Government Act 1972, Schedule 12, paragraph 12)

CL18/095 Events & Community Projects Committee 18 February 2019

Councillor M Day introduced the minutes of the above meeting.

In relation to Minute ECP18/040 (primary Schools Choral Festival 26, 27, 28 March 2019), the Clerk encouraged all Members to attend the event and asked that Members contact a member of staff to confirm their attendance.

In relation to Minute ECP18/043 (Big Event 2019), the Clerk confirmed that regular reports would be submitted to Members and drew attention to the

report included on the agenda for the Council meeting (Minute CL18/100 refers).

Resolved that the minutes of the above meeting are confirmed.

CL18/096 Grants to Voluntary Organisations Committee 18 February 2019

Councillor WJ Walker introduced the minutes of the above meeting.

In relation to Minute GVO18/030 (New Applications Received) the Clerk reported that cheques would be presented following the Council meeting.

In relation to Minute GVO18/031 (Grant Criteria) the Clerk confirmed that the Council's grant form and criteria would be amended following confirmation of the committee's recommendations.

Members also noted that the Intermediate Care Fund (ICF) for Health and Social Care capital funding was being used to provide a number of defibrillators for public sector/third sector buildings across Gwent – including provision of training. Approximately £100,000 had been earmarked for this.

Resolved that, subject to the correct spelling of Councillor M Johnston's name in the list of Members present, the minutes of the above meeting are confirmed.

CL18/097 Environment, Sustainability & Planning Committee 27 February 2019

Councillor KK Manneh introduced the minutes of the above meeting.

In relation to Minute ESP18/054 (Planning, Highways, Footpaths and Licensing Matters) the Clerk agreed to arrange a report progress in relation to Active Travel to a future meeting of the committee. (Minute ESP18/013 refers)

Resolved that

- (1) the minutes of the above meeting are confirmed.
- (2) no objection is offered to Planning Lists 1266, 1267 and 1268.

CL18/098 Policy & Finance Committee 4 March 2019

Councillor SWJ Ashley introduced the minutes of the above meeting.

In relation to Minute PF18/073 (Itemised Schedule of Receipts & Payments (November 2018) the Clerk confirmed that observations relating to polling stations in Llantarnam had been passed to Torfaen County Borough Council to take forward as part of the Review of Polling Districts and Polling Stations referred to in the above Minute.

In relation to Minute PF18/076 (Interim Audit Report) Members considered the report of the Council's Internal Auditor which had now been received. Members were pleased to note that the report described a sound internal control environment.

In relation to Minute PF18/079 (Independent Remuneration Panel for Wales (IRPW) Annual Report 2019, Members asked that all allowances are paid by 31 July 2019.

2018/19

In relation to Minute PF18/082 (Annual Business Safety Inspection) Members noted that the report of the Inspection had now been received and would be reported to a future meeting of the committee.

In relation to Minute PF18/084 (2019-20 Funding to Support the Initial Setting up of Joint Arrangements) the Clerk confirmed that an application for funding to assist with the costs of the 2019 Big Event had been submitted.

In relation to Minute PF18/087 (Seminars & Outside Bodies) the Leader of the Council clarified the governance arrangements relating to town & community council representation on the Torfaen Public Services Board (PSB) and referred to a forthcoming opportunity he would be taking to contribute to a short film for the Torfaen PSB annual report. The Clerk undertook to arrange a report to a future committee meeting on the work of the PSB.

In relation to Minute PF18/089 (Renewal of Photocopier Lease) Members noted the correct title of the machine to be obtained (Kyocera TA4053ci)

Resolved that

- (1) the minutes of the above meeting are confirmed.
- (2) the report of the Council's Internal Auditor in respect of the interim audit undertaken on 28 January 2019 is accepted.

CL18/099 Exclusion of the Press & Public

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.

CL18/100 Cwmbran Big Event 8 June 2019

Members considered a report which set out matters relating to the proposed arrangements whereby the Council would deliver the above event. The report included a risk assessment of matters relating to aspects of the proposed arrangements. Progress reports would be submitted to the Council's Events & Community Projects Committee.

Resolved that

- (1) the operating model for delivery of the 2019 Big Event is approved.
- (2) Financial Regulations (and Standing Orders & Standing Orders Relating to Contracts) are suspended in order to engage Vibe Creative Limited, as described above.
- (3) Financial Regulations, Standing Orders & Standing Orders Relating to Contracts are also suspended for all other aspects of this project (including budgetary control), should this prove necessary.
- (4) the existing contract of the Clerical Officer providing maternity cover is extended to assist with preparations for the Big Event 2019.

Signed (Chair, Cwmbran Community Council)