Minutes of the Annual Meeting of Cwmbran Community Council held on Wednesday 13 May 2026 at 6pm

These minutes are subject to confirmation at the Council Meeting to be held on Wednesday 24 June 2026.

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.

Present: Councillors: R Bennett, A Bird, L Chaney, M Day, G Lloyd-Tolman, L Lloyd-Tolman, P Seabourne, M Villars, W Walker & S Whitehorn

(Councillor S Ashley participated in the meeting via remote means)

Also Gareth Davies (Clerk to the Council) & Andy Smith (Deputy Clerk & RFO)

Absent: Councillors J Davenne, L Johnson, F Jones, P Jones, K Manneh, C Morgan, S Morgan & S Wharton

CL26/01 Election of Chair of the Council

Councillor L Lloyd-Tolman proposed and Councillor A Bird seconded that Councillor G Lloyd-Tolman is elected as Chair of the Council to serve until the next Annual Meeting of the Council.

It was **Resolved** that Councillor G Lloyd-Tolman is elected as Chair of Cwmbran Community Council to serve until the next Annual Meeting of the Council.

(Councillor G Lloyd-Tolman in the Chair)

CL26/002 Election of Vice-Chair of the Council

Councillor L Lloyd-Tolman proposed and Councillor A Bird seconded that Councillor S Wharton is elected as Vice Chair of the Council to serve until the next Annual Meeting of the Council.

It was **Resolved** that Councillor S Wharton is elected as Vice Chair of Cwmbran Community Council to serve until the next Annual Meeting of the Council

CL26/003 Declarations of Acceptance of Office

The Chair of the Council signed their Acceptance of Office form, witnessed and countersigned by the Clerk as proper officer.

CL26/004 Chair's Charity

The Chair advised that their chosen charity this year would be Hope GB.

CL26/005 Apologies for Absence

Apologies for absence were accepted from Councillors J Davenne, K Manneh, C Morgan, S Morgan & S Wharton

CL26/006 Declarations of Interest

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

There were no Declarations of Interest received.

CL26/007 Voting

It was **Resolved** that the manner of any voting at this meeting would be by calling each name alphabetically with a response of "for" or "against" or "abstain."

CL26/008 Chair's Address

(i) Councillor R Bennett thanked members for placing their trust in her to represent the Council for the past year and also thanked the staff team for their hard work behind the scenes with organisation and planning. The year had been a privilege filled with enjoyable, memorable moments including the Big Event, Crow Fest, supporting the Gurka Community, and the setup of the Youth Council all bringing the community together.

Councillor Bennett also reflected on the sad loss of former Cllr Tom Matthews and the Rev Cannon Harald Thomas and their contribution to the community.

(ii) The Past Chair's badge of Office was presented to the outgoing Chair.

CL26/009 Banking and Audit Arrangements

It was **Resolved** that:

(1) Councillors SWJ Ashley, RM Bennett, KK Manneh and M Villars are appointed as the Council's signatories, authorised to sign all cheques and other bankers' orders etc. (Co Operative Bank, Unity Bank and Monmouthshire Building Society) on behalf of the Council (any two signatories being acceptable). This shall include cheques on behalf of the Chairman's charity account.

(2) that the Co-operative Bank shall continue to be the Council's Bankers for the ensuing year.

(3) Andy Smith be the officer allowed to use the Co-operative Bank's Business Customer Services, Unity Trust Bank and Monmouthshire Building Society facilities for the purpose of the transfer of funds between Council accounts and for making balance and other enquiries and payments (including on- line payments), as necessary.

(4) that Ryan Redman Troubleshooters Accountants acts as the Council's independent Internal Auditor for the ensuing year.

(5) Councillors M Villars & P Jones are appointed to verify bank reconciliations etc. in accordance with Financial Regulation 2.2.

CL26/010 Ex officio members of Council Committees

It was **resolved** that the Chair and Vice-Chair of the Council together with the Leader of the Majority Group (Councillor L Lloyd-Tolman) and Deputy Leader (Councillor C Morgan) be appointed to serve as ex-officio members (with full voting rights) on all Council committees and Sub-Committees during their term of office.

CL26/011 Review of the Terms of References, Membership and Chairmanship of Committees.

It was **Resolved** that.

(1) Terms of Reference of Committees and Full Council are agreed.

(2) the Council appoints Members to serve on Council Committees as follows:

(i) Policy & Finance (10 Members)
(ii) Environment, Sustainability & Planning (10 Members)
(iii) Events & Community Projects (10 Members)
(iv) Grants to Voluntary Organisations (10 Members)
(v) Regeneration & Major Grants (10 Members)

(Ex Officio members will also sit on each committee as described above)

(For meetings of Full Council the Quorum shall be at least a third of the total membership. For all other committee and sub-committee meetings, the quorum shall be three.)

(3) the Membership of the committees be as set out below for the remainder of the current Municipal Year.

(4) the Chairs & Vice-Chairs of the committees be as indicated below:-

(a) Policy & Finance Committee (10 members)

(i) Councillor SWJ Ashley
(ii) Councillor A Bird
(iii) Councillor L Chaney
(iv) Councillor M Day
(v) Councillor F Jones
(vi) Councillor P Jones (Vice Chair)
(vii) Councillor K Manneh
(viii) Councillor P Seabourne
(ix) Councillor M Villars (Chair)
(x) Councillor WJ Walker

(b) Environment, Sustainability & Planning Committee (10 members)

(i) Councillor SWJ Ashley
(ii) Councillor A Bird
(iii) Councillor L Chaney
(iv) Councillor M Day
(v) Councillor F Jones
(vi) Councillor P Jones
(vii) Councillor K Manneh
(viii) Councillor P Seabourne
(ix) Councillor M Villars
(x) Councillor WJ Walker

Councillor C Morgan to Chair the Environment, Sustainability & Planning Committee
Vice Chair – Councillor SWJ Ashley

(c) Events and Community Projects Committee (10 members)

(i) Councillor SWJ Ashley
(ii) Councillor A Bird (Vice Chair)
(iii) Councillor J Davenne (Chair)
(iv) Councillor M Day
(v) Councillor K Manneh
(vi) Councillor S Morgan
(vii) Councillor P Seabourne
(viii) Councillor M Villars
(ix) Councillor WJ Walker

(d) Grants to Voluntary Organisations Committee (10 members)

(i) Councillor SWJ Ashley
(ii) Councillor A Bird (Vice-Chair)
(iii) Councillor L Chaney (Chair)
(iv) Councillor J Davenne
(v) Councillor K Manneh
(vi) Councillor S Morgan
(vii) Councillor P Seabourne
(viii) Councillor M Villars
(ix) Councillor WJ Walker

e) Regeneration & Major Grants Committee (10 members)

(i) Councillor SWJ Ashley
(ii) Councillor R Bennett (Chair)
(iii) Councillor A Bird
(iv) Councillor L Chaney
(v) Councillor P Jones
(vi) Councillor K Manneh (Vice-Chair)
(vii) Councillor S Morgan
(viii) Councillor M Villars
(ix) Councillor WJ Walker
(x) Councillor S Whitehorn

(Ex Officio Members will also sit on each Committee, as described above)

CL26/012 Appointment of Members to Serve on Outside Bodies

It was **Resolved** that the following appointments be made to serve until the next Annual Meeting of the Council.

1. Armed Forces Community Covenant Network ("Armed Forces Champion")
   Councillor G Lloyd-Tolman

2. Congress Theatre Company
   Councillor A Bird

3. CCYP Management Board
   Councillors R Bennett, J Davenne, L Lloyd-Tolman, S Morgan & S Wharton

4. Friends of Bruchsal Society
   Councillors S Ashley & R Bennett

5. Friends of Bruchsal Society Trust
   Councillors S Ashley & R Bennett

6. Llantarnam Grange Arts Centre Management Board
   Councillor G Lloyd-Tolman

7. Mon, Brecon & Abergavenny Canal Trust
   Councillors F Jones & M Villars

8. One Voice Wales Larger Councils Network
   Leader and Chair of the Council - Councillors L Lloyd-Tolman & G Lloyd-Tolman

9. South Sebastopol Environmental Steering Group
   Councillors C Morgan & S Wharton

10. Torfaen Community Transport
    Councillor L Chaney

11. Gwent Valleys Partnership Area Committee One Voice Wales
    Leader & Chair of the Council – Councillors L Lloyd-Tolman and G Lloyd-Tolman

12. Torfaen Local Councils Partnership Meeting (LCP)
    Councillors G Lloyd-Tolman & L Lloyd-Tolman

13. Torfaen Museum Trust Executive Board
    Councillor S Morgan

14. Torfaen Aids for the Disabled
    Councillor L Chaney

15. Torfaen Rural Local Action Group
    Councillor F Jones

16. Mynydd Maen Wind Farm Community Liaison Group

Councillor G Lloyd-Tolman

17. Play Sufficiency Action Group
Councillors F Jones & C Morgan

18. Ethics & Standards (5 year appointment)
Councillor L Lloyd-Tolman

19. Steering Group for Equalities
Councillors P Jones, S Morgan & S Wharton

20. Cwmbran Futures Neighbourhood Board
Councillors A Bird & L Lloyd-Tolman

21. TVA Board Representative for Community Councillors
Councillor L Lloyd-Tolman

CL26/013 Dates of Future Meetings

It was **Resolved** that:-

a) the timetable of future meetings for the ensuing year is accepted.

The meetings would also take place remotely using a video conferencing facility in accordance with the Local Government and Elections (Wales) Act 2021.

CL26/014 Annual Report

The Clerk asked members for updates from 4 wards for inclusion in the annual report.

It was **Resolved** that:-

a) members send ward updates to the Clerk for inclusion in the annual report.

b) the position is noted.

CL26/015 Armed Forces Week 2026

It was **Resolved** that the flying of flags at The Council House on Friday 26th June 2026 at 10am to commemorate Armed forces week is approved. Representatives of the Armed Forces and Veterans to be invited to attend.

Signed …… *(Chair, Cwmbran Community Council)*