Minutes of the Policy & Finance Committee of Cwmbran Community Council held on Monday 14 September 2026 at 6.00 pm.

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

The recommendations below will be submitted to the Council Meeting to be held on Wednesday 30 September 2026.

These minutes are subject to confirmation at the meeting to be held on: Monday 19 October 2026

Present Councillors A Bird, M Day, P Jones, M Villars (Chair) & W Walker

(Councillors S Ashley, R Bennett & L Chaney participated in the meeting via remote means)

Also, Gareth Davies (Clerk) & Andy Smith (RFO/Deputy Clerk)

Absent Councillors F Jones, K Manneh, G Lloyd-Tolman, L Lloyd-Tolman, C Morgan, P Seabourne & S Wharton

(No Public Participation Session was held at this meeting)

PF26/019 Apologies for Absence

Apologies for Absence were accepted from Councillors F Jones, G Lloyd-Tolman, L Lloyd-Tolman, C Morgan & P Seabourne

PF26/020 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.

There were no Declarations of Interest received.

PF26/021 Minutes – 13 July 2026

The minutes of the meeting held on 13 July 2026 were confirmed as a correct record of the meeting and are approved and actioned therein.

Councillor M Villars signed the minutes.

PF26/022 Updated Standing Orders

Members viewed the updated standing orders and the Clerk informed members that the only amendment is to increase the number of committee members required to call a meeting or reverse a previous decision is increased from 2 to 3 members. Members approved the updated standing orders.

It was **recommended** that:-

a) the updated Standing Orders are approved by members.

b) the position is noted.

PF26/023 Medium Term Strategy Development and Milestones.

The Clerk informed members that the only update was the addition of a grant for Parks and Gardens Community Volunteering to be issued by the Environment, Sustainability and Planning Committee, as approved in principle at the ESP meeting.

It was **recommended** that:-

a) the position is noted.

PF26/024 Seminars & Outside Bodies

Councillor P Jones informed members that Councillor F Jones is the Council representative on the Torfaen Strategic Canal Board which needs to be included in the list of Seminars & Outside Bodies.

It was **recommended** that:-

a) the Torfaen Strategic Canal Board is added to the list of Seminars & Outside Bodies.

b) the position is noted.

PF26/025 Exclusion of the Public & Press

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

PF26/026 Finance Update

The RFO informed members that all requirements for the Audit have been submitted to Audit Wales.

A timetable will be provided for the current financial year to include both internal and external requirements and deadlines, which will be available for the next meeting.

It was **recommended** that:-

a) the position is noted.

PF26/027 Council House Building Update

The Clerk informed members that a quote had been received for a door entry system of £6,900. The system will include entry cards for staff and members and is be installed on the front, back and side doors, with doors opening automatically if a fire is detected. Members approved the quote and instructed the Clerk to arrange the installation.

It was **recommended** that:-

a) the quote for £6,900 for the door entry system is approved and the Clerk is instructed to arrange the installation.

b) the position is noted.

PF26/028 Staffing Update

The Clerk informed members that he will be meeting with the new gardeners to review the service and report back to members.

It was **recommended** that:-

a) the position is noted.

Signed ……..(Chair, Policy & Finance Committee)