

**PONTHIR COMMUNITY COUNCIL
CYNGOR CYMUNED PONTHIR**

**Minutes of Extra-Ordinary Meeting
22nd December 2015**

1. **Present:** Cllr. S. Bailey (Chair), Cllr. Mrs J. Bold, Cllr. Peter Matthews
Members of Public Attending: Morgan Barrell & Nicky Dominy (Prospective candidates for the Community Council vacancies)
Clerk: Karen Price
2. **Apologies:** None
3. **Declarations of Interest:** Cllr. Bailey, although not having a personal interest, took no part in the discussion and decision for Item 9 as he knows one of the contractors socially. Cllr. Bold declared a personal interest in Item 6 as one of the candidates is a close family friend and took no part in the discussion and decision for this item.
4. The minutes of the Monthly Meeting held on 11th November 2015 were approved as a true record and duly signed. Proposed Cllr. Bold and seconded Cllr. Bailey.
5. The minutes of the Monthly Meeting held on 9th December 2015 were approved as a true record and duly signed. Proposed by Cllr. Bold and seconded by Cllr. Bailey.
6. **Co-Option of Councillors**
 - a. Council noted that three expressions of interest had been received for the three Councillor vacancies. The candidates were as follows:
 - i. Morgan Barrell
 - ii. Nick Dominy
 - iii. Iain Glover
 - b. As the number of candidates equals the number of vacancies it was agreed that all the vacancies may be filled by a single composite resolution. Council agreed to co-opt all three candidates subject to the necessary paperwork being completed. Proposed by Cllr. Matthews and seconded by Cllr. Bailey.
 - c. Having already completed a declaration stating that they met the qualifications to stand as a Ponthir Community Councillor, Morgan Barrell and Nick Dominy each duly completed and signed a Declaration of Acceptance of Office, which the Clerk witnessed. Chair declared that Morgan Barrell and Nick Dominy were duly elected as members of Ponthir Community Council.
(Action: Clerk to contact Iain Glover. Clerk to inform TCBC)
From this point in the meeting Morgan Barrell and Nick Dominy participated in the meeting as Community Councillors.
7. **Renewal of the website domain name ponthircommunitycouncil.gov.uk** – Council noted that to renew the domain name for a further two years would cost £69.75 + VAT and approved its renewal. This expenditure would be deducted from the IT Development Budget. **(Action: Clerk to inform HCI Data)**

8. **Appointment of the Internal Auditor for 2015/16** – Following the retirement of the Council's previous Internal Auditor the Clerk had sought advice on sourcing a replacement. One recommendation was to approach a local resident who had been a former member or former clerk of a community council. The Clerk had therefore contacted Mr Chris Thomas who on separate occasions had been both the Clerk and a Community Councillor to Ponthir. Clerk had drawn up proposals for the term of appointment to which Mr Thomas had agreed. Council approved Mr Thomas's appointment as Internal Auditor for 2015/16.
9. **Consideration of the quotes received for the proposed improvements to Ponthir Play Area**
Clerk had received tenders from three companies all of which were contained in separate sealed envelopes. All tenders were discussed.
7.30pm – The meeting was adjourned for 10 mins whilst the Clerk obtained some information that was in the office. Meeting resumed at 7.40pm
Following further discussion and detailed analysis of the three tenders a preferred contractor was identified. It was considered that this contractor offered the best value for the significant investment. TCBC to be informed of the Council's decision and confirmation sought that the bid meets any additional requirements that they may have. Once this confirmation is received the result of the tender will be announced. Proposed by Cllr Bold and seconded by Cllr Matthews.
(Action: Clerk to contact Torfaen CBC)
10. The date of the next meeting will go ahead as originally schedule for 13th January 2016 at Ponthir District Sports Club starting at 7pm. **(Action: Clerk to inform Ponthir District Sports Club.)**

Meeting Closed at 8.00pm

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