

**PONTHIR COMMUNITY COUNCIL  
CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting  
11<sup>th</sup> February 2015**

1. **Present:** Cllr. R. Davies (Chair), Cllr. S. Bailey, Cllr. Mrs. J. Morgan, Cllr. Mrs J Bold, Cllr. D. Green, Cllr. Huw Bevan (TCBC) 7pm to 8.10pm, Inspector David Morgan 7pm to 8pm  
**Members of Public Attending:** 1 resident present from 7.20pm to 8.30pm  
**Clerk:** Karen Price
2. **Apologies:** Cllr. T. Roberts, Tom Bold. Cllr. Davies informed Council that Tom had also tendered his resignation as a Youth Representative due to his new work commitments.
3. **Declarations of Interest:** Cllr. Davies declared an interest in Item 13a as he attends the meetings of the Llanfrechfa Village Association. Cllr. Davies took no part in the decision to award a grant.
4. **Matters raised by the members of the public present** – No residents present.
5. **Report from David Morgan, Inspector of Torfaen Local Policing Unit** – Council welcomed David Morgan, the new Inspector of the Torfaen Local Policing Unit, who had come to explain the recent organisational changes in Gwent Police. The following points were noted:
  - a. Cllr. Green highlighted the traffic problems in School Close. Insp. Morgan confirmed that he would request officers to patrol this area at 3.30pm but advised that all schools face the same problem.
  - b. The five policing areas have been reduced to two. Newport and Monmouthshire make up the East Area and Torfaen, Blaenau Gwent and Caerphilly the West Area.
  - c. Specialist units are being disbanded with staff moved into the Local Policing Units. This will enable those staff to work on general policing when not dealing with these specialised cases.
  - d. More posts will be filled by civilian staff.
  - e. Before these changes the average number of officers covering Torfaen was 10 per shift (this figure was often lower when holidays and sickness were taken into account) but these changes will mean that there will be 16 officers per shift covering Torfaen.
  - f. There will be a reduction in the visibility of the Neighbourhood Police Constables as they will take on more of a supervisory role for the PCSO's of which there will be 22 for Torfaen.
  - g. Neighbourhood wards will be clustered with details of the clusters yet to be announced.
  - h. Ian Johnston, Crime Commission, has stated that the Inspectors should attend every community council meeting. Council agreed that this was excessive but if the Inspector could attend one of our meetings per year that would be acceptable. It was also agreed that if a police officer could attend alternate meetings that too would be acceptable with written reports provided when the officer was not in attendance. The officer could still be asked to attend additional meetings if there was anything in particular that needed to be discussed.
  - i. There is to be a change in the PACT process and it will be rebranded as 'Your Voice'. From the lack of attendance by the public at the PACT meetings Insp. Morgan wishes to

withdraw this service from Ponthir.

7.20pm – Resident entered the meeting.

- j. Cllr. Bevan raised the issue of speeding along Caerleon Road and stated that a meeting had been arranged for 23<sup>rd</sup> February at the Police Headquarters. He also mentioned that he had been informed that a number of residents were proposing a public demonstration over this issue and he wished for a public meeting with Gwent Police to be arranged. Insp. Morgan advised that there was a strict process that must be adhered to if a demonstration was planned and whilst he couldn't promise a public meeting he would look at the possibility of deploying unmarked cars to detect speeding vehicles. The resident commented on the issue of bad driving and speeding. Insp. Morgan advised that if residents witness bad driving the police can only act on the provision of a written statement which is also corroborating by another witness. He also stated that they it is very difficult to prosecute someone who is deemed to be speeding unless data is captured by a speed device. Insp. Morgan acknowledged that, unfortunately, the issue of speeding vehicles is not unique to Ponthir.
- k. Council was informed that PCSO's will be calling on residents to highlight the OWL system and hopefully get more residents to register.
- l. Insp. Morgan advised that there had been a burglary in Llanfrechfa this week but that there has been a reduction of 4% in burglaries in Torfaen from last year's figures.
- m. The Inspector would expect PCSO's to be on patrol for 3-4 hours per day.  
**(Action: Insp. Morgan to e-mail copy of his first blog as Inspector which will be included in our next newsletter. Insp. Morgan to arrange for PCSO's to visit School Close at 3.30pm to monitor traffic issues)**  
8pm - Insp Morgan left the meeting.

6. **Police Report-** See Item 5l.

7. **Report from Cllr. Huw Bevan, TCBC** – Council noted the following:

- a. Llanfrechfa residents are connected to a different exchange to Ponthir residents and don't have access to fast broadband speeds. Cllr. Bevan proposed a motion to TCBC, which was passed with an amendment to include other areas affected in Torfaen, for TCBC to contact BT to find out when faster broadband speeds will be rolled out to these areas.
  - b. Cllr. Bevan repeated his knowledge of a campaign by some residents against vehicles speeding along Caerleon Road and that a meeting has been arranged to meet Gwent Police on 23<sup>rd</sup> February. Cllr. Bevan has been advised that the status of this road has been upgraded for a six month period resulting in an increased deployment of speed detector vans. Cllr. Bevan asked, on behalf of Ponthir resident, Dr Grossi, if the Council would consider reviewing the 2009 Ponthir Travel Plan. **(Action: Clerk to look into)**
  - c. Following Cllr. Bevan's request TCBC had conducted a clean-up of dog mess along the footpath by the Hafod Road bus stop running to Hafod Close. Additional signage has also been put up reminding owners to clean up after their dogs.
- 8.10pm – Cllr. Bevan left the meeting.

8. The minutes of the meeting held on 14<sup>th</sup> January 2015 were approved as a true record and duly signed. Proposed by Cllr. Bailey and seconded by Cllr. Bold.

8.10pm – Council took a refreshment break during which Cllr. Davies presented Cllr. Morgan with flowers and a gift to thank her for her long service as a Community Councillor and wished her all the best for the future.

8.20pm – The meeting resumed.

9. **Matters Arising from the meeting held on 14<sup>th</sup> January 2015**

- a. **Freedom of Information and Data Protection** – (Action: Clerk to liaise with Cllr. Bailey to finalise the administrative arrangements for the new e-mail accounts.)
- b. **Letter Headed Paper and Compliment Slips** – (Action: Clerk to arrange for 3 quotes to be obtained)
- c. **Dog Fouling on Playing Fields/School Fields** – Clerk has spoken to Steve Horseman, TCBC, who is arranging for two signs to be available for collection from the New Inn depot. (Action: Clerk to collect signs)
- d. **Items to be raised at the Local Council Partnership Meeting** – Cllr. Davies was not able to attend the last meeting but noted that this item had not been included in the minutes. (Action: Cllr. Davies to raise points made at the March meeting.)
- e. **Overgrown Ditches by Candwr Park Bus Stop** – TCBC have responded and stated:
  - i. Although there is street furniture on the land in question according to their records they do not own the land.
  - ii. They do have permissive powers to carry out land drainage maintenance works if deemed necessary and would look to recover any costs from the landowner.
  - iii. They will monitor the area to ensure the ditch does not constitute a nuisance.
- f. **Bank Account for Play Area Project** – Clerk confirmed that the application has been submitted.
- g. **Update on Candwr Park Meadowland Proposals** – Clerk confirmed that Lauren Gregory is still on leave but should be back the week beginning 23<sup>rd</sup> February. (Action: Clerk to contact Lauren Clerk on her return to work)
- h. **Update on Children's Play Area** – Clerk has informed Play Wales that the offer of a swing from Cwmcarn Dive is to be declined. (Action: Clerk to contact Lauren Clerk on her return to work)
- i. **Afon Llwyd Update** – Cllr. Bailey has circulated the maps as discussed in January's meeting.
- j. **Gateway Update** – Clerk confirmed that Mr. & Mrs. Trotman's e-mail had been forwarded to Steve Horseman and copied to Lauren Gregory as well as a further e-mail from Mr. Allen. (Action: Contents of both e-mails to be discussed with Lauren Gregory, TCBC)
- k. **Christmas Tree Lighting Event 2015** – Council noted the following:
  - i. Clerk confirmed that she has written to both Ponthir Village Hall Committee and The Gatecrashers. Written confirmation from both parties has yet to be received.
  - ii. Enquiries were made with both Cwmbran CC and Pontypool CC about their Christmas Tree arrangements. Cwmbran CC have a tree donated from Blaen Bran Community Woodland which they install themselves with TCBC supplying the lighting. Pontypool CC's Christmas trees are supplied by TCBC and the lighting installed by SEC. Clerk has also obtained contact details via Wentwood Forest for Christmas Trees. (Action: Clerk to make further enquiries with Wentwood Forest and also contact Colin Richardson for a quote to provide a Christmas Tree, store, test, install and remove the lights)
  - iii. Clerk has yet to receive the lights from Commercial Christmas and is awaiting an invoice. (Action: Clerk to contact Commercial Christmas)

10. **Planning** – The following observations were made:

- a. 15/P/00018 – Remove two limbs overhanging house and footpath and dead wood from tree 1 crown lift by 6 metres to clear overhead lines and remove dead wood from tree 2 at 1, Barnfield, Ponthir – No Observations

- b. 15/P/00029 - New dwelling and access and new access to existing dwelling Catoni at Catoni, Candwr Road, Ponthir, Cwmbran NP18 1HR – The council offered no observations other than to refer TCBC to previous decisions regarding application 09/P/00164(W) at Stokes Farm, Stokes Drive, Ponthir and application 12/P/00101 Land off, Candwr Road.
- c. Licensing Application for Deli-Gate (Formally The Village Stores) – Council noted that it would be good to see these premises used and not left empty - No Observations

**11. Finance and Accounts**

a. Balance of Direct Plus Account as at 31<sup>st</sup> January 2015 = £23,524.48

**b. To Note Standing Order/Direct Debit Payments**

- i. TCBC ( Clerk’s Salary) on 20<sup>th</sup> January 2015
- ii. Barclaycard (Stationery, Toner & Stamps) = £43.50

These payments were duly noted and approved.

12. Council agreed to renew membership of One Voice Wales for 2015/2016 at a cost of £171.00. Proposed by Cllr. Davies and seconded by Cllr. Green.

**13. Grant Applications**

a. The following grant was approved using the appropriate power:

**The Local Government Act 1972 s 142**

<b>Organisation</b>	<b>Amount</b>	<b>Proposed</b>	<b>Seconded</b>
Llanfrechfa Village Association	£250.00	Cllr. Bold	Cllr. Morgan

**14. Reports and Updates**

- a. **Telephone Kiosk, Llanfrechfa** – Cllr. Davies had brought this up at the last Llanfrechfa Village Association meeting. It was noted that Council had previously agreed to pay for this installation but now rather than the Village Assoc. arranging this work the Council would now obtain three quotes. Cllr. Davies and Clerk have visited Coed- y-Paen where there is such a library and taken photographs. **(Action: Clerk to contact the Parish Council where Cllr. Bailey had previously seen an example and obtain details for Cllr. Davies to take to the Village Association. Clerk will then arrange 3 quotes)**
- b. **New Llanfrechfa Noticeboard** – Clerk confirmed that a new board has been order.
- c. **Gateway Site** – Council noted that the signs for the planter have been installed by TCBC.
- d. **Community Newsletter** – Cllr. Davies confirmed that he is waiting for the meeting to have taken place with Lauren Gregory, TCBC, so that an update on the Play Area Project can be included in the next edition.
- e. **Best Kept Village Competition 2015**
  - i. Council agreed that the Clerk with Cllr. Bold should arrange for new planters to be ordered for the Lamb Lane and Candwr Park bus stops. As the Council wished for the same style as those ordered last year it was agreed that the same company be approached. **(Action: Clerk & Cllr. Bold to order new planters)**
  - ii. Clerk has contacted both Usk TC and Henllys CC to confirm whether they have a Handyman and if so what arrangements are in place. Henllys CC only have a contract for a maintenance man to cut the grass within the play area that they are responsible for. Up to this year Monmouthshire CC have employed a road sweeper to sweep and pick up litter around Usk. However, Usk TC has recently been asked

by Monmouthshire CC to contribute towards that person's salary. In order to carry on with this service Usk TC have increased their precept. **(Action: Chair and Clerk to draw up a list of possible work that the Community Council would like a Handyman undertake, circulate to the rest of Council for comment and arrange to meet with Steve Horseman, TCBC, to discuss)**

15. **Adoption of updated version of Financial Regulations and resulting amendments to Standing Orders** – Both documents had been previously circulated to all Councillors and the implications on the Council's current procedures were discussed. It was agreed that in future the bank reconciliation would be approved and signed by a council member who was not the Chair or a bank signatory. Council approved both the updated version of the Financial Regulations and the resulting amendments to the Standing Orders. **(Action: Clerk to add approved documents to Website. Clerk to assist Cllr Bailey in rewording Financial Regulations for next year's review.)**
16. **Review of all the Community Councils's policies** – Clerk has undertaken a review of all the other Council policies and had circulated a report detailing her recommendations. Council agreed with the amendments to the Freedom of Information Charging Schedule and the Risk Management Register to reflect the Council's new website and that New Standing Orders had been adopted and that no action was required with the remaining policies. **(Action: Clerk to add amended policies to website)**
17. **Review of the Community Council's Asset Register and Register of Members Interests**  
Clerk has reviewed both of these documents and circulated to Councillors. Council agreed that no amendments were necessary.
18. **Annual Review of Internal Audit** – **(Action: Cllr. Bailey to prepare report for March Meeting)**
19. Clerk confirmed that the diary procedures for February/March have been completed.
20. **Consultations**
  - a. Inquiry into Consideration of Powers: Public Service Ombudsman for Wales - No Comments
  - b. Reforming Local Government Power to Local People White Paper - Clerk has circulated copies of the White Paper and noted that some of the proposals contained in this paper have major implications for Community Councils. **(Action: Councillors to e-mail comments to Clerk which will then be discussed at the March meeting.)**
21. **Correspondence Received**
  - a. Notice of Confirmation of Public Footpath Order – TCBC
  - b. Getting it Right' Community Councils Event Feedback – Gwent Police
  - c. One Voice Wales response to "Consultation on Overriding Easements and Other Rights
  - d. One Voice Wales response to "Planning committees, delegation and joint planning boards
  - e. One Voice Wales response to Front loading of the Development Management System" consultation
  - f. Local Development Plan (LDP) Newsletter - January 2015 - TCBC
  - g. Joint One Voice Wales / SLCC Event – 14 May 2015
  - h. South Wales Fire and Rescue 5 Year Strategic Plan 2015-2020
  - i. Charity Quiz Night 12<sup>th</sup> February – TCBC
  - j. Appointment of Chair & Members to Upland Forum – OVW

- k. FCFCG Wales - January Newsletter – OVW
- l. Thank You Letter for Community Grant – Ponthir Playclub
- m. Grant Request – Teenage Cancer Trust
- n. Superfast Cymru Community Council Newsletter - Issue 2 - BT
- o. Letter of Thanks for Community Grant – Torfaen CAB
- p. Invitation for Chair to attend a Civic Dinner – Cwmbran CC
- q. Appointment of Independent Members - Betsi Cadwaladr University Health Board
- r. The Ombudsman's Casebook - Issue 19
- s. Invitation for Chair to attend Civic Presentation Evening – Blaenavon TC
- t. Third Party Speaking Rights - TCBC Planning Committee
- u. Appointment of Independent Member to Abertawe Bro Morgannwg University Health Board
- v. February 2015 e-newsletter - ICO

The content of the above correspondence was noted.

- 22. Cllr. Judie Morgan to stand down as a Ponthir Community Councillor as from 28th February 2015** – Clerk has contacted Lyn Pask, TCBC, who will forward public notices to advertise this vacancy.

- 23.** The next Meeting of the Council will be held on Wednesday 11th March 2015 at 7.00pm at Ponthir District Sports Club.

Meeting Closed at 9.30pm

This document is available on our website [www.ponthircommunitycouncil.gov.uk](http://www.ponthircommunitycouncil.gov.uk)  
 A copy of this document could be made available in Welsh. Please contact us on the telephone number or e-mail below/Mae dogfen yma yn ar gael mewn gwefan ni [www.ponthircommunitycouncil.gov.uk](http://www.ponthircommunitycouncil.gov.uk)  
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