

**PONTHIR COMMUNITY COUNCIL  
CYNGOR CYMUNED PONTIR**

**Minutes of Monthly Meeting  
14<sup>th</sup> October 2015**

1. **Present:** Cllr. S. Bailey (Chair), Cllr. Mrs J. Bold (from 7.15pm), Cllr. T. Roberts, Cllr. P. Matthews, Cllr. L. Adams (from 7.05pm) and Inspector David Morgan (Gwent Police).

**Members of Public Attending:** None

**Clerk:** Karen Price

2. **Apologies:** Cllr. Huw Bevan (TCBC)

3. **Declarations of Interest:** None

4. **Matters raised by the members of the public present** – None

5. **Police Report**

Inspector Morgan reported that:

- There had been no incidents reported for Ponthir or Lower Llanfrechfa since mid-August.
- He had met with local resident, Dr. Grossi, to address traffic issues raised.
- The speed detector van was still coming to Ponthir and had made visits up to 11pm. As a result of this deployment a number of vehicles had been caught exceeding the speed limit.
- The Community Speedwatch scheme was moving forward.
- Insp. Morgan was aware of the meeting on 21<sup>st</sup> October between officers from Gwent Police, members of the Llanfrechfa Village Association and Ponthir Community Council to discuss traffic concerns in Lower Llanfrechfa.

7.05pm – Cllr. Adams entered the meeting.

Cllr. Matthews informed the Inspector about the forthcoming Firework Display planned for 5<sup>th</sup> November on the Sports Grounds and the issues surrounding inconsiderate parking when this event has been held in previous years.

7.15pm – Inspector Morgan left the meeting and Cllr. Bold entered the meeting.

6. The minutes of the Monthly Meeting held on 8<sup>th</sup> July 2015 were approved as a true record and duly signed. Proposed Cllr. Bold and seconded Cllr. Bailey.

7. The minutes of the Monthly Meeting held on 9<sup>th</sup> September 2015 were approved as a true record and duly signed. Proposed by Cllr. Bailey and seconded by Cllr. Bold.

8. **Matters Arising form the Meeting held on 9<sup>th</sup> September 2015**

- a. **Torfaen Speed Limit Review** – Council noted that this review is to be completed by the end of November 2015.
- b. **Installation of the Community Library in the Telephone Kiosk, Tram Lane** – Following our September meeting Ian Kendrick has agreed to install the shelving. Council has agreed to contribute £250.00 towards this project and Llanfrechfa Village Association £100.00. (**Action: Cllr. Bold to check installation date**)
- c. **The retirement of Mr. Holmes, Internal Auditor & the sourcing a new Internal Auditor**  
Council noted Mr. Holmes retirement. Clerk informed Council that she had initially contacted One Voice Wales and been quoted approx. £400 for an auditor's services. She had then investigated various options as described in The Governance and Accountability for Local Councils in Wales's guidelines on sourcing a new internal auditor. Amongst the options were:
  - Appointing a local resident who is a retired accountant
  - Appointing a local resident who had been a former member of a local council

Clerk informed Council that she had made initial enquiries with a Ponthir resident, who had been a qualified accountant, and had arranged to meet up with her to discuss further. (**Action: Clerk to provide update at next meeting**)

- d. **Afon Lwyd Working Group** – Mr Palmer confirmed that the new housing development opposite The Roman Lodge would not affect the proposed cycle route and there wasn't any funding available from the developer for this project.

## 9. **Planning**

- a. 15/P/00420 Proposed: Two storey extension to front and rear of existing dwelling at Catoni, Candwr Road, Ponthir, NP18 1HR – No Observations
- b. 15/P/00561 Proposed: Petition to remove 1 bench-pew and reorientate 2 others at All Saints Church, Church Road, Llanfrechfa, Cwmbran, Torfaen, NP44 8AD – No Observations
- c. 15/P/00579 Proposed: Two storey rear extension, roof alterations to include dormer windows, internal alterations and garage extension at Chosen Way, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1GZ – No Observations

## 10. **Finance and Accounts**

- a. Balance of Direct Plus Account as at 30<sup>th</sup> September 2015 = £25,093.73

### b. **Authorisation of Cheques**

- i. Jo Bold (Travel Expenses to attend Best Kept Village presentation event in Chepstow £16.29 & plants/compost for village planters £33.98) = £50.27

Council approved the above payment. Proposed by Cllr. Matthews and seconded by Cllr. Roberts.

### c. **Approval of Cheques already paid**

- i. ThatMedia Group (September 2015 Newsletter) = £268.00
- ii. Mazars LLP (External Audit) = £246.00

Council approved the above payments.

### d. **To Note Standing Order/Direct Debit Payments**

- i. Barclaycard July 2015 (Stationery £3.00, Stamps £7.56, Plants for Village Planters £7.00) = £17.56
- ii. Barclaycard August 2015 (Additional Plants for Village Planters) = £6.57
- iii. Barclaycard September 2015 (Stamps £6.48, Stationery £4.69 & Ink Toner £18.98) = £30.15
- iv. TCBC (Clerk's Salary) on 20<sup>th</sup> July
- v. TCBC (Clerk's Salary) on 20<sup>th</sup> August
- vi. TCBC (Clerk's Salary) on 21<sup>st</sup> September
- vii. Information Commission (Annual Registration Fee) = £35.00
- viii. SWALEC (Telephone Kiosk, Tram Lane) = £5.97

Council noted the above payments.

- e. **Change of Bank Signatories** - With the resignation of two councilors, who are also bank signatories, new signatories need to be added. Council agreed that Cllr. Jo Bold and the Clerk should be added as the new signatories and the Council's Financial Regulations amended to reflect this change. This change would also allow for there to be sufficient councillors to approve the quarterly bank reconciliations. The bank signing mandate was duly completed and signed. Proposed by Cllr. Roberts and seconded by Cllr. Bailey. (**Action: Clerk to submit new signing mandate and amend the Financial Regulations**)

- f. Council noted that the audit for the year ending 31<sup>st</sup> March 2015 had been completed.

- g. **Retirement of Mr. Holmes, Internal Auditor** – See Item 8d

- h. Council approved the contents of the quarterly bank reconciliation and it was duly signed by Cllr. Matthews.

- i. **Review of current expenditure against budget** – The following items were noted:
- i. **Room Rental** – Clerk recently contacted the Sports Club and is awaiting an invoice for the hire of the room covering the past 6 months. Arrangements have been made for invoices to be produced every six months.
  - ii. **Community Improvements** – An item included within this budget for £5.48 should have been listed under the Best Kept Village Budget (**Action: Clerk to amend**)
  - iii. **Best Kept Village** – Council agreed that contact should be made with the residents of Barnfield whose properties back onto the Gateway site to seek approval for brambles to be cut back. (**Action: Clerk to contact residents**)

Council noted that all expenditure headings were currently within budget.

j. **Budget proposals and forecasts** – See Appendix 1 & 2

- i. Cllr. Bailey and Clerk had reviewed this year’s expenditure to date and proposed a revised budget for the remainder of the year.
- ii. This review was initially presented at the Council’s July meeting where the Council had agreed that the Grant budget should be reduced by £1.5K to £4.5K which was in line with the total amount of grants awarded last year.
- iii. The rest of the proposals were deferred until this meeting.
- iv. Best Kept Village (**Action: Cllrs. Matthews and Bold to produce a schedule of work**)
- v. Council agreed to remove the budget for a Contribution to War Memorial.
- vi. The play area budget to be increased by £4K using reductions made in other budgets.
- vii. Council approved a revised 2015-16 Budget. (**See Appendix 1**) Proposed by Cllr. Roberts and seconded by Cllr. Matthews.
- viii. Cllr. Bailey and Clerk had also produced a forecast budget proposal for the next two financial years. The intention of which was to ensure that Council had a long term view keeping expenditure within income. It would also be used as a guide when finalizing each year’s budget and precept request. The following points/assumptions were made when discussing these proposals:
  - **Staff Costs** – These would rise in accordance with national guidelines and estimated this to be 1% per year. Cllr. Bailey stated that it is important that the Council uses the Clerk’s time to the best advantage of the community and limit this work to the contracted hours.
  - **Training, Travel Expenses & Election Contingency 2017-18** - 2017 is an election year so these budgets may have to be increased in 2017-18 to cover new councillor training, travel to training venues and possible election costs.
  - **Community Improvements & Best Kept Village Budget Headings** – These two headings to merge to create one budget heading ‘Community Improvements’
  - **Children’s Play Area Project** – The play area project should be completed before April 2016 but if not this budget would be carried forward.
  - **Grants** – Council agreed that from 2016-17 there should be a closing date for grant applications. (**Action: Clerk to produce a proposal for future grant procedures**)

Council approved budget forecasts for 2016/17 & 2017/18. (**See Appendix 2**) Proposed by Cllr. Roberts and seconded by Cllr. Matthews.

**11. Grants** - The following grants were approved using the appropriate power:

a. **The Local Government Act (Misc. Prov) 1976 Section 19**

Organsiation	Amount	Proposed	Seconded
Ponthir Football Club	£500.00	Cllr. Bold	Cllr. Roberts

b. **The Local Government & Rating Act 1997 Section 26-29**

Organsiation	Amount	Proposed	Seconded
Torfaen Community Transport	£150.00	Cllr. Bailey	Cllr. Adams

c. **The Local Government Act (Misc. Prov) 1976 Section 19**

<b>Organsiation</b>	<b>Amount</b>	<b>Proposed</b>	<b>Seconded</b>
Ponthir Retired Peoples Club	£100.00	Cllr. Matthews	Cllr. Roberts

- d. Torfaen Young Peoples Music and Arts Trust Fund – Decision deferred until completed paperwork received.

e. **The Local Government (Wales) Measure 2011**

<b>Organsiation</b>	<b>Amount</b>	<b>Proposed</b>	<b>Seconded</b>
Caerleon Comprehensive School	£100.00 (£50.00 per Prize Evening)	Cllr. Bailey	Cllr. Bold

**12. Arrangements for the Ponthir Christmas Tree Lighting Event on 4<sup>th</sup> December**

**(Action Points:**

- a. Clerk to purchase mince pies
- b. Cllr. Bold to contact The Gatecrashers for written confirmation of attendance.
- c. Clerk to liaise with Ponthir C in W School re song sheet
- d. Clerk to produce a running order for event
- e. Following a request by Cllr. Adams, Clerk to look into costs of producing a bilingual flyer for this event.
- f. Clerk to circulate bi-lingual costings to Councillors prior to the next meeting.)

- 13. Autumn maintenance of the wildflower bed** – Clerk informed Council that she had received an e-mail today offering the possibility of free wildflower seeds for next year. The Community Council could include 3 other community groups within its application. Council agreed that Clerk should apply and include Ponthir Village Hall amongst the community groups. **(Action: Clerk to inform Ponthir Village Hall. Cllr. Matthews to review maintenance of the wildflower bed)**

- 14. Update the Council's Standing Orders to reference the Public Contracts Regulations 2015/102**  
Council agreed to accept the recommendations of the guidance received to update the Standing Orders to reference these new regulations. **(Action: Clerk to amend Standing Orders)**

**15. Reports and Updates**

- a. **Ponthir Play Area Project** – Council noted that, despite meeting with three contractors and inviting them to tender for this project, none had submitted a quote. Council agreed to extend the closing date. Clerk stated that she had been informed of a new grant scheme run by Tesco and it was agreed that an application should be submitted. **(Action: Clerk to inform the three contractors that the closing date has been extended and to contact Langstone CC, WAG and Groundwork (Caerphilly) for details of any other local contractors. Clerk to apply to the Tesco Grant scheme.)**
- b. **Llanfrechfa Village Association** – Cllr. Bailey had been unable to attend the last meeting.
- c. **Annual review of the Community Council records** – In accordance with the Council's retention policy the Clerk had reviewed the Council's records and circulated a list to Councillors of records that she had deposited with Gwent Archives as well as those due to be destroyed. Council approved the destruction of the records listed. **(See Appendix 3)**
- d. **Best Kept Village Competition** – Cllr. Bold reported that Ponthir had not won a prize in the Best Kept Village competition but Ponthir Baptist Church had won the Best Kept Churchyard. **(Action: Clerk to add congratulations to the Church on our Facebook page. Cllr. Bold to produce a list of possible areas requiring action that could be targeted before May 2016.)**
- e. **Community Council Youth Representatives** – Clerk reported that no applications had been received. No further action to be taken.

- f. **Local Council Partnership Committee Meeting (LCPC)** – Clerk reported that this meeting had not been quorate and as a result updates were received but no decisions made. The following points were noted:
- Letters will be sent requesting council representatives to make every effort to attend future meetings.
  - Well-being of Future Generations (Wales) Act 2015 Presentation – This will effect Community Councils that have an income of £200K+ but the LCPC wish to discuss how all community councils could adopt some of the goals set out in this act as best practice. Presentation will be circulated via e-mail.
  - Mark Horton, Head of Forward Planning, provided an update on the 21<sup>st</sup> Century Schools programme which included TCBC proposals for a post 16 college and the removal of 6<sup>th</sup> forms from Torfaen schools. The plans for Croesyceiliog Comprehensive School, Croesyceiliog Primary School and Llanyafon Primary School are dependent on these proposals.
  - Dana Eynon, Head of Neighbourhood Services, provided an update (which will be circulated via e-mail) that included:
    - a. The roll out of Superfast Broadband.
    - b. How TCBC are dealing with the issue of fly tipping
    - c. Dog fouling clean up scheme in Pontypool Park
    - d. Skinny bin roll out is half way through and will be completed by November. A noticeable increase in the amount of recycling has been observed.
    - e. Nappy collection service and free kitchen caddy bags have been launched.
    - f. TCBC Customer Contact Centre has moved into Cwmbran Library.

16. Clerk confirmed that the diary procedures for September/November 2015 were in hand.

### **17. Consultations**

- a. Tax Collection and Management (Wales) Bill – No Observations
- b. BBC Charter Review Consultation – No Observations
- c. Welsh Government’s Draft Directions to the Local Democracy and Boundary Commission for Wales (the Commission) – No Observations
- d. Proposed changes to Planning Policy Wales Chapter 10 and Technical Advice Note 4: Retail Centre Development – No Observations
- e. Shared Purpose: Shared Future – Draft Statutory Guidance for the Well Being of Future Generations (Wales) Act 2015 – No Observations
- f. BBC Charter Review – No Observations
- g. Independent Remuneration Panel for Wales Draft Annual Report - February 2016 – No Observations. Clerk noted that within this report’s recommendations Council should be publishing a list of Councillor’s expenses. Council approved publication of details of the expenses paid for 2014/15 (**See Appendix 4**). Clerk confirmed that she had included this in the Diary of Procedures for next year.
- h. Consultation Document from HM Courts & Tribunals Service – No Observations

### **18. Correspondence Received**

- a. Play for Wales Autumn issue 45
- b. Cancellation of Community Council Event - 15th September 2015 – Police Commissioner
- c. Minutes of the Local Council Partnership Committee and AGM – TCBC
- d. Consultation Event Invitation - Public Sector Waste & Resource Efficiency Plan
- e. Welsh Government Grant Survey
- f. Arts Council of Wales' Night Out scheme
- g. Consumer Council for Water Events
- h. Public Appointments Opportunities – OVW
- i. Quiz & Chips Evening in aid of the Mayor’s Charity Appeal held on 14<sup>th</sup> October 2015 – TCBC

- j. TOG's Annual Ball on Friday 16 October 2015 – Togs
  - k. Health services in your area – Aneurin Bevan University Health Board
  - l. The Well-being of Future Generations Act and what it will mean to us - Monday 12th October 2015 – TCBC
  - m. Statement by the Minister for Finance and Government Business: Responses to the consultations on Landfill Disposals Tax and Land Transaction Tax – OVW
  - n. Play Area Project – Kate Horsfall
  - o. E-mail of Thanks - Extend Exercise Class
  - p. Ponthir Clean Up Event – Aileen Ridley
  - q. Ponthir Farm Shop – Liz Price
  - r. Afon Lwyd Greenway – Newport CC
  - s. Manifesto for children's play – Play Wales
  - t. Cwmbran Clerk in Charity Euro Drive – Cwmbran CC
  - u. Information on Asda community grants – Mr M Bradley
  - v. Preparing for Public Services Boards Conference 2015 – OVW
  - w. External Audit Arrangements – Wales Audit Office
  - x. Increase in the rate of Insurance Premium Tax from 6% to 9.5% with effect from the 1st November 2015 – Zurich Insurance
  - y. TCBC Speed Limit Review – Cllr Huw Bevan
  - z. Aneurin Bevan Community Health Council News Bulletin
  - aa. Cwmbran Community Council's Annual Senior Schools Choral Festival 2015
  - bb. Annual Appeal – International Eisteddfod
  - cc. Cwmffrwdor & Garnteg School Consultation Report – TCBC
  - dd. Gwent Valleys Agenda for 6<sup>th</sup> October 2015 and Minutes of 7<sup>th</sup> July 2015
  - ee. Natural Resource Management Bulletin – OVW
  - ff. Appointment of Trustee for Wales - Heritage Lottery Fund - OVW
- The content of the above was noted.

**19. Resignations of Cllr. Tony Roberts & Cllr. Dave Green** – Council noted the letter of resignation from Cllr. Green. Cllr. Roberts stated that he was finding it increasingly difficult to attend meetings in the Sports Club and had regretfully taken the decision to resign. He has spent 12 years on the Council and found it both interesting and rewarding. He added that it is essential that the council is supported by local residents and wished the Council all the best for the future. Cllr. Bailey thanked Cllr. Roberts for his help and expertise during his time as a Councillor. **(Action: Council to raise the issue of disability access with the Sports Club)**

**20. Future attendance at meetings** – Cllr. Bailey noted that until the three current Councillor vacancies were filled there were only four current members. For meetings to be quorate three members need to attend. Last month's meeting was inquorate and it is therefore essential that Councillors inform the Clerk if they are unable to attend future meetings.

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

Meeting Closed at 9.45pm

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) Mae copi o'r dogfen hon ar gael yn Gymraeg. Cysylltwch a ni ar y rhif ffôn neu drwy e-bost isod.

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E-Mail/ E-bost: [clerk@ponthircommunitycouncil.gov.uk](mailto:clerk@ponthircommunitycouncil.gov.uk)

## Appendix 1 – Revised Budget for the Remainder of 2015-2016

<u>Office Expenditure</u>	<u>Budget Agreed in April 2015</u>	<u>Revised Budget</u>
Room Rental	£ 360.00	£ 300.00
Stationery & Postage	£ 400.00	£ 360.00
IT & Office Equipment	£ 200.00	£ 200.00
Telephone	£ 50.00	£ 40.00
Staff Costs	£ 7,200.00	£ 6,650.00
Subscriptions	£ 250.00	£ 210.00
Insurance	£ 420.00	£ 420.00
Internal Audit Fees	£ 100.00	£ 100.00
External Audit Fees	£ 210.00	£ 210.00
<b>Sub Total</b>	<b>£ 9,190.00</b>	<b>£ 8,490.00</b>
<b><u>Other Expenditure</u></b>		
Chair's Allowance	£ 150.00	Nil
Publicity (Including Newsletters)	£ 1,200.00	£ 700.00
Community Event Catering	£ 250.00	£ 200.00
Travel Expenses	£ 200.00	£ 100.00
Training	£ 300.00	£ 200.00
Grants & Donations	£ 6,000.00	£ 4,500.00
Christmas Decorations	£ 1,785.00	£ 2,460.00
Best kept Village (to include new planters)	£ 2,316.00	£ 1,500.00
<b>Sub-Total</b>	<b>£12,201.00</b>	<b>£ 9,660.00</b>
<b><u>Future Programmes</u></b>		
Contribution to War Memorial	£ 100.00	Nil
Community Improvements	£ 3,011.00	£ 2,250.00
Equipment for Children's Play Area	£12,035.00	£16,035.00
<b>Sub-Total</b>	<b>£15,146.00</b>	<b>£18,285.00</b>
Election Contingency	Nil	Nil
General Contingency	£ 2,250.86	£ 2,250.86
<b>Sub-Total</b>	<b>£ 2,250.86</b>	<b>£ 2,250.86</b>
<b>Total</b>	<b>£38,787.86</b>	<b>£38,685.86</b>

<b><u>Funded By:</u></b>	
Actual Balance Brought Forward	£21,528.26
Precept	£17,046.42
2014-15 VAT Refund	£ 787.16
<b>Total</b>	<b>£39,361.84</b>
<b>Unallocated Budget</b>	<b>£ 675.98</b>

## Appendix 2 – Budget Forecast

<u>Office Expenditure</u>	<u>Forecast Budget for 2016-17</u>	<u>Forecast Budget for 2017-18</u>
Room Rental	£ 300.00	£ 300.00
Stationery & Postage	£ 300.00	£ 300.00
IT & Office Equipment	£ 200.00	£ 200.00
Telephone	£ 40.00	£ 40.00
Staff Costs	£ 6,536.16	£ 6,599.02
Subscriptions	£ 210.00	£ 210.00
Insurance	£ 420.00	£ 420.00
Internal Audit Fees	£ 100.00	£ 100.00
External Audit Fees	£ 210.00	£ 210.00
<b>Sub Total</b>	<b>£ 8,316.16</b>	<b>£ 8,379.02</b>
<b>Other Expenditure</b>		
Publicity (Including Newsletters)	£ 650.00	£ 650.00
Community Event Catering	£ 200.00	£ 200.00
Travel Expenses	£ 120.00	£ 150.00
Training	£ 210.00	£ 330.00
Grants & Donations	£ 4,000.00	£ 3,500.00
Christmas Decorations	£ 1,800.00	£ 1,800.00
Community Improvements	£ 1,500.00	£ 1,500.00
<b>Sub-Total</b>	<b>£ 8,480.00</b>	<b>£ 8,130.00</b>
Election Contingency	Nil	£ 2,500.00
General Contingency	£ 2,250.00	£ 2,250.00
<b>Sub-Total</b>	<b>£ 2,250.00</b>	<b>£ 4,750.00</b>
<b>Total</b>	<b>£19,046.16</b>	<b>£21,259.02</b>

<u>Funded By:</u>	<u>2016-2017</u>	<u>Funded By</u>	<u>2017-18</u>
Assume 2015/16 General Contingency Budget b/f	£ 2,250.86	Assume 2016/17 Unallocated Budget + General Contingency Budget b/f	£ 3,440.45
Precept (Assume 2.5% rise)	£17,472.58	Precept (Assume 2.5% rise)	£17,909.39
2015-16 VAT refund due to date.	£ 513.17	2016-17 VAT figure not know	
<b>Total</b>	<b>£20,236.61</b>		<b>£21,349.84</b>
<b>Unallocated Budget</b>	<b>£ 1,190.45</b>		<b>£ 90.82</b>



## **Appendix 3 - Annual Review of Retention and Disposal of Records**

### **Items to be destroyed**

TCBC List of Determined Planning Applications 1985 – 1989 & 2004 - 2007

Planning Applications 2004 - 2008

TCBC Licence Hearings 2005

Planning Applications 2000 Ref: 00/P/04897, 04893, 04859, 04764, 04728 & 04248

Job Applications for Clerk Vacancy 2013

Lower Llanfrechfa Community Council – Office copies of Minutes 1983 -1984 (Confirmation received that the originals have been deposited at Gwent Archives)

Office copies of Minutes for Annual Meetings 1991 -1994, 1996, 1997, 1999-2006 (Confirmation received that the originals have been deposited at Gwent Archives)

Office copies of Minutes for Ordinary Meetings (See table below) Confirmation received that the originals have been deposited at Gwent Archives.

<b><u>1985</u></b>	<b><u>1986</u></b>	<b><u>1989</u></b>	<b><u>1990</u></b>	<b><u>1991</u></b>
9 <sup>th</sup> September	10 <sup>th</sup> February	13 <sup>th</sup> December	14 <sup>th</sup> February	8 <sup>th</sup> May
14 <sup>th</sup> October	14 <sup>th</sup> April		14 <sup>th</sup> March	
9 <sup>th</sup> December	12 <sup>th</sup> May			
	9 <sup>th</sup> June			

**Appendix 4 - Reimbursement of Expenses paid to Ponthir Community Councillors**  
**2014-2015**

**Cllr Robert Davies**

9th April 2014	£45.00	Travel expenses for attending a meeting held in Builth Wells 'Conserving War Memorials'
10 <sup>th</sup> June 2014	£14.40	Travel expenses for attending: 1. One Voice Wales training session held in Usk 2. Torfaen Council Association of Local Council (TCALC) meeting held at Civic Centre, Pontypool
8 <sup>th</sup> October 2014	£12.60	Travel expenses for attending: 1. TCALC Meeting held at Civic Centre, Pontypool 2. Local Council Partnership Committee Meeting (LCPC) held at Civic Centre, Pontypool
10 <sup>th</sup> December 2014	£50.00	Reimbursement for the purchase of mince pies for community event.
14th January 2015	£6.30	Travel expenses for attending a meeting with TCBC officers at Civic Centre, Pontypool
<b>Total</b>	<b>£128.30</b>	

**Cllr. Tony Roberts**

9 <sup>th</sup> April 2014	£6.12	Travel expenses for attending a meeting with TCBC Officers at Civic Centre, Pontypool
<b>Total</b>	<b>£6.12</b>	

**Cllr. Joanne Bold**

10 <sup>th</sup> June 2014	£91.21	Reimbursement for the purchase of plants & compost for village planters
8 <sup>th</sup> October 2014	£31.29	1. Travel expenses for attending Gwent Best Kept Village Presentation Event, Chepstow Garden Centre = £16.29 2. Reimbursement for the purchase of plants for village planters = £15.00
<b>Total</b>	<b>£122.50</b>	