

**PONTHIR COMMUNITY COUNCIL  
CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting  
9<sup>th</sup> December 2015**

1. **Present:** Cllr. S. Bailey (Chair), Cllr. Mrs J. Bold (From 7.10pm)  
**Members of Public Attending:** 4 residents who wish to speak on the planning applications in Items 5a & 5b. Morgan Barrell & Nicky Dominy (Prospective candidates for the Community Council vacancies who are attending to see how the Community Council meetings operate)  
**Clerk:** Karen Price

2. **Apologies:** Cllr. P. Matthews & PCSO Nicola Redman. Cllr. Bold has informed the Clerk that she will be late.

As 3 Councillors were not present it was noted that this meeting was inquorate and as such no decisions could be made. Reports and updates were provided for information purposes. All other items are to be deferred.

3. **Declarations of Interest:** Cllr. Bold has informed the Clerk that as she is a neighbour of the applicant in the planning applications 15/P/00668 & 669 she would not take part in Items 5a & 5b.

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

5. **Planning Applications**

- a. 15/P/00668 Proposed: Oak tree T1 - Possible severance of roots to allow for underpinning at Paizefield, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1GZ

Four residents made the following comments on this application and 15/P/00669 (See 5b)

- The conservatory, which is the only part of the property to be affected by subsidence, has extended the original building line closer to the trees in question.
- The original construction of the conservatory did not appear to have followed planning guidelines with regard to the regulations concerning building in the immediate vicinity of Tree Preservation Orders (TPO)
- The conservatory, as stated in the applicant's report, is sited 7.8m away from the Oak Tree T1 and therefore lies over the "protected" transportation roots and within the 10m Tree Protection Area specified in the same report.
- Concerns were raised over the possibly damage to the tree canopy.
- Concerns were raised that, the digging of trenches either by machinery or by hand, was extremely likely to result in the severance of significant roots which could lead to the irrevocable damage to the tree. In turn any resulting loss of the trees could lead to a change in local water levels with the potential for localized flooding.

7.10pm – Cllr. Bold entered the meeting.

Cllr. Bailey read out the Community Council's response to the previous applications made in March 2015 where the proposals were to fell the trees. The Community Council's policy on the value it places on TPO's has not changed and whilst no new observations could be made it was felt appropriate to reiterate the Community Council's response in March. (**Action: Clerk to respond to TCBC referring back to the observations made in March 2015**)

- b. 15/P/00669 – Proposed: Oak tree T2 - Possible severance of roots to allow for underpinning at Springfield, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1GZ (**See Agenda Item 5a**)

The 4 residents left the meeting.

- c. 15/P/00681 - Proposed: Window replacement to first floor, additional louvre and hanging basket bracket additions to external wall of building. Internal re-configuration of female toilets and male toilet entrance door. New floor finishes throughout public house at Ponthir House Inn, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1PG – Clerk had previously circulated this application to all councillors and had not received any observations from any councillor or resident - No Observations

**Item to be noted on January's agenda.**

**6. Police Report** – The following incidents were noted:

- a. 4 dwelling burglaries – Station Road, Barnfield, Caerleon Road and Llwyn Onn
- b. 2 vehicles broken into – Candwr Park
- c. Theft of car parts – Tram Lane
- d. Vehicle damaged – Station Road

Gwent Police believe 3 of the 8 crimes, the burglary in Barnfield and the vehicle crime in Candwr Park, were all committed in one night by a travelling criminal gang from Cardiff.

**7. To approve the minutes of the meeting held on 11<sup>th</sup> November 2015 – Item Deferred**

**8. Matters Arising from the Meeting held on 11<sup>th</sup> November 2015**

- a. **Community Council Vacancies** – A number of residents have already expressed an interest. The closing date is 18<sup>th</sup> December 2015.
- b. **Installation of the Community Library in the Telephone Kiosk, Tram Lane** – Waiting for contractor to start work.
- c. **Sourcing of a new Internal Auditor for 2015/16**– Clerk has been in touch with Chris Thomas who, on separate occasions, has been both the Clerk and a Ponthir Community Councillor. Mr Thomas has agreed to the Terms of Appointment drawn up. **(Action: Formal approval required at the next meeting)**
- d. **Change of Bank Signatories** – The Council's bankers have verbally confirmed that the changes have been made.
- e. **Best Kept Village** – Clerk has contacted TCBC and requested that the overgrown vegetation on Caerleon Road by the river bridge be cut back. The judges' comments for 2015 were read out and discussed. **(Action: Clerk has yet to write to residents of Barnfield, whose properties back onto the Gateway site, to seek approval for the brambles to be cut back. Clerk to write to the resident in School Close re the verge at the entrance to School Close. Maintenance work to then be arranged. Ways to improve participation in next year's competition to be discussed at next month's meeting.)**
- f. **Future Grant Procedures** – Item Deferred
- g. **Ponthir Christmas Tree Lighting**
  - i. Clerk has been advised that there is a problem with the electrical connections to the tree lights. An electrician has been contacted and we are awaiting an update.
  - ii. Cllr. Bailey and Cllr. Bold have received positive responses about the event from residents
  - iii. Clerk has received a number of comments that people were unable to hear the school children singing.
  - iv. Chair thanked Cllr Bold, her family and the Clerk for all their hard work on this event. **(Action: Event to be discussed at next meeting)**
- h. **Ponthir Play Area Project** – **(Action: Chair requested that an additional meeting be arranged before Christmas to discuss quotes received. Clerk to contact Councillors to check availability and to contact companies with outstanding quotes stating that a decision will be made at this meeting)**

- i. **Disability Access into Ponthir District Sports Club – Item Deferred**
- j. **Precept 2016/17**
  - i. Clerk has received the Precept demand from TCBC. It was noted that the number of Band D properties has been reduced from 761 to 753 which will result in the 2016/17 Precept being £17,288.88 which is £183.68 less than originally estimated.
  - ii. It was noted that Kate Blewitt, TCBC, had contacted all the Community Councils in the Cwmbran area to arrange a meeting on 15<sup>th</sup> December to discuss the Cwmbran Big Event 2016. Earlier in 2015 TCBC had asked the same Community Councils to consider financially supporting the Big Event 2015. Ponthir CC did not make a contribution at that time. TCBC were informed that Community Councils set their budgets and precepts in November/December each year and any future request should be made beforehand. Kate had previously e-mailed the Community Councils twice to notify them that a meeting to discuss the 2016 Big Event would be arranged but no date was set until now. **(Action: Clerk to advise Kate Blewitt that our 2016/17 Budget and Precept have already been set.)**
- k. **Afon Lwyd Working Group – (Action: Update to be included in next newsletter)**
- l. **Poor Mobile Phone Signal in Ponthir – (Action: Article to be included in next newsletter)**
- m. **Ponthir Baptist Church Carol Service – (Action: Clerk to telephone Cllr. Adams to confirm his attendance.)**

## **9. Finance and Accounts**

- a. Balance of Direct Plus Account as at 30<sup>th</sup> November 2015 = £23,145.75
- b. **Authorisation of Cheques**
  - i. Jo Bold (Reimbursement of expenses for Christmas Tree Lighting Event) **(Action: Claim form to be completed for January's Meeting)**
- c. **To Note Standing Order/Direct Debit Payments**
  - i. TCBC ( Clerk's Salary) on 20th November 2015
  - ii. Barclaycard ( Toner £56.63, Stationery £8.99, Stamps £7.56, Mince Pies for Christmas Event £7.50) = £80.68

**Items Deferred**
- d. To review the Clerk's Salary for 2016/2017 - **Item Deferred**

## **10. Review of the Councillors' internal E-mail address system** – There are been a number of problems with Councillors unable to access the internal e-mail accounts and Clerk had reverted to using Councillors personal e-mail addresses until further notice. **(Action: Clerk to send reminder every 3 months to all Councillors to delete e-mails receive that are no longer of administrative use)**

## **11. To consider the following Grant Applications:**

- a. Torfaen Citizen's Advice Bureau
  - b. Ponthir WI
  - c. Torfaen Young People's Music & Arts Trust (Subject to paperwork received)
- Items Deferred**

## **12. To consider holding next year's Christmas Tree Lighting Ceremony in conjunction with the Ponthir Christmas Fayre – Item Deferred**

**13. To Review Community Council's diary procedures for December 2015/January 2016 – Item Deferred**

**14. Consultations**

- a. Draft Local Government (Wales) Bill – No Observations
- b. Abersychan Brynteg Nursery and Victoria Primary Schools Closures – No Observations
- c. Office of the Police and Crime Commissioner for Gwent - Are we Fair? – No Observations
- d. Welsh Government guidance on allotments and community led growing projects – No Observations
- e. Green Growth Wales – Options for Investment Support – No Observations

**Items to be noted on next month's agenda**

**15. Correspondence Received**

- a. Syrian Refugee Response – Reverend Richard Reardon
  - b. Torfaen Young People's Music & Arts Trust Fundraising Concert - 27th November 2015
  - c. Wales Commissioner to the Equality & Human Rights Commission – OVW
  - d. Public Appointments Opportunity – Chair to the Arts Council of Wales
  - e. Grant Enquiry – Ponthir Junior Football Club
  - f. Response to the Statutory Guidance for the Well-being of Future Generations (Wales) Act 2015 – OVW
  - g. Precept Consultation Event – Gwent Police
  - h. Wales Audit Office Newsletter – OVW
  - i. Community Health Councils are looking for members – OVW
  - j. Public Appointments Opportunity – Chair & Members – National Entity for Welsh for Adults Scrutiny Committee – OVW
  - k. Invitations for the Chair to attend three Blaenavon Town Council Events
  - l. Flagship winners announced | Youth Project launch | Community funding – Grow Wild
  - m. TOG's Newsletter
  - n. TCBC Corporate Plan 3 and budget engagement
  - o. Thank you letter re Community Grant – LVA
  - p. Appointment of Chair to Career Choices Dewis Gyrfa (CCDG – OVW
  - q. Notification that grant application was unsuccessful – Co-op
  - r. Could Welsh Hearts support your area?
  - s. Paris attack message - Gwent Police
  - t. Invitation for Chair to attend Christmas Tree Lighting & Carol Service – Cwmbran CC
- Correspondence Noted.

**16. Date of the Next Meeting – Cllr. Bailey gave his apologies as he would not be able to attend the meeting due to be held on 13<sup>th</sup> January 2016. To improve the chances of this meeting being quorate Clerk was asked to look into the possibility of postponing the meeting on 13<sup>th</sup> January and rearranging it for 20<sup>th</sup> January 2016 when Cllr. Bailey would be available. (**Action: Clerk to look into rearranging the January Meeting and to contact all Councillors to confirm availability. Clerk to produce action sheet for next meeting which would detail all the actions required from both this meeting and that of 11<sup>th</sup> November 2015**)**

Meeting Closed at 8.35pm

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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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Minutes for Monthly Meeting held on 9<sup>th</sup> December 2015