

**PONTHIR COMMUNITY COUNCIL
CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting
9th March 2016**

1. **Present:** Cllr. Mrs. J. Bold (Chair), Cllr. M. Barrell, Cllr. N. Dominy and Insp. Dave Morgan.
Members of Public Attending: Mr. C Thomas
Clerk: Karen Price
2. **Apologies:** Cllr. S. Bailey, Cllr. I. Glover and PCSO Nicola Redman.
3. **Declarations of Interest:** The following declarations of interest were declared:
 - a. **Item 13b** - Cllr. Bold declared a personal interest as her father attends this group.
 - b. **Item 16c** – Cllr. Dominy declared a personal interest as the company he works for has been asked to submit a tender in respect of proposed work.
4. **Matters raised by the members of the public present** – None

Council agreed that Insp. Morgan could submit his report ahead of the next item on the agenda.

5. **Police Report (Item Number 6 on Agenda)**

Insp. Morgan reported that:

- a. There had been 1 crime in our area since our last meeting. This was vehicle damage which had occurred on 12th February in Candwr Park. This crime had been a result of an issue that had arisen with previous tenants at the property concerned.
- b. There had been no anti-social behaviour incidents during the same period.
- c. To date not enough volunteers from Ponthir/Llanfrechfa had come forward for the Community Speedwatch scheme and where there had been volunteers there had been a delay in the paperwork being returned. Clerk confirmed that she had recently reposted this scheme's information on the Community Council's Facebook page.

7.05pm Insp. Morgan left the meeting

6. **Planning Applications (Item Number 5 on the Agenda)**

- a. 16/P/00001 Proposed conversion of one dwelling into two dwellings at 1-2 Post Office Cottages, Caerleon Road, Ponthir NP18 1GX – No Observations
- b. 16/P/00106 Proposed single storey extensions to existing bungalow plus detached garage at Byways, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1GX – Council agreed to submit the following observations:
 - i. It had no observations regarding the proposed extension to the existing bungalow.
 - ii. There should be adequate off street parking provision retained at the premises in the interest of highway safety.
 - iii. There should be sufficient room on site for a turning circle in the interests of highway safety.
 - iv. To protect existing trees, particularly any covered under Tree Preservation Order No. 122, and hedgerows in order to safeguard the landscaping within the site.
(Action: Clerk to submit observations)

7. The minutes of the Monthly Meeting held on 10th February 2016 were approved and duly signed. Proposed Cllr. Barrell and seconded Cllr. Dominy.

8. Matters Arising from the Monthly Meeting held on 10th February 2016

- a. Community Speedwatch – See Item 5
- b. Installation of Community Library – To date the contractor had been unable to begin the installation. (Action: Cllr. Dominy to follow up)
- c. Review of Christmas Tree Lighting Event 2015 – Clerk confirmed that as no response had been received from Commercial Christmas she had contacted One Voice Wales for assistance and was awaiting a response. (Action: Clerk to follow up with One Voice Wales)
- d. Prison Council Liason Meetings – Clerk confirmed that a request had been submitted for the minutes of these meetings to be forwarded to Council.
- e. Disability Access into Ponthir District Sports Club – Since the last Council meeting neither Cllr. Dominy nor the Clerk had had the opportunity to follow this up. (Action: Cllr. Dominy and Clerk to follow up)
- f. Facebook – Clerk was pleased to report that the initial Facebook post concerning the Play Area grant from Tesco had been read by over 900 people and the number of likes for our Facebook page had increased to over 100.
- g. Register of Members Interests – Cllr. Bold has confirmed that her entry is correct. Clerk had e-mailed Cllr. Adams asking him to confirm his entry and stated that if no response was received by 26th February she would assume that his listing was correct and that no amendments were required. No response has been received and so his entry has remained unchanged.
- h. Installation of a new bench for Tram Lane, Llanfrechfa - Clerk confirmed that:
 - i. The existing bench was installed on a base of paving slabs.
 - ii. She had researched a number of options from company websites specializing in street furniture. As the existing benches in Ponthir were wooden with arm rests these were the type of benches that she looked at. Prices ranged from £340 upwards plus additional delivery charges. Council agreed with the Clerk's suggestion to research other suppliers such as local garden centers. (Action: Clerk to research other suppliers)
- i. Community Councillor Training – Clerk confirmed she had booked a place for Cllr. Dominy on the planning training session being run on 16th May 2016.
- j. Community Council Diary Procedures
 - i. Insurance Cover – Clerk confirmed that she was awaiting the Insurance Schedule for 2016/17. (Action Clerk to review schedule once received)
 - ii. Portable Appliance Testing – (Action Clerk to liaise with Cllr. Matthews)

9. Finance and Accounts

- a. Balance of Direct Plus Account as at 29th February 2016 = £23,255.89
- b. To Approve Cheques already Paid
 - i. ThatMediaGroup (Newsletter) = £268.00
Council approved the above payment. Proposed by Cllr. Barrell and seconded by Cllr. Dominy.
- c. To Note Standing Order/Direct Debit Payments
 - i. TCBC (Clerk's Salary) on 20th February 2016
 - ii. Barclaycard (Stamps £15.12, Stationery £1.60) = £16.72
Council noted the above payments.

10. To approve supporting the Ponthir Christmas Fayre 2016 – Council agreed that further discussion was required (Item deferred)

- 11. To purchase HM Queen Elizabeth 90th Birthday Commemorative Coins for pupils attending Ponthir School** – Council noted that commemorative coins and presentation cards had been previously ordered on the occasion of the Queen’s Diamond Jubilee. Council agreed to purchase 120 coins subject to discussion with Mrs Spooner, Headteacher of Ponthir School. (Local Government Act 1972 Section 137). **(Action: Clerk to contact Mrs Spooner and research costs for presentation cards)**
- 12. Welsh Language Report 2015-16** – Clerk had circulated a copy of the 2014-16 report prior to this meeting for information purposes and confirmed that no complaints, comments or suggestions had been received during the period 2015-16. Cllr. Adams had previously confirmed that he spoke Welsh and Cllr. Barrell confirmed that he could speak a limited amount of Welsh. The remaining 5 Councillors and Clerk do not speak Welsh. **(Action: Clerk to submit report to the Welsh Language Commissioner)**
- 13. Grant Applications:**
- a. 1st Ponthir Brownies – This organisation had been unable to supply the required paperwork and has withdrawn their application.
 - b. Ponthir Friends for Life Community Hub – **Item deferred as Cllr Bold declared a personal interest and there were only two other Councillors in attendance**
 - c. Torfaen Young People’s Music & Arts Trust - **Item deferred as required paperwork not received**
- 14. Independent Remuneration Panel for Wales Annual Report February 2016** – The proposals contained within this report had been circulated to all Councillors prior to this meeting. Council agreed that none of the proposals contained in this report would be adopted for 2016/17.
- 15. Strategy for the 2016 Best Kept Village Competition** – Council noted the following points:
- a. An article had been included in the recent issue of Community Matters but no volunteers had come forward and no suggestions for areas within the village requiring improvement had been received. **(Action: Clerk to contact community groups to see if members of these groups would volunteer to assist with village improvements)**
 - b. There is an issue with rubbish on the streets on bin collection day. Council noted that TCBC provide nets, free of charge, to be attached to the black boxes which would prevent rubbish falling from the boxes, particularly on windy days.
 - c. The possibility of setting up a working party/Facebook Group. **(Action: Clerk to research)**
 - d. Rather than arrange one event run over a few hours where volunteers could carry out any necessary improvement works to aim for shorter, more frequent events specifically aimed at one area at a time.
 - e. Councillors noted that TCBC have no budget for cleaning the bus shelters and that our request for new bus time tables has been forwarded onto Newport Transport. **(Action: Clerk to research when the shelters were last cleaned and follow up)**
 - f. Grass verges along Caerleon Road at junction of Barnfield, School Close and the bus stop opposite Tram Lane. **(Action: Clerk to make enquires re cost of these verges being mowed on a more regular basis. Cllr. Dominy to obtain contact details for the owner of the property on the corner of School Close.)**
 - g. Cllr. Bold is planning to replant the village planters in May. **(Action: Clerk to obtain a quote for two additional planters for the bus stop at Hafod Road.)**

16. Reports and Updates

- a. **Children's Play Area Project** – Following the notification from Tesco Bags of Help grant scheme that our grant application had been successful a site meeting had been arranged between Cllr. Bailey, Cllr. Bold, Clerk and Andrew Thomas, Contracts Manager at Colin Richardson. The following points were discussed:
- The possibility of upgrading the multiplay unit from that initially quoted.
 - Increasing the number of benches from two to four and removing the old benches.
 - Andrew Thomas to provide costings for a range of possible additional improvements which could then be taken for consideration to a full council meeting.
 - Access arrangements were confirmed.
 - A storage compound would be required on site.
 - The estimated time scale for work to be completed would be 2-3 weeks with the park having to be shut for safety reasons during that period
 - Following this meeting Cllr. Bailey and Clerk spoke to Sara Bubela, Ponthir Village Hall, to advise of the contractors access requirements.

(Action:

- **Andrew Thomas to supply revised specifications for the multiplay unit, a site plan showing the locations for the proposed new equipment and additional costings.**
 - **Lauren Gregory, TCBC, to be informed of proposed site plan, new equipment, timescales, start date etc**
 - **Contractors to contact Ponthir Village Hall re start date.**
 - **Clerk to arrange an inspection date when equipment has been installed with Play Equipment Inspection Company**
- b. **Village Improvements** – Clerk confirmed that a local contractor has taken a look at the stone wall at the top of Tram Lane, Llanfrechfa and will be forwarding a quote for the necessary maintenance work.
- c. **Afon Lwyd Greenway Project** – **Item deferred as Cllr Dominy declared a personal interest and there were only two other Councillors in attendance. Council agreed an additional council meeting should be arranged before the end of March.**
- d. **Christmas Tree Lighting Event 2016** – Council noted that confirmation for the booking of the hall for this event had been received from Ponthir Village Hall.
- e. **Torfaen County Association of Local Councils** – A representative from Ponthir Community Council had been unable to attend this meeting. Clerk has contacted Richard Gwinnell, TCBC, to explain that as all Ponthir Community Councillors work it is difficult for them to attend meetings held at 4.30pm in Pontypool. It was also noted that having reviewed the items on recent agendas very few issues directly affected our community area and were therefore of limited interest.

17. Community Council's diary procedures for March/April 2016

- a. **March Procedures** – See Items 8j, 12 and 14
- b. **April Procedures** – All these procedures relate to the end of year audit which will be undertaken in April.

18. Correspondence Received

- a. Donation Request – Teenage Cancer Trust Wales
- b. Donation Request - Urdd National Eisteddfod 2016
- c. Response to the proposal on the provision of court and tribunal services in Wales - OVW
- d. One Voice Wales Response - Draft Local Government (Wales) Bill Consultation
- e. HMRC Query
- f. Request for Information – Abigail Hughes

- g. Invitation for Chair to attend Pontypool CC's Annual Dinner
 - h. Vacancy for a South Wales Development Officer – OVW
 - i. Invitation for Chair to attend Torfaen Spring Showcase – TCBC
 - j. Public Appointments Opportunity – British Council - Chair, Wales Advisory Committee – OVW
 - k. 2018 Review of Parliament Constituencies in Wales – OVW
 - l. Asset Transfer – OVW
 - m. Cynnal Cymru February Newsletter
 - n. Afon Lwyd Greenway Query – Mr & Mrs M Sharp
 - o. Abersychan Brynteg Nursery, Cwmffrwdog Garnteg and Victoria Primary Schools - Publication of statutory notices
 - p. Developments of National Significance – The Planning Inspectorate
- The content of the above correspondence was noted.

19. The next Monthly Meeting of the Council will be held on Wednesday 13th April 2016 at 7.00pm at Ponthir District Sports Club.

Meeting Closed at 8.30pm

This document is available on our website 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

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