

**PONTHIR COMMUNITY COUNCIL
CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting
9th October 2017**

1. **Councillors Present:** Stuart Bailey (Chair), Peter Matthews, Paul Davies, Louise Ryan-Scales & Ian Danaher.
Members of Public Attending: None
Clerk: Karen Price
2. **Apologies:** Apologies were received from Councillors Iain Glover and Morgan Barrell.
3. **Declarations of Interest:** None.
4. **Matters raised by the members of the public present –** None
5. **Police Report –** None Received
6. The minutes of the Monthly Meeting held on 11th September 2017 were approved and duly signed. Proposed by Cllr. Paul Davies and seconded by Cllr. Peter Matthews.
7. **Matters Arising from the Monthly Meeting held on 11th September 2017**
 - a. **Reconsideration of a request from Mr Mishra for the Community Council to pay for and install a new street sign for Brechfa Close** – Council noted that Mr. & Mrs. Matthews had responded positively to the Community Council's suggestion but no response had been received to date from Mr. Mishra.
 - b. **Testing of Christmas Tree Lights – (Action: Cllr. Paul Davies to test).**
 - c. **Bus Shelter at The Star** – Council discussed the possibility of taking over the maintenance from TCBC of all the bus shelters in our community area but decided against this as future costs may be prohibitive. Cllr. Paul Davies had obtained a quote from a local company which was lower than the quote received from the manufacturer of the shelter. **(Action: Clerk to contact TCBC to enquire whether they would agree to an independent local contractor being able to carry out this work rather than the manufacturer of the shelter. Clerk to compare the bus timetables in the shelters to those published on the Newport Transport website.)**
 - d. **Christmas Tree Lighting Event** – Council noted that the Severn Tunnel Brass Band has been booked but that The Gatecrashers were unavailable. Cllr. Louise Ryan-Scales was making enquires with another band, Spellbound. Council noted the catering quotes and agreed to proceed with Mick Bubela. Clerk confirmed that 'Father Christmas' is available. **(Action: Cllr. Peter Matthews to contact Mick Bubela. Clerk to contact Colin Richardson re tree installation date, to purchase sweets for the children, print tickets for the catering. Cllr. Louise Ryan-Scales to make further enquiries for a band.)**
 - e. **Consideration of New Community Events** – Cllr. Louise Ryan-Scales confirmed that she would continue to look at the possibility of arranging a dinner dance next year and come back to the Council when she had more information.

- f. **Maintenance of Village Benches and Planters** – Cllr. Paul Davies confirmed that he has started to sand down the benches and weather permitting will start painting this week. Council noted that planters were in the process of being replanted with winter bedding.
 - g. **Maintenance of the wall at Tram Lane, Llanfrechfa** – Cllr. Paul Davies confirmed that he had taken a look at the wall and advised that it should be looked at again after the nearby building work had been completed. **(Action: Clerk to diarise to review)**
 - h. **One Voice Wales Training Sessions** – Clerk confirmed that places had been booked for Cllrs. Louise Ryan-Scales and Paul Davies on the ‘New Councillor Induction’ training on 23rd October held at Undy Community Hall. It was agreed that further training sessions would be looked at next year. **(Action: Cllr. Ian Danaher to confirm availability on 23rd October with Clerk.)**
8. **Finance and Accounts**
- a. Balance of Direct Plus Account as at 30th September 2017 = £13,845.64
 - b. **To Approve the Following Cheque Already Paid**
 - i. Torfaen CBC (May 2017 Election Costs) = £140.65
Council approved the above payment.
 - c. **To Note Standing Order/Direct Debit Payments**
 - i. TCBC (Clerk’s Salary) on 20th September 2017
 - ii. Barclaycard on 8th October (Wood Treatment and Sprayer) = £76.50 (No direct debit as correction of a mis-posted entry has resulted in a credit balance)
 - iii. SWALEC (Tram Lane, Telephone Kiosk) = £5.97
Council noted the above payments.
 - d. Council approved the appointment of Mr. T. Roberts as Internal Auditor for the year ending 31st March 2018.
 - e. Council approved the appointment of Cllr. Louise Ryan-Scales to the position of Community Council Representative on the Ponthir Church of Wales School Board of Governors. **(Action: Clerk to include an item on December’s agenda to review current Community Council representatives on other bodies)**
9. **Community Newsletter** – Council agreed that the next edition should be produced before the Christmas Tree Lighting Event with the following articles:
- a. New councillor photographs and bios **(Action: Cllrs Louise Ryan-Scales, Ian Danaher and Paul Davies to forward information to Clerk)**
 - b. Ponthir District Sports Club Events **(Action: Cllr Peter Matthews to contact)**
 - c. Friends of Ponthir School **(Action: Cllr. Louise Ryan-Scales to contact)**
 - d. Ponthir Church and All Saints Church Events **(Action: Clerk to contact)**
 - e. Gwent Best Village Article **(Action: Clerk to write)**
 - f. Rainbows **(Action: Cllr. Louise Ryan-Scales to contact)**
 - g. Brownies **(Action: Clerk to contact)**
 - h. Llanfrechfa Grange Walled Garden and Llanfrechfa Village Association **(Action: Clerk to contact)**
- (Action: Clerk to circulate link to previous newsletters to all councillors)**
10. Council approved the adoption of a Social Media Policy.

11. Reports and Updates

- a. **Afon Lwyd Working Group** – Cllr Stuart Bailey confirmed that he had attended a meeting on 18th September 2017 with John Palmer. The working group had succeeded in getting the route included in both the Newport CC and Torfaen CBC Active Travel Plans which means that if Welsh Government funding becomes available then this route would be considered. It was noted that there was no route through Ponthir (as it proposed using the existing highway) but it included the existing railway crossings and would require a safe crossing point across Caerleon Road near the Hafod Road junction. A matter of concern was that the railway station planned for Caerleon appeared to be missing from the latest metro map. Council noted that as the Afon Lwyd Working Group had achieved its objective the group had now stood down. **(Action: Clerk to write letter of thanks to John Palmer)**
- b. **Gwent Best Kept Village Awards** – Cllr Peter Matthews had attended and was pleased to confirm that the Ponthir Village Hall had won the Best Kept Village Hall category. Council noted that the number of entries was lower than in previous years. Although Council noted that it was realistically difficult to compete against the likes of Raglan it shouldn't prevent us from entering and that it does provide a focus for improvement works in Ponthir.

12. Community Council Diary Procedures for October/November 2017

- a. Council agreed to conduct the next bank reconciliation at the December meeting.
- b. Clerk confirmed that the budget for the next financial year would be prepared for the December meeting.

13. The following planning applications were considered:

- a. CHAL/17/P/0740/TPO - Urgent work to remove split branch overhanging 2 Hafod Mews (T3) and crown reduction to T1 and T2 at The Oaks, Caerleon Road, Ponthir – No Observations
- b. CHAL/17/P/0732/HH - Double storey extension to the rear of dwelling at Woodlands, 10 Hafod Road, Ponthir – No Observations

14. Consultations

- a. Guidance for Principal Councils on the review of communities – No Comments
- b. Review of the Community and Town Council Sector – No Comments

15. Correspondence Received

- a. Job Advert - National Museum Wales – President – OVW
- b. Advert for Chair of Flood and Coastal Erosion Committee – OVW
- c. Survey What's Stopping You From Being an AM – OVW
- d. The latest news and stories from Natural Resources Wales – OVW
- e. ICO news - separating GDPR fact from fiction
- f. Missing Voices: You and Politics – TVA
- g. Invitation to the Working Together for Safer Communities Conference – Gwent Police
- h. Support your local rural businesses – Countryside Alliance
- i. Aneurin Bevan Community Health Council Newsletter June 2017
- j. Senior Research Officer vacancy – Welsh Government
- k. Friends of Llanfrechfa Grange Walled Garden – Grant Enquiry
- l. PCC Announces Review of Police Estate – TVA

- m. WCVA Newsletter – TVA
 - n. One Voice Wales AGM Motions 2017
 - o. Vacant seats for Members of Health Education and Improvement Wales Board – OVV
 - p. Letter from Jayne Bryant AM and Loneliness Roundtable Report – OVV
 - q. Invitation to Pontnewydd Royal British Legion’s Service of Remembrance 8th November 2017
 - r. Poppy Appeal Launch – Saturday 21st October
 - s. Cynnal Cymru Events Newsletter – OVV
 - t. One Voice Wales September 2017 News Bulletin
 - u. Autumn Newsletter - South East Wales Regional Engagement Team
 - v. Draft Budget | Welsh Tax Policy Report | Rates and Bands - OVV
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16. The next Meeting of the Council will be the **Monthly Meeting on Monday 13th November 2017 at 7.00pm at Ponthir District Sports Club.**

17. **Photographs of New Councillors** – Cllr. Louise Ryan-Scales has forwarded her photograph to the Clerk. **(Action: Cllrs Paul Davies and Ian Danaher to forward their photographs to Clerk)**

Meeting Closed at 7.55pm

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Cysylltwch a ni ar y rhif ffôn neu drwy e-bost isod.

Telephone/ Ffôn: 07971948351

E-Mail/ E-bost: clerk@ponthircommunitycouncil.gov.uk