**PONTHIR COMMUNITY COUNCIL**

**CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting**

**14th October 2019**

**Held at Ponthir District Sports Association**

1. **Councillors Present:** CllrIain Glover (Chair),Cllr Paul Davies (Vice Chair),Cllr Stuart Bailey, Cllr Louise Ryan-Scales & Cllr Ian Danaher

**Members of Public Attending:** None

**Other Attendees:** None

**Clerk:** Karen Kerslake

1. **Apologies:** Cllrs Morgan Barrell, Peter Matthews
2. **Declarations of Interest:** 
   1. Cllr Paul Davies during the meeting in respect of agenda item 6a.
   2. Cllr Ryan-Scales informed the meeting that she was no longer a member of Friends of Ponthir School.
3. **Minutes of the meeting 9th July 2019 –** Minutes were proposed as a true record by Cllr Ian Danaher, seconded by Cllr Paul Davies.

1. **To consider matters raised by the members of the public present** (N.B. Such matters will be reported upon by the Clerk at the next meeting, where appropriate) -

**None raised.**

1. **To receive a police report** – **None Received from Gwent Police –** Clerk informed the meeting that due to a slight increase in crime within the area, Ponthir has been placed on the patrol diary for increased patrols by Gwent Police.
2. **Matters arising from the Monthly Meeting held on 9th September 2019**.
   1. Bath Trip – Cllr Ryan Scales – Cllr Scales stated that over half the seats were booked. Leaflets are to be printed at a cost of £15 to promote the remaining seats - Printing is to be done by Vice Chair, Paul Davies who took no part in the decision making process. Leaflets to be produced at cost and distributed by Council members. **Clerk to arrange distribution with Councillors. Cllr Scales to update at next meeting.**
   2. Community Garden – Cllr Bailey. – Received emails from Torfaen County Borough Council and Clerk has replied.- **Clerk to email again for next steps**
   3. Website/Social media updates – **Completed**
   4. Venue – future meetings – agreed to use Ponthir Baptist Church for future meetings at a cost of £10 per meeting. – **Clerk to confirm**
   5. Signatory for bank changed – **Completed**
   6. TCBC Removal of Glass/Reinforcement of fence around play area – Torfaen have confirmed glass has been removed, but fence is a Community Council responsibility - **Noted**
3. **Finance and Accounts**

Balance of Direct Plus Account as at 30th September 2019 £24,785.03 - **Noted**

a. **To Approve Payments Already Made - Approved**

i. Royal British Legion – Wreaths £34

ii, Keepings Coaches Deposit for Bath Trip - £50

b.. **To Approve Payments to be Made - Approved**

i. One Voice Wales – Clerk Training Session = £40

ii Wales Audit Office – Audit of Accounts 2018/19 = £162.43

iii. Acorn Garden Services – Autumn/Winter planting £430 (added at meeting)

iv. Contribution to Caerleon Comprehensive Presentation Prizes - £100 (added at meeting)

v. Invoice for the hire of Ponthir Community Hall for the Christmas Fete has been received. Amount of £65 agreed at July meeting. This has risen to £75.

c **To Note Standing Order/Direct Debit Payments**

* + 1. TCBC (Clerk’s Salary) on 20th October 2018
    2. SWALEC (Telephone Kiosk, Tram Lane) = £40.56 – **Clerk to check rate increase with supplier and options for tariff.**

1. To approve the quarterly bank reconciliation as at 30th June 2019 and 30th September 2019 – **Noted and Approved**
2. To note the Expenditure v Budget Report as at 30th September 2019.- **Noted**
3. **To approve the appointment of the council’s internal auditor** for the year ending 31st March 2020. – **Clerk to contact the 2018/19 Auditor.**
4. **New Contracts**

Approval given for repainting of phone box in Llanfrechfa. – **Cllr Davies to progress**

Check on defibrillator in phone box needed for power supply to ensure a constant charge – **Cllr Danaher/Cllr Davies**

1. **To review the Council’s subscriptions**. – To be reviewed at a later date.
2. **To discuss the arrangements for this year’s Christmas Tree Lighting Event**

No event but arrangements need to be made with Phil Mellon around cost and siting of the tree. Tree needs to be at least three feet taller – **Cllr Glover to progress**

Tree lights need to be reduced – **Cllr Davies to progress**

1. **Village tree planting** – Possible names of residents who would like to buy or plant a limited number of trees bought from Council funds.

Following discussion, it was decided that this may not be practical at the moment as tree debris is blocking the drains throughout Ponthir and Llanfrechfa. **Clerk to contact Torfaen County Borough Council re clearing of drains**

1. **Ideas for future projects and activity.**
   1. Social Isolation and loneliness – Newsletter to be produced - What’s on in Ponthir. – **Clerk to produce and circulate to council members**
   2. 2020 Playschemes – Enquiries to be made with nursery provision in the area to run these staffed by young people who are local to Ponthir and Llanfrechfa – **Clerk**
   3. Walking bus, Ponthir School – **Cllr Ryan-Scales will enquire if these are still used at Ponthir School**
2. **To Note the Following Planning Applications:**

AFOO/19/P/0574/HH - First floor extension/internal refurbishment, replace windows

and roof covering – Brooke Farm, Candwr Road, Ponthir - **Noted, no observations**

1. To review Community Council’s diary procedures for November/December 2019.

Remembrance Sunday, 10th November – Cllr Glover to attend Ponthir Baptiste Church/Cllr Davies to attend at Llanfrechfa – **Cllr Davies to confirm attendance**

1. **Consultations - Noted**
   1. Open Spaces Consultation TCBC (placed on Council website)
   2. Tackling Litter TCBC (placed on Council website)

17. **To note correspondence received – Noted**

**The date of the next Monthly Meeting of the Council will be Monday 11th November 2019 at 7.00 pm at Ponthir Baptist Church.**

Meeting Closed at 8.01 pm

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.

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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](mailto:clerk@ponthircommunitycouncil.gov.uk)