**PONTHIR COMMUNITY COUNCIL**

**CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting**

**9th September 2019**

**Held at Ponthir Church in Wales School**

(Please note the change of venue from Ponthir District Sports Club)

1. **Councillors Present:** Iain Glover (Chair),Paul Davies (Vice Chair),Stuart Bailey, Peter Matthews, Morgan Barrell, Louise Ryan-Scales & Ian Danaher

**Members of Public Attending:** Lynn, Keith and Cerys Rogers

**Other Attendees:** Morgan Stevens, Newport Transport

**Clerk:** Karen Kerslake

1. **Apologies:** None
2. **Declarations of Interest:** None
3. **Matters Raised by Members of the Public Present –** None Present
   1. Footpath at rear of The Orchard – email to Torfaen Cllr H Bevan – this is assumed to be completed as the area is on the grass cutting schedule for Torfaen CBC
   2. Grass cutting on verge outside of property – Phone call to Cllr S Bailey. Clerk contacted the relevant department in Torfaen CBC. At the time of the meeting no response had been forthcoming.
   3. Members of the public have contacted Council members after the accident involving the phone box. Glass to be removed from play area/explore the possibility of the play area fence being made more secure with TCBC – **Clerk to action**

Chair requested that more information for members of the public to contact Torfaen County Borough Council directly is put on Council website – **Clerk to action**

1. **Police Report –** No report received
2. The minutes of the meeting held on 8th July 2019 were approved and duly signed. Proposed by Cllr. Ryan Scales and seconded by Cllr.Barrell .
3. **Matters Arising from the Meeting held on 8th July 2019**
   1. **Rural Bus** **Services** – Newport Transport attended the meeting to update all present on proposals for bus services in Ponthir. Some changes to the operation of the bus are yet to be decided and these will include ticketing (use of credit/debit cards to pay). Update to be requested in early 2020 when the position of Newport Transport on the matter should be clearer. – **Clerk to Agenda**
   2. Newport Transport informed all present that digital bus stops fall under the Local Authority and any changes in respect of enhancing bus stops would come from Torfaen County Borough Council.
   3. **Christmas Shopping Trip** – Cllr Ryan Scales informed the meeting that she had contacted Phil Anslow Coaches and the cost would be around £500 plus £50 for parking. All present agreed that the cost of the trip to the public should remain at £10 per person. **Cllr Ryan Scales to update at the October meeting.**
   4. **Ponthir Playscheme** - Nothing further from Torfaen County Borough Council has been received in relation to the Playscheme
   5. **Hall Hire** – Christmas Fayre – **Cheque to be raised by Clerk when Hall invoice is presented**
   6. **Gwent Valleys Partnership** – Cllr Paul Davies advised that he had attended the last meeting of the Gwent Valleys Partnership – **Cllr Danaher to attend the next meeting.**
   7. **Community Gardens** – Cllr Bailey stated that no further action had been taken since the meeting with Torfaen County Borough Council. He did explain that the garden, once complete, will need some maintenance provided by residents, although Torfaen will still cut any grass in the area. It was agreed that given the low level of maintenance, the area could be kept at an acceptable standard by members of the committee/residents. **Further update from Cllr Bailey at the next meeting.**
   8. **Tree Removal –** Cllr Danaher informed those present that the trees had been removed in the area, however, not without property damage to one resident’s fence and garden. This will be covered by Torfaen County Borough Council insurance and is not a matter for Ponthir Community Council. However to expedite matters, the Clerk gave the email address of the Chief Officer for Neighbourhood Services, TCBC to Cllr Danaher to ensure that senior management at the council were aware of what had happened and also provide a point of contact for residents progressing claims. This information was given in the meeting. **– All to Note**
4. **Finance and Accounts**
5. Balance Direct Plus Account as at 31st August 2019 = £25,241.76
6. **To approve Cheques Already Paid – Noted and approved**
   1. TCBC Payroll Processing Services £66
   2. Internal Audit Services £100
7. **To Note Standing Order/Direct Debit Payments - Noted**
   1. Clerk’s Salary (20th August & 20th September)
   2. SWALEC (Telephone Kiosk, Tram Lane) = £7.88

d.. To approve signatories for the Council’s bank account and to change the correspondence address. – **Approved (I Glover/P Davies/K Kerslake) – Clerk to action**

e. To approve the ordering of a procurement card for the clerk – **Approved – Clerk to action**

f. Audit – Final Certificate – To note the comments on Audit which were all positive and accounts are in order. Certificate of Compliance received and details displayed on notice boards/website. – **Noted**

9. **To review Community Council’s diary procedures for September/October 2019.**

No procedures reported by Clerk. Change of venue may be necessary. Options at next meeting – **Clerk to contact Baptist Church/Cllr Glover to contact Ponthir Hall manager.**

10. **To Receive Reports /Updates**

a. All Saints Church – Mobile Booster Mast – Clerk outlined proposals for All Saints Church to apply for a mobile signal booster mast to be added to the church tower. This will give more coverage to Llanfrechfa and Ponthir. Awaiting decision from Church governing body.

b. Revised Model Financial Regulations – Clerk explained the changes which are small and relate to commissioning of some services - **Noted**

* + - * 1. **Planning Applications**
  1. Linwood – Notice of dismissal on appeal Ref 18/P/0763/FUL - **Noted**
  2. PDSA - New cricket nets practice area place a steel container on the

site of the existing nets to store building materials and

equipment clad with softwood T&G painted white. Ref 19/P/0479/FUL – **No Objections**

* 1. Byways – Creation of new vehicular access onto Caerleon Road Ref SHEN/19/P/0488/HH – **No Objections**
     + - 1. **Consultations**

Chair requested that the Torfaen Residents survey be promoted via social media and the Council website.- **Clerk to action**

* + - * 1. **To Note Correspondence Received**

**Noted**

**The date of the next Monthly Meeting of the Council will be Monday 14th October 2019 at 7.00 pm at Ponthir District Sports Club.**

Meeting Closed at 8.15 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.

Mae dogfen yma yn ar gael mewn gwefan ni [www.ponthircommunitycouncil.gov.uk](http://www.ponthircommunitycouncil.gov.uk) Mae copi or ddogfen hon ar gael yn Gymraeg.

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