**Ponthir Community Council**

**Minutes of the Meeting**

**10th February 2020**

**Held at Ponthir Baptist Church**

1. **Present:** Cllr Iain Glover (Chair), Cllr Stuart Bailey, Cllr Louise Ryan-Scales, Cllr Peter Matthews
	1. Clerk: Karen Kerslake
2. **Apologies:** Cllr Morgan Barrell, Cllr Ian Danaher, Cllr Paul Davies
3. **Declarations of Interest**
	1. None
4. **Presentation by Officers of Torfaen County Borough Council – Plans and proposed costs for Community Garden**
	1. Henrietta Lucas and a colleague gave an overview of the proposed structure of the Community Garden among this the following was discussed.
		1. Choices of planting
		2. Furniture
		3. Ongoing maintenance
		4. Costs
	2. Henrietta Lucas is to confirm future involvement by TCBC and forward plan with plant quantities. Henrietta will also forward all necessary paperwork from TCBC departments to allow the plans to be put in place.
	3. Further decisions on implementation will take place once costs are known. Tenders for the work will be invited from contractors as soon as documentation is received from TCBC.
	4. Clerk to advertise plans on the notice boards and website.
5. **Election of Chairperson for 2020/21**
	1. Cllr Glover is standing down as Chairperson and as a member of the council. All agreed that the Vice Chairperson, Cllr Paul Davies, should chair the next two meetings.
6. **To consider matters raised by members of the public present (N.B. Such matters will be reported upon by the clerk at the next meeting, where appropriate)**
	1. None present
7. **To receive a police report**
	1. Clerk informed the council that once again the area remains low in crime although one burglary had been committed in Candwr Park
8. **Approve the minutes of the last meeting**
	1. Proposed, Cllr Peter Matthews
	2. Seconded, Cllr Iain Glover
9. **Matters arising from last meeting**.
	1. Drains/Flooding – Lamb Cottage owner has been contacted by TCBC. Drain survey should have been carried out by time of meeting. Clerk to request a full update from Torfaen County Borough Council – drain survey not sent by TCBC as at date of meeting.
	2. Precept 2020/2021 – uplift of 1.5% - TCBC notified.
	3. Neighbourhood Watch Update –Clerk updated the meeting in relation to options for a Neighbourhood Watch scheme, similar to New Inn.
		1. Low level visibility, reporting suspicious vehicles etc and general unusual activity in the area. Could be done on line
		2. Higher visibility, involving checking on older/vulnerable persons and carrying out initial checks, patrols etc. This would involve work with Gwent police on a more formal basis and would necessitate taking out extra insurance, regular meetings etc.
	4. Newsletter by February meeting – Clerk has gathered quite a bit of information relating to activity and services in Ponthir, but is waiting for information on activity in the village hall.
	5. Confirmation of internal auditor – New auditor to be sourced. Clerk to contact a resident who may agree to undertake the audit.
	6. SWALEC – new rate to be negotiated in the spring when better offers may be available.
	7. Play scheme – Support for introduction of the summer play scheme run by Torfaen Play Service was agreed by all present. Cllr Huw Bevan has agreed to contribute to costs
	8. PDSC Drainage - Investigation into the possibility of match funding with the sports association, to enable repairs and replacement drainage at the club house – Cllr Glover to determine legal status of PDSC.
	9. Cllr Ryan-Scales noted that there was a small shortfall at the bank versus the expenditure incurred by the council. This may be correct but Cllr Ryan-Scales will investigate.
	10. Proposed Changes to Caerleon School Catchment Area – Clerk confirmed correspondence had been sent to local council, AM for Torfaen, David Davies MP and Wellbeing of Future Generations commissioner.
10. **Grant Enquiry**
	1. Enquiry received from a charity supported by ABuHB. Clerk to circulate.
11. **Finance and Accounts**
	1. Balance at bank – Noted
	2. To note standing orders/direct debits – Noted
	3. Cheques paid – Noted
	4. Quarterly accounts – Agreed and noted.
	5. Barclaycard – Has now been cancelled. New account to be applied for (Clerk to action).
12. **Planning Applications**
	1. Rothery, planned cuts to trees – all noted, no objections
13. **Consultations**
	1. Noted
14. **Diary procedures for March**
	1. Budgets for 2020/2021 to be set
	2. Review of internal controls/governance – Clerk to send links via email for consideration prior to March 2020 meeting.
	3. Review of asset register – to be circulated via email
	4. Insurance renewal
	5. Any other reviews as a result of the above.
15. **To Note Correspondence Received** – Noted

**The date of the next Monthly Meeting of the Council will be Monday 9 th March 2020 at 7.00 pm at Ponthir Baptist Church.**

Meeting Closed at 7:50 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.

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

Telephone/ Ffôn: 07971948351 E-Mail/ E-bost: clerk@ponthircommunitycouncil.gov.uk