**Ponthir Community Council**

**Minutes of the Meeting**

**Held on 9th May 2023**

PSCC School Close, Ponthir

@ 7pm

1. **Present:**  Cllr I Danaher (Chair), Cllr S Bailey, Cllr M Leighton. Cllr L Ryan-Scales.

 **Also present: Clerk to the Council** Mrs C Danaher. Mr D Leech TCBC.

1. **Apologies:** Cllr P Matthews, Cllr L Morgan.
2. **Declarations of Interest:**  None.
3. **TCBC Matters:**  Council welcomed Dave Leech to the meeting, and he gave an update about the TCBC Communities Initiative Strategy. DL promised to share this data with Council. **Action: -** DL to email information to the Clerk for distribution and discussion.
4. **To approve the minutes of the previous meeting** – 3rd April 2023.

Proposed - Cllr Bailey.

Seconded – Cllr Leighton.

Minutes were signed and dated by Chair, as an accurate record of the meeting.

1. **Matters arising.**
	1. **Council Procedures –** The Clerkconfirmed that the review of policies was still ongoing. One Voice Wales have still not confirmed policy updates, and Council agreed to hear from them, before taking the review of our policies any further. **Action: -** Clerk to update members on progress at the next meeting.
	2. **Training –** InCllr Morgan’s absence, the Chair confirmed he had undertaken two training courses since the last meeting. Cllr Morgan has also completed two, with Cllr Leighton booked on one for 15th May. Cllr Ryan Scales agreed to book a Code of Conduct course as soon as she was able to. **Action:** Cllr Morgan to update on training plan at the next meeting.
	3. **Community Council Events –** The Clerk attended a recent meeting of Community Council Clerks at Pontypool. The Clerk is hopeful that these meetings will continue quarterly, to share best practice and update knowledge. The Clerk also confirmed she and Cllr Morgan will be attending a Blaenavon CC meeting at the end of May.
	4. **Newsletter -** The Clerk confirmed that the photographic competition had been won by a year six pupil at Ponthir Primary School and that she would be presenting him with his prize tomorrow evening. Articles have been slowly coming in, so hopefully we can print as soon as possible. **Action:** Clerk to update Council at the next meeting.
	5. **Park Fence Update –** Cllr Leighton confirmed that she is waiting for further news from Cllr K Gauden. **Action: -** Ongoing.
	6. **Christmas Fair –** Cllr Leighton confirmed plans were going well and that she wanted to produce advertising flyers. The Council agreed to a sum of £45 to print these, in A5 size, from our usual printer, Paul Davies. Ponthir Primary School will be running a Summer Fete on July 8th. **Action: -** Cllr Leighton to update at the next meeting.
	7. **Memorial Stone Update –** Clerk and Chair have visited Herbert’s twice, to discuss the stone and its progress. It is now back with them but has no Community Council acknowledgement on it. Councilors felt it should have something on it to acknowledge who has purchased it on behalf of the village. **Action: -** Clerk to obtain cost from Herbert’s for additional lettering.
2. **To consider matters raised by members of the Public.** Ponthir residents, Mr. Williams and Mr. Bubella joined the meeting to discuss the ongoing gas and internet update work and question the Council involvement in the plans for the PSCC new clubhouse. The Council has followed its planning process for PSCC, and this was shared with the residents. **Action: -** Clerk to obtain further information about the gas and internet upgrades and pass them on to Mr. Williams.
3. **To consider and discuss items.**
4. **Clerks Hours –** Cllr Bailey proposed the Council pay the overtime owed to the Clerk for the additional work she has done since she took over in November 2022. Cllr Leighton and Cllr Ryan Scales proposed the Council increase the Clerk Hours to 15 hours per week in line with other Councils of the same size, with a review in November.
5. **Civility and Respect Pledge -** The Clerk shared examples of what other Councils have done following their adoption of the Civility and Respect Pledge. The Council passed a resolution to sign up to the Civility and Respect Pledge. **Action: -** Clerk to update on progress at the next meeting.
6. **Terms of Reference Review TCBC –** Following on from Caroline Genever-Jones presentation at the last meeting, Council has now received the Consultation document which outlines changes which could threaten the existence of Ponthir CC. Chair and Clerk will reply on behalf of the Council, by the deadline and Clerk will update on progress at the next meeting.
7. **Planters –** Friends of Llanfrechfa Walled Garden will start working on the 2023 planters this coming weekend, with a planting day of 28th May planned. Councilors agreed to find “waterers” for the planters, as it would not look good if this charity initiative failed, due to lack of watering. **Action: -** All members to help with this project.Clerk to provide up to date list to Councilors, so planter watering can be allocated.
8. **Councilor allowances 23/24-** If Members do not wish to receive their allowance this year, they **MUST** email the Clerk to confirm this. If not received, Councilors will be asked for their bank details for these payments to be made. **Action:** All Councilors to action
9. **Retrospective Acceptance of Declaration of Office.** These need to be completed and will be sent to Councillors shortly and returned to the Clerk at our June meeting.
10. **Sign off Audit 22/23 –** Internal auditor has now completed our audit, which has been signed by Cllr Morgan. **Action: -** Clerk to finalise information for Audit Wales and await their further instructions.
11. **Finance and Accounts -** Balances and all transactions noted.
12. **Planning Applications –** None.
13. **Any other business –** Email received from Cllr Barrell today, informingCouncil that due to increased work commitments, he has resigned with immediate effect. **Action: -** Clerk to email Cllr Barrell thanking him for his long service, and to contact TCBC for instructions to advertise the vacancy.
14. **Correspondence -** Noted
15. **The date of the next Meeting is Monday 12th June 2023 at 7pm. Venue PSCC School Close Ponthir.**
16. Meeting Closed at 8.54 pm.
17. This document is available on our website [www.ponthircommunitycouncil.gov.uk](http://www.ponthircommunitycouncil.gov.uk)
18. A copy of this document could be made available in Welsh. Please contact us on the telephone number or e-mail below.
19. 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.
20. Cysylltwch a ni ar y rhif ffôn neu drwy e-bost isod.
21. Telephone/ Ffôn: 07454 988250 E-Mail/ E-bost: clerk@ponthircommunitycouncil.gov.uk