**Ponthir Community Council**

**Minutes of the Meeting**

**Held on 13th November 2023**

PSCC School Close, Ponthir

@ 7pm

1. **Present:**  Cllr I Danaher (Chair) Cllr P Matthews, Cllr P Buffery and Cllr L Morgan (Joined online)

 **2. Also present: Clerk to the Council -** Mrs C Danaher. PCSO P Walker, D Leech **TCBC**, Mr R Llewellyn and

 Mr and Mrs P Norton (**Residents**)

  **3. Apologies:** Cllr Bailey, Cllr L Ryan-Scales and Cllr M Leighton. – Apologies accepted, proposed Cllr

 Danaher, seconded Cllr Matthews.

**4. Declarations of Interest:**  Cllr Buffrey, PSCC planning application.

**5.To consider matters raised by members of the Public: PSCC** Planning application, (Cllr Buffery left the meeting for this item) Several issues were raised regarding the revised SUDS element of the planning application. **Action: -** Clerk to contact TCBC planning / direct drainage team and PSCC in this regard. (Mr and Mrs. Norton left, and Cllr Buffery rejoined the meeting). **TCBC** D Leech outlined that there must be better communication between TCBC and Community Councils in general. Key decisions will cascade into bullet points for all Community Councils, with category B and C decisions to be investigated later. Members felt that receiving key decisions from TCBC was the main communication priority. This should create the desired positive outcomes for residents. **PCSO Walker** was delighted to return to our meeting after a long absence due to Covid and other circumstances. He updated members on current minor police matters in Ponthir and will arrange for a Cyber Crime talk in the village shortly. He outlined the role of cadets and hopes to utilise their time in village activities too. He agreed to produce crime statistics on a quarterly basis. Suggestions for a crime prevention leaflet drop and a Police surgery were also discussed**. Action: -** Clerk to invite PCSO Walker to our February meeting.

**6.To approve the minutes of the previous meeting** – 9th October 2023.

Proposed - Cllr Matthews

Seconded – Cllr Buffery

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

1. **Matters arising.**
	1. **Bio-Diversity Plan –** M**e**mbers requested deferment until the January meeting, due to ongoing discussions with residents of Candwr Park and Oaklands. **Action-** Clerk to agenda for the January Council meeting.
	2. **Training –** Cllr Matthews confirmed he is booked on his Code of Conduct course later in the month. Any further training will now take place in the next fiscal year. The Clerk confirmed receipt of all up-to-date courses attended from One Voice Wales.
	3. **Christmas Fayre-** Cllr Leighton has confirmed we now have a waiting list for stalls. Pop up banners have been purchased to be used at the Fayre. Cllr Buffery questioned payment for hiring of the hall. **Action: -** Clerk to speak to Cllr Leighton on this matter.
	4. **Christmas Trees and Lights –** Clerk confirmed she has spoken to both Chris Mellen and Enerveo. Both trees and lights will be in place in time for the Fayre on 26th November.
	5. **RLDP -** Cllr Matthews asked for more time to complete the review. **Action: -** Clerk to agenda for the December meeting.
	6. **Defib Course -** Clerk confirmed a three month wait for the free courses. **Action: -** Clerk to chase for an update.
	7. **Table Tennis Club –** Clerk has explored without success, finding someone to take this on. Members discussed other alternatives and it was decided to re-look at this when our next newsletter is to be published.
	8. **Quarterly Bank Reconciliation –** Cllr Matthews checked and signed all required statements.

**8. To consider and discuss items.**

* 1. **Code of Conduct –** The Clerkreminded all members of their individual and collective requirements under the Code of Conduct in their role as a Councilor. Email protocol were discussed too. **Action: -** Clerk to circulate both documents to all Councilors. Email protocol to be added to the agenda for our December meeting.
	2. **Newsletter-** Members agreed for a possible change of format, to be formalised at a separate budget meeting to be held in January.
	3. **Pathways and Crossings –** TCBC have confirmed they have no budget for these improvements. A request by a member of the public regarding dropped kerbs for wheelchair and scooter users has been passed to Cllr Gauden who has communicated with this resident before.
	4. **Conflict of Interest –** Clerk has obtained advice from the Legal Department at TCBC in this regard, and their reply is held in our records.

**9. Finance and Accounts -** Balances and all transactions noted.

 **10. Planning Applications – New building to accommodate Community hub/club, construction of**

 **car park and delivery area at Sports Pavilion, School Close, Ponthir.**

 Please see item 5 above.

 **11. Correspondence -** Noted

 **11. Committee Reports**

 **a. Ponthir CIW Primary School**. – No report.

 **b. Torfaen County Association of Local Councils.** – Cllr Morgan attended and gave an update.

 **c. Gwent Valleys Partnership. -** No report.

 **d. Ponthir Village Hall. –** Hall is busier running up to Christmas, which is encouraging.

 **e. PSCC –** Revised plans have been submitted for a one-story building plus a car park.

 **f.** **Mick Morris Memorial Sporting Trust-** No report

 **The date of the next Meeting is Monday 11th December at 7pm. Venue to be confirmed.**

 Meeting Closed at 9.00pm

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**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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