**Ponthir Community Council**

**Minutes of the Meeting**

**Held on 12th February 2024**

Ponthir Village Hall

@ 7pm

1. **Present:**  Cllr I Danaher (Chair), Cllr P Buffery, Cllr L Morgan (Joined online), Cllr L Ryan-Scales, Cllr M Leighton, and Cllr P Matthews.
2. **Also present: Clerk to the Council -** Mrs C Danaher

 **3. Apologies:** None.

 **4. Declarations of Interest:**  Cllr Danaher Clerk Contract.

 **5. To consider matters raised by members of the Public.**

None

 **6. To approve the minutes of the previous meeting** – 15th January 2024.

Proposed - Cllr Matthews

Seconded – Cllr Leighton

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

1. **Matters arising.**
	1. **Defib Course –** Cllr Buffery provided information on free courses run by TCBC, now shared by Clerk on FB. He is now looking at getting a quote for a bespoke session for PVH. It has also come to light that the defib in Lower Llanfrechfa is not registered. **Action: -** Clerk to contact Elizabeth Pead who is guardian of this defib.
	2. **Email protocol –** OnlyCllr Leighton left to provide new email address. All new email addresses from members now posted on our website by the Clerk. **Action: -** Cllr Leighton to complete.
	3. **Precept and Budget formal ratification –** Both have now been formally adopted for 2024/25 by the Council. Following two years of no increase, Council felt that the following increase will allow for the continuation of village initiatives including Poppies, Christmas trees and lights and grants to local clubs and societies. The precept will increase by £7,497.00 resulting in an annual precept of £26,937.00. This is based on 738 (number of properties) x £36.50 (band D precept) = £26,937.00 The Clerk also confirmed that we should aim to keep 50% in reserves as outlined in the Governance and Financial Management Document published jointly by SLCC and OVW. The council agreed that in future years, our precept increase should mirror increase to Council Tax by TCBC. The council must always consider its Risk Register to ensure that no unforeseen expenses are incurred. Proposed by Cllr Danaher, seconded Cllr Morgan.
	4. **Dedication Ceremony –** Program for the event was circulated to Councilors. Cllrs Morgan, Matthews, Ryan Scales and Danaher confirmed they will be attending. The Clerk asked if James Matthews would be willing to act as photographer. Cllr Mathews to confirm.
	5. **Planters –** Council were happy to undertake the planting this summer, with support from Myf Bowen of Lower Llanfrechfa. Cllrs Mathews and Ryan - Scales confirmed that they would clear out the remaining planers as soon as possible. **Action: -** Clerk to contact Myf.
	6. **Clerks Contract –** Clerk and Chair left the room. Clerks contract confirmed. Proposed Cllr Matthews, seconded Cllr Morgan. Ratified by Cllrs Buffery, Leighton, and Ryan - Scales. **Action: -** Clerk to confirm to Cllr Morgan that she is happy to continue in the role. Chair returned to the meeting.

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

* 1. **Election 2024 –** Chair confirmed that our vacancy has now been advertised both by ourselves and TCBC. The final date for nominations is 29th February 2024.
	2. **Quarterly bank reconciliation –** Signed by Cllr Matthews.
	3. **Full Audit –** Members were reminded that we will have a full audit in the spring.

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

 **10. Planning Applications –** None

 **11. Correspondence -** Noted

 **12. Committee Reports**

**Ponthir CIW Primary School**. – No meeting.

**Torfaen County Association of Local Councils.** – Minutes have been circulated.

**Gwent Valleys Partnership. -** No meeting.

**Ponthir Village Hall. –** New doors due to be fitted any day. Defib now located outside which is excellent news. The heating has been repaired. Some price increases have been implemented for the bar and room hire. The hall will be hosting the TVA AGM on 1st March 2024.

**PSCC –** Club on plan to re-open April 2024.

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

 **The date of the next Meeting is Monday 11th March 2024 at Ponthir Village Hall.**

 Meeting Closed at 8.15pm **These minutes were completed by the Clerk up to point 7e and by the Chair for the remaining points.**

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

**Telephone/ Ffôn: 07454 988250 E-Mail/ E-bost:** **clerk@ponthircommunitycouncil.gov.uk**