

## Ponthir Community Council

### Minutes of Meeting

Held on 13<sup>th</sup> January 2025 at Ponthir Village Hall at 7pm

Present: Cllr I Danaher, Cllr P Matthews, Cllr P Buffery, Cllr R Morgan and Cllr A Lang

Also present: Clerk to the Council – Mrs C Danaher

1. **Apologies:** Cllr M Leighton and Cllr L Ryan-Scales – apologies accepted, proposed Cllr Danaher, seconded by Cllr Matthews.
2. **Declaration of interest:** None
3. **To consider matters raised by members of the public:** None
4. **To approve the minutes of the meeting held on 11<sup>th</sup> November 2024:** Proposed Cllr Morgan, seconded by Cllr Lang. Minutes were signed and dated by the Chair as an accurate record of the meeting.
5. **Guests:** TCBC Community Connector Joel Cantello did not attend the meeting. Drive for 5 Meeting with village stakeholders at 6pm was attended by representatives of Ponthir Baptist Church, All Saints Church, Ponthir School, PSCC and Ponthir Village Hall. Clare and Tom from Torfaen Voluntary Alliance were present to support this meeting and to provide ideas. Further meeting to be held in the Spring with possibility of a village event in the Summer supported by all stakeholders.
6. **Matters arising:**
  - a. **Audit and Bank Forms:** Clerk was pleased to confirm that the Full Audit for 23/24 had been passed. Bank forms have not been submitted by Cllr Leighton. Cllr Buffery offered to become a signatory, if necessary, but it was agreed to agenda for February. **Action:** Cllr Leighton to give up date on bank forms at February meeting.
  - b. **Planters:** Cllr Lang and Cllr Matthews agreed to move the planter from School Close as soon as possible. It was agreed to order the bedding plants from the nursery and for Councillors to plant as we did last year. It was decided that there was no need to paint the planters this year. **Action:** Clerk to contact the nursery and order the plants. Cllrs Matthews and Lang to move the planter from School Close to Lamb Lane bus stop.
  - c. **Precept and Budget 25/26:** After much discussion it was agreed to increase the precept by 5% for year 25/26. A 5% increase on total precept of £26,937.00 amounts to £1,346.85 taking the total precept to £28,283.85. This would equate to an individual precept of £38.48 (28,283.85 divided by 735). Precept increase of 5%, proposed by Cllr Buffery, seconded by Cllr Lang. The budget figures for 25/26 had been circulated to all Councillors prior to the meeting. It was decided to merge grants and community, and election would now be known as election reserves. Clerk muted the idea of maybe opening a deposit account and Councillors thought this was a good idea in principle. The budget was agreed, proposed by Cllr Danaher, seconded by Cllr Morgan. **Action:** Cllr Lang to amend the necessary headings on the budget document for the Clerk. Clerk to contact the Co-op and enquire about deposit accounts.
  - d. **Charter between TCBC and Community Councils of Torfaen:** Meeting arranged by Cwmbran CC to discuss this was cancelled before Christmas and has yet to be rearranged. Cllr Morgan will be attending the Local Council Partnership meeting on 16<sup>th</sup> January where this will be discussed.
  - e. **Drains and School Close parking:** Work on drainage in School Close has resulted in another drain being put in, which will hopefully help this area. The gullies have also been cleaned out. The Clerk reported on progress regarding the consultation on parking in School Close which ended on 15<sup>th</sup> November. Dave Manning from TCBC confirmed that they are currently working on a report, as objections were raised. In terms of proposals for School Close, they will be reviewing them and changing them slightly, however this is

reliant upon further consultation and design work. The restrictions that have been proposed will not be included in TCBC's next Traffic Order amendment

7. **To consider and discuss items:**

- a. **Flood Plan:** The Chair met with TCBC and there is now information with links regarding flooding and power cuts on our website. There is also information in the village notice boards.
- b. **Spectrum Mapping Licence:** Clerk confirmed that she had now received the licence from TCBC to allow her to access this service when needed.
- c. **Cwmbran Town Board:** Cllr Bird from Cwmbran CC will be at our next meeting to update us on progress with this. Clerk circulated information prior to the meeting regarding this.
- d. **Torfaen Community Transport:** Clerk confirmed that our representative on this is Cllr Buffery who will attend the next meeting on our behalf.
- e. **Biodiversity:** Clerk has not received any information from PSCC and VH despite chasing.  
**Action:** Cllr Buffery to provide information on behalf of the VH by our February meeting. Cllr Leighton to make enquiries with the PSCC.
- f. **Quarterly Figures:** Cllr Matthews signed the quarterly figures for October, November and December 2024.
- g. **Digital Health Report:** Clerk updated Councillors on the digital health report received from One Voice Wales. The report confirmed that Ponthir CC demonstrates a high standard of digital maturity, and it ensures compliance with expectations as set out by legislation. Clerk confirmed that a hard drive has been purchased as an extra back up to the Cloud as suggested by One Voice Wales
- h. **Boundary Changes:** As a result of the Community Review, the Clerk confirmed the recommended changes has been approved by the task and finish group, so as it stands Ponthir will take over the whole of Llanfrechfa and will be called Ponthir and Llanfrechfa Community Council. This still must be approved by Council and Local Government Democracy and Boundary Commission. If approved the changes will be implemented for the 2027 elections. Caroline Genever-Jones will be attending our meeting in March.  
**Action:** Councillors are to come up with questions regarding this proposed change for our meeting in March with CGJ.
- i. **Gwent Archives:** Clerk has gone through all the filing cabinets. It was agreed that we arrange for a company to shred all the correspondence that we no longer must keep.  
**Action:** Clerk to arrange for shredding to be carried out.
- j. **Training Plan:** From April the Clerk will circulate training dates and a training plan needs to be put in place for the new financial year. Any training undertaken would then be cascaded to all Councillors.
- k. **Drive for Five:** Following the meeting with the stakeholders, our five aims for the year will be: - Stakeholders, Training, Elderly residents, Youth Councillor and Communication Hub.
- l. **Caerleon Road drains:** Cllr Lang circulated photographs that he had taken of blocked drains in the village. **Action:** Cllr Lang to email the Clerk with all the necessary information and photographs so that Clerk can contact TCBC.

8. **Finance and Accounts:** balance and all transactions noted.

9. **Planning:** all planning and appeal notices circulated prior to the meeting and no comments were noted.

10. **Committee Reports:**

**Ponthir Church in Wales Primary School:** No report as Cllr Ryan-Scales not present.

**Torfaen Community Trust:** No meeting held.

**Gwent Valleys Partnership:** The next meeting is January 21<sup>st</sup>.

**Ponthir Village Hall:** Grants have been received of £160,000 which need to be spent by the end of March. The hall now has a 3 Phase Power supply and scaffolding has gone up recently for the installation of solar panels. Other projects are decorating the hall and rooms, improved lighting and stage and bar update. A community meeting is also planned.

**PSCC:** No report as Cllr Leighton not present.

**Mick Morris Memorial Sporting Trust:** Cllr Ryan-Scales to report on their meeting in December at our February meeting.

**Local Council Partnership Committee:** The next meeting is January 16<sup>th</sup>.

**Chair's Report:** Chair summarised what events he had supported in the last two months. Judge at TVA Awards Dinner, PSCC AGM, Trustee meetings at Ponthir village hall, helped out at PSCC Fireworks display, attended Croesyceiliog and Llanyrafon Grant Awards evening, meeting with TCBC re flooding and power cuts, attended village carol service, visited village warm hub and met with Aneurin Bevan Health engagement team at the community café at PSCC.

**The date of the next meeting is Monday 10<sup>th</sup> February at 7pm in Ponthir Village Hall.**

**Meeting closed at 20:20**

**This document is available on our website.**

**A copy of this document can be made available in Welsh.**

**Please contact the Clerk on 07454 988250 or email  
clerk@ponthircommunitycouncil.gov.uk**