



**DRAFT Unapproved Minutes of the Policy and Resources Committee Meeting Wednesday 24<sup>th</sup> June 2026**

Present in person: Councillors J Davies; R Carroll; Y Price; M Ingram-Jones.

Present online: Councillor H Llewellyn; C Andrews

Also in Attendance: Mrs H Williams (Town Clerk).

Meeting Chairperson: Councillor R Carroll

To receive Apologies for Absence.

Councillor C Bissex-Foster (away); Councillor P Collins (away).

To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.

No declarations made.

Press and Public Participation Session.

No enquiries.

1. To receive, approve and sign Minutes of the last meeting 29<sup>th</sup> April 2026.

Councillor Y Price moved, Councillor J Davies seconded.

**Resolved to approve and sign the minutes.**

2. To review and approve bank reconciliations for 1<sup>st</sup> May and 1<sup>st</sup> June 2026 and the payment list to date.

Councillor Llewellyn joined the meeting at this point.

Members reviewed both bank reconciliations noting the unrepresented receipt into CCLA bank which was due to the date of the bank statement on the 1<sup>st</sup> May reconciliation and that this was showing on the 1<sup>st</sup> June 2026 statement as expected.

The payments lists were reviewed and approved.

**Resolved to approve both bank reconciliations and payments lists noting expenditure of £6109.56 (May 2026) and £36180.83 (June 2026).**

3. To discuss promotion of the Community Grant Scheme.

Members discussed the lack of applications to date to the 2026-27 Community Grant Scheme.

**Resolved to instruct the clerk to produce and distribute a new promotional notice for use by Members and to revisit the website promotion and email to mailing list.**

4. To consider a request for financial support from Aberbargoed Buds football club.

Members discussed appropriate ways of supporting such organisations that are currently experiencing financial pressures.

**Resolved to instruct the clerk to advise the Town Council will not move forward with sponsorship but will be happy to accept an application to the Community Grant scheme to support with kit and equipment needs or other project activities.**

5. To receive and note the following information from the Clerk:

5.1 Changes to Pension Contributions During Authorised Unpaid Leave and Child-Related Leave.

Members reviewed the guidance. The clerk advised of training with LGPS in July 2026, but that having reviewed the available guidance documents to date the recommendation is to seek guidance from the pension administration team at Torfaen County Borough Council upon each specific circumstance as it arises with any future employees to ensure appropriate handling of the situation.

5.2 Changes to AVC providers.

Noted.

5.3 August & September payroll arrangements.

The clerk advised that both Councillor Davies and Councillor M Ingram-Jones have agreed to coming into the office one day in August and in September to carry out payroll duties. The committee thanked both Members.

6 To review, edit and re-adopt the following policies:

6.1 Disciplinary.

6.2 Grievance.

6.3 Appraisal.

6.4 Retention and Disposal.

**Resolved to approve edits and re-adopt all four policies.**

7 To consider, edit and adopt the following NEW documents:

7.2 Internal information and protocols for staff.

Members reviewed the information and advised of nothing further to add.

7.3 Retirement Policy

**Resolved to approve the policy.**

8 To discuss Autumn training for staff and consider Member involvement.

**Resolved to approve the clerk making arrangements for staff training with no Member involvement.**

9 To note the following planning applications:

26/0242/HH – 11 Marsh Court, Aberbargoed CF819BF – garage extension and first floor addition.

26/0278/HH – 56 Heolddu Road, Bargoed CF818RQ – erect a garage.

26/0385/FULL – Land at Ty Fry Farm Heol-Y-Bedw-Hirion – construction of a drainage bund to 1mtr.

No objections – neighbours views encouraged.

Noted.

The Chair thanked Members closed the meeting at 16.10pm.