

# NANTYGLO & BLAINA TOWN COUNCIL CYNGOR TREF NANT-Y-GLO A BLAENAU

Mrs T Hughes - Town Clerk/RFO

Council Offices, Blaina Institute, High Street, Blaina NP13 3BN  
Swyddfa'r Cyngor, Sefydliad Blaenau, Y Stryd Fawr, Blaenau NP13 3BN

Tel: 01495 292817 e-mail: [clerk@nantygloandblainatc.co.uk](mailto:clerk@nantygloandblainatc.co.uk)

Dear Member,

You are summoned to attend a hybrid meeting of the Finance and General Purposes Committee at the Council Chamber, Blaina Institute, High Street, Blaina to commence following the Planning & Highways Committee meeting **on Tuesday 10<sup>th</sup> September 2024.**

If any member of the public wishes to attend the meeting remotely, please contact the Town Clerk at the above e-mail or phone by 3pm on 10<sup>th</sup> September 2024 for details of how to access the meeting.

Yours sincerely



Town Clerk

**A meeting to which members of the public are entitled to attend.**

## AGENDA

### Declaration of Interest

Members are invited to declare matters of interest either at the beginning or at any time during the proceedings. Members are reminded that all declarations must be recorded in the book provided.

#### 1. Apologies for absence:

Members are invited to consider the apologies for absence and to formally resolve to accept.

#### 2. Questions from the Public:

To receive any questions from the public regarding matters itemised on the agenda (limited to 10 minutes total).

#### 3. Correspondence:

Members are invited to consider the listed correspondence, plus with the Chairman's permission, any urgent information that may be received prior to the date of the meeting.

- a) Blaenau Gwent County Borough Council – (for consideration & information- copies attached)
- i Email requesting access to all areas of the Town Council Offices (and all areas of the Institute) to ensure statutory testing can be carried out. Additionally, BCIL have also

requested that a key and the door codes be provided in case of an emergency within the building and to ensure that the offices can be regularly cleaned as per the existing lease agreement. Members are advised that the Town Council's insurers have confirmed that the Town Council's insurance policy allows for this.

- ii Email and information re: Community Energy Opportunity.
- b) One Voice Wales – (for information & consideration – copies attached):
- i Innovative Practice Conference Report for 2024.

- ii OVW National Conference – 16<sup>th</sup> October 2024.

- c) Blaenau Gwent Foodbank – (for information – copy attached):

E-mail thanking the Town Council for the donation made in June 2024 and also information in respect of the number of people etc, helped within Nantyglo & Blaina. A phone conversation with Wayne Evans (BG Foodbank) further informed that the figures provided meant that each person assisted received 3 meals per day at a cost of £1.50 per meal. Wayne Evans also informed that BG Foodbank was receiving fewer donations as a result of the ongoing cost of living crisis and so the donation was still very much appreciated.

- d) Audit Wales (for information – copy attached):

Report re: Community & Town Council Audits 2022/23 – key themes & lessons learned.

- e) Wales Air Ambulance Charity (for information – copy attached):

Thank you letter & conformation of receipt of amount raised by the Mayoral Appeal of the late Town Mayor, Councillor Keith Jenkins.

#### 4. **S.137 donations (Local Government Act 1972 & Well-being of Future Generations (Wales) Act 2015:**

As previously resolved, Members are invited to consider making further financial donations to Blaenau Gwent Foodbank to assist residents of Nantyglo and Blaina for the month of September 2024.

#### 5. **Application to the Community Grant Fund:**

Members are invited to consider the listed application(s), plus with the Chairman's permission any additional applications that may be received prior to the date of the meeting. Members are also reminded that applications will need to be considered in conjunction with the current policy.

- a) *None received to date*

#### 6. **Salem Chapel:**

Members are invited to consider the attached inspection report:

- July 2024 (copy attached).
- August 2024 (copy attached)

**Tracy**

**From:** Dawes, Lynne <Lynne.Dawes@blaenau-gwent.gov.uk>  
**Sent:** 09 August 2024 09:20  
**To:** BCI- Admin  
**Cc:** Dawes, Lynne  
**Subject:** Asbestos Management Surveys access requirements

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning,

For those of you who do not know me I am the Assistant Technical Officer for Blaenau Gwent. My role in BG is to ensure all statutory testing for the properties is kept up to date with H&S legislation. As B.C.I.L. holds the lease to the Institute from BG my dealings are mainly with this group.

That said, I am writing to you all to advise I am arranging for an Asbestos Management Survey to be carried out at the Institute. For this B.C.I.L. will give Enquin (the 3<sup>rd</sup> party contractor to carry out this survey) access to all areas within the building. As you all rent a part of the building, could you please give Julie access to your areas? This would include keys for locked doors. Key codes for doors that have these, along with any other access information she will need.

To carry out this survey all areas of the building will need to be accessed. Therefore, no locked doors, cupboards, or blocked-off accesses should be present. Every inch of the building needs to be accessible for the inspection during this visit.

I would appreciate your cooperation with this request.

If you have any questions please feel free to contact me to discuss.

Best Regards | *Cofion Gorau*

**Lynne Dawes**

Assistant Technical Officer | *Swyddog Technegol Cynorthwyol*

 **Phone / Ffôn:** 07968 543277

 **Email / E-Bost:** [lynne.dawes@blaenau-gwent.gov.uk](mailto:lynne.dawes@blaenau-gwent.gov.uk)

*Blaenau Gwent County Borough Council | Cyngor Bwrdeisdref Sirol Blaenau Gwent  
 Energy Centre, Lime Avenue, Ebbw Vale | Canolfan Ynni, Rhodfa Calch, Glyn Ebbwy NP23 6GL*

**Website:** <https://www.blaenau-gwent.gov.uk/en/home/>

**Twitter:** <http://www.twitter.com/blaenauqwentcbc>

**Facebook:** <http://www.facebook.com/blaenauqwentcbc>

*Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.*

*The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.*

*Blaenau Gwent – lle sy'n deg, agored a chroesawgar i bawb drwy weitho gyda a thros ein cymunedau  
 Blaenau Gwent – a place that is fair, open, and welcoming to all by working with and for our communities*

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg

**Tracy**

---

**From:** Wheelock, Daniel <Daniel.Wheelock@blaenau-gwent.gov.uk>  
**Sent:** 22 August 2024 11:59  
**To:** Claire Price (tredegartc@btconnect.com); clerk@abertilleryandllanhilleth-wcc.gov.uk; clerk@brynmawrtc.co.uk; Clerk  
**Cc:** Arnold, David; Parker, Andrew  
**Subject:** Community Energy Opportunity  
**Attachments:** Energy\_Learning\_Network\_information\_for\_local\_councils.pdf

Hi All

As mentioned in the meeting this morning attached is info about opportunity for town and community councils to join lottery funded Energy Learning Network to support local community energy projects.

As I said if any of your councils would be interested in pursuing this opportunity, we would be happy to support in any way we can off the back of recently adopted Local Area Energy Plan. Certainly, initially if there is any info you need to support an initial expression of interest then get in touch.

Thanks

Daniel

**Daniel Wheelock**

**Policy Officer / Swyddog Polisi**

Email/Ebost: [daniel.wheelock@blaenau-gwent.gov.uk](mailto:daniel.wheelock@blaenau-gwent.gov.uk)

Blaenau Gwent County Borough Council, The General Offices, Steelworks Road, Ebbw Vale NP23 6DN

Cyngor Bwrdeistref Sirol Blaenau Gwent, Y Swyddfeydd Cyffredinol, Glynebwy, NP23 6DN

Website: <https://www.blaenau-gwent.gov.uk/en/home/>

Gwefan: <https://www.blaenau-gwent.gov.uk/cy/hafan/>

Twitter/Trydar: <http://www.twitter.com/blaenauqwentcbc>

Facebook: <http://www.facebook.com/blaenauqwentcbc>

*Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.*

*The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.*

*Blaenau Gwent – lle sy'n deg, agored a chroesawgar i bawb drwy weitho gyda a thros ein cymunedau  
Blaenau Gwent – a place that is fair, open and welcoming to all by working with and for our communities*

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn

# Energy Learning Network

Supporting local councils as enablers of community energy

Join an exciting opportunity to find out more about community energy and how local people could benefit from clean energy and lower bills.

## What is the Energy Learning Network?

Thanks to National Lottery players, Ashden Climate Solutions has received £1.5m from The National Lottery Community Fund, the largest community funder in the UK. To accelerate the growth of community energy across the UK, the Energy Learning Network has been established, delivered by a partnership of Ashden Climate Solutions (Ashden), Community Energy England (CEE), Community Energy Scotland (CES), Community Energy Wales (CEW), Action Renewables (AR) and Centre for Sustainable Energy (CSE). The Network is funded by the National Lottery Fund.

Local councils are uniquely placed to stimulate community energy, through grassroots engagement with local people and working with community groups to turn ideas into reality. Recognising this, the network is seeking to work closely with local councils across the UK who want to enable and deliver community energy in their area.

## What is Community Energy?

Community energy is about community-led renewable energy, energy demand reduction and energy supply projects, whether wholly owned and/or controlled by communities or through a partnership with commercial or public sector partners. It can look like anything from a community-owned solar farm, local retrofit advice service to delivering energy saving education workshops in local schools or running a community-owned and run electric car club.

It is about people taking democratic control over their energy future as well as working together. It's a growing sector: in 2023 over there were 583 community energy organisations, £4.4million saved on energy bills, 165,980 tonnes CO2 saved in one year of work by communities (Source: [Community Energy State of the Sector 2024](#)).

## The opportunity

The network is looking to recruit 5-10 local councils across the UK to work with over the next two years to support the growth of skills and knowledge to enable and deliver community energy activities locally. This is also a fantastic opportunity to meet, learn from and collaborate with other local councils from across the UK and share challenges and solutions.

Tracy

**From:** Tracy Gilmartin <tgilmartin@onevoicewales.wales>  
**Sent:** 18 July 2024 11:43  
**To:** Tracy Gilmartin  
**Subject:** Innovative Practice Conference 2024 Report / Adroddiad Cynhadledd Arfer Arloesol 2024  
**Attachments:** Innovative Practice Conference 2024 Report.pdf

Dear Member Council,

I have pleasure in attaching the Innovative Practice Conference 2024 Report for your information. If you have any difficulty in viewing the Report, please get in touch and we can send it via an alternative method. The Welsh report is being sent separately due to the size of the document.

The Conference was again a successful event and enjoyed by all delegates who attended.

As a 'Save the Date', please share the date of our **National Conference** to be held on **Wednesday 16th October 2024 at Llanellwedd** with your fellow councillors, which promises to be a day full of celebrations with a few surprises!

If you have any questions regarding the attached Report, or would like further information about our next event, please contact Emyr John (details at the foot of the email).

Diolch yn fawr iawn.  
Lyn Cadwallader,  
Chief Executive, One Voice Wales

Emyr John  
Swyddog Cyfathrebu / Communications Officer  
Un Llais Cymru / One Voice Wales  
24c Stryd y Coleg / 24c College Street  
Rhydaman / Ammanford  
SA18 3AF  
07506 289509  
Swyddfa / Office 01269 595400  
[ejohn@onevoicewales.wales](mailto:ejohn@onevoicewales.wales)

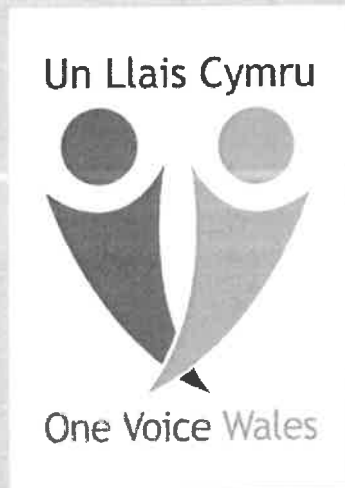


The principal representative body for Community and Town Councils in Wales/  
Y prif gorff cynrychioli ar gyfer Cyngorau Cymuned a Thref yng Nghymru

Website/Gwefan: [www.onevoicewales.org.uk](http://www.onevoicewales.org.uk)



@onevoicewales



# **Innovative Practice Conference 2024 Report**

**Official Conference Sponsors:**

**workn<sup>o</sup>est**

# CONTENTS

## I. INTRODUCTION

Example of Pre-Conference Promotion	3
Chair's Welcome: Cllr. Mike Theodoulou	4
Setting the Scene: Lyn Cadwallader, Chief Executive	5
Conference Agenda	6

## 2. OFFICIAL CONFERENCE SPONSORS

WorkNest	7
WorkNest advertisement	8

## 3. GUEST SPEAKERS

Shelley Davies, Health & Social Services Group, Welsh Government	9
Rachel Bowen & Sion Evans, Older People's Commissioner's Team	10
Cllr. Tom Moses, Pembrokeshire Youth Project, PLANED	11
Brian Brookes, Clear Insurance	12
Emma Goode, Cost of Living Crisis Project, One Voice Wales	13

## 4. BREAK-OUT SESSIONS

Break-out Group sessions	14
--------------------------	----

## 5. EXHIBITORS / SUPPLIERS

List of Exhibitors (in alphabetical order)	
Clear Councils	16
Cloudy IT	17
EDGE IT Systems Ltd	18
geViews	19
HAGS	20
Parish Online	21
RBS Rialtas Business Solutions	22
Scribe	23
Wicksteed Leisure	24
Woo Woo Waterless Toilets	25

## 6. PRESS RELEASE

Press Release	26-28
---------------	-------

## 7. TESTIMONIALS

Testimonials	29
--------------	----

## 8. ACKNOWLEDGEMENTS

Acknowledgements	30
------------------	----



# One Voice Wales Innovative Practice Conference 2024

## ***'ADDRESSING THE DIVERSE NEEDS OF OUR COMMUNITIES'***

**Wednesday 3rd July 2024**

**10:15am - 3:45pm**

**'Hafod a Hendre',**

**Royal Welsh Showground, Llanelwedd**

**Shelley Davies,  
Deputy Director, Health  
& Social Services Group,  
Welsh Government**

**Rachel Bowen, Director  
of Policy, Older  
People's Commissioner  
for Wales**

**Brian Brookes,  
Clear  
Insurance**

**Councillor Tom Moses,  
Project Leader  
CWBR Youth Project,  
PLANED, Pembrokeshire**

**Emma Goode,  
Cost of Living Crisis  
Project Manager,  
One Voice Wales**

**Make sure to book your place as soon as possible:**

**Telephone: 01269 595400**

**E-mail [admin@onevoicewales.wales](mailto:admin@onevoicewales.wales)**

**Visit: [www.onevoicewales.org.uk](http://www.onevoicewales.org.uk)**

**Main Conference Sponsors:**



**worknest**



# The Chair's Welcome

## Cllr. Mike Theodoulou



Cllr. Mike Theodoulou, Chair of One Voice Wales, officially opened the conference by giving a warm welcome to the audience, thanking them for their time and presence at this popular annual event. He commented that there were a number of new faces amongst the audience, some councils being represented for the first time, and he would look forward to meeting as many delegates as possible during the day.

He thanked the staff at One Voice Wales for preparing such a great agenda and programme for the day, which included a number of important keynote speakers and presenters that he looked forward to hear with anticipation.

He urged everyone to participate fully, to engage, to learn and to share their experiences with others during the day; he stressed the importance of sharing the experiences and learning by taking key information back to their respective community and town councils following the event.

The conference was all about innovative practice, and this year's title was 'Addressing the diverse needs of our communities', so he urged delegates to put their communities first, to prioritise their residents by listening to their needs, to gain as much knowledge about the good practice examples that local councils are delivering across Wales, and to promote those experiences within their own villages and towns.

Without further ado, he introduced Lyn Cadwallader, Chief Executive of One Voice Wales to set the scene for the day.

## Setting the scene

### Lyn Cadwallader, Chief Executive



"Welcome to the One Voice Wales Innovative Practice Conference 2024, to our guests, supplier organisations, exhibitors, sponsors and delegates, including new Clerks and Councillors attending this thematic conference for the first time.

I hope you find today's conference informative, stimulating and thought-provoking; we hope you will learn about some great examples of best practice led by community and town councils which is happening across Wales and share these ideas and concepts with your own councils; we hope by attending our conferences that it will help your councils to deliver new and improved practices within your own communities.

It is great to see so many of you engaging with this year's Innovative Practice Conference. We have a great line-up of guest speakers who have given up their time to contribute to this morning's agenda, and we sincerely hope you will relay what you have learnt to your fellow councillors when you hold your next council meetings. We have also lined-up an exciting list of top quality presenters and facilitators for the afternoon's Break-out Sessions, which always proves to be an enjoyable and interesting part of the day for delegates.

This conference also highlights the positive outcomes achieved by the organisation on behalf of our member councils during 2023-24. Our team of staff are on-hand throughout the day to facilitate any queries, we have a new Stand where delegates are welcome to leave their contact details if they would like a copy of certain Guides and publications, and we are excited to launch our new information and promotional video which we hope helps to explain the range of services that we can provide to councils, as we celebrate our 20th birthday this year.

We are currently at a record high in terms of our annual membership, with 92% of Welsh Councils in membership, and we continue to promote the benefits of being a member of One Voice Wales in order to add strength to our committed support to face the future challenges within the sector, as well as promote further opportunities as we embark on new thematic areas of work in the coming year."

*Lyn Cadwallader, Chief Executive, One Voice Wales*



**Agenda**

**‘ADDRESSING THE DIVERSE NEEDS OF OUR COMMUNITIES’**

**09:30–10:15 Registration and Exhibition**

**10:15–10:20am** Welcome: Cllr. Mike Theodoulou, Chair of One Voice Wales

**10:20–10:30am** ‘Setting the Scene for today’s Conference’ -  
Lyn Cadwallader, Chief Executive of One Voice Wales.

**10:30–11:00am** ‘The changing needs of communities and the role that community and town councils can play in addressing the diverse needs of communities’ - Shelley Davies, Deputy Director (Futures and Integration) Health and Social Services Group, Welsh Government

**11:40–12:00pm Short Break**

**12:00–12:40pm** ‘Engagement with young people and accounting for their needs in service provision’ - Cllr. Tom Moses, Project Leader CWBR Youth Project, PLANED

**12:40–1:20pm Lunch and Exhibition**

**1:20–2.00pm** ‘Risk Assessment: the requirements in relation to insurance including legal expenses cover’ - Brian Brookes, Risk Manager, Clear Insurance

**2:00–2:30pm** Amid a Persistent Cost of Living Crisis: What support is available to councils to meet these major community challenges - Emma Goode, Cost of Living Manager, One Voice Wales

**2:30–2:40pm Short Break**

**2:40–3:25pm Breakout Groups:**

Community Wellbeing and Resilience (Youth) in Pembrokeshire – What Works?  
Councillor Tom Moses, Project Leader;

Cost of Living Crisis and its impact on local people throughout Wales -  
One Voice Wales Cost of Living Team;

Effective Engagement with all sections of the community - Blaenavon Town Council;

Addressing the needs of older people - Rachel Bowen and Sion Evans,  
Older People’s Commissioner Team.

**3:25–3:45pm Plenary Session** – To receive short feedback reports from  
leaders of Breakout Groups

**4:00pm End of Conference**

# worknest

It was a pleasure to sponsor the One Voices Wales Annual Conference at the Royal Welsh Showground. My colleague Kim Moss, who is a part of a team of advisers looking after Councils across the UK, and I were delighted to meet so many Councillors and Clerks from Community and Town Councils across Wales.

At WorkNest we are the established leader in providing Employment Law, HR and Health & Safety support services to local councils with well over 200 councils engaging us directly for hands on support. We also have a valued partnership with NALC together with a number of CALCs, enabling all member councils across the UK to have access to advice via their County Association. We are delighted that One Voice Wales has recently subscribed to this service. Partnering with One Voice Wales means we are here to help you achieve safe, legally compliant and productive outcomes.

WorkNest's proactive and personalised service comes with pragmatic advice and innovative digital solutions delivered by highly motivated, committed and qualified professionals. Support is designed to help prevent problems, resolve issues that may arise and ensure regulatory compliance, so that you can focus on what you do best!

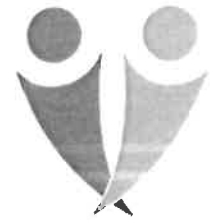
We hope to speak to some of you over the coming weeks and months to support you with all things Employment Law, HR and Health & Safety.

*Peter Murphy – Regional Business Director and Partnership Manager*



# Specialist advice and support for One Voice Wales members

Un Llais Cymru



One Voice Wales

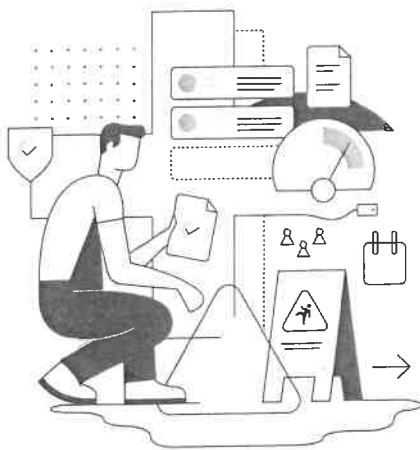
## One Voice Wales Innovative Practice Conference Official Sponsor.

WorkNest is the approved provider of Employment Law and Health & Safety services for One Voice Wales members. Our personalised, proactive and pragmatic support enables councils to meet their responsibilities confidentially.

We are the established leader in providing advice and assistance to local councils with over 200 council clients engaging us directly for hands-on support. We are also trusted partners of NALC and a number of CALCs, providing advice exclusively to members. Our support is designed to help you prevent problems, resolve issues when they arise, and ensure regulatory compliance, so that you can focus on what you do best.

Expert Employment Law support  
Managing people in line with the law can be a complex and time-consuming task – and getting it wrong can be costly. WorkNest gives you access to your own small team of legal and HR professionals, meaning qualified advice and support is just a phone call away. Whether you need guidance on employee matters or expertly crafted contracts and handbooks, our specialists can help.

Hands-on Health & Safety Support  
Keeping staff safe on external sites, and providing all the assurances your clients need, requires the expertise of a health and safety professional with specific knowledge of an employer's risks and responsibilities. WorkNest's unique approach to Health & Safety combines dedicated consultant support with powerful technology and online tools, enabling you to simplify safety management and stay compliant.



“We can absolutely recommend WorkNest. The availability of professional support gives us the confidence to meet the demands of implementing local authority policies and procedures.”

Brandon Town Council

**worknest**

Contact One Voice Wales to enquire about our free Employment Law and Health & Safety advisory service, included as part of your membership.

**Shelley Davies,  
Deputy Director for Futures and Integration,  
Health and Social Services Group,  
Welsh Government**



***“Building community capacity to support better health and wellbeing for people”.***

**The vital role town and community councils can play as the bridge between statutory services and communities**

Knowing and understanding their communities and identifying people who need extra support,	Informing people and communities about healthy lifestyles, services, and opportunities	Advocating for their communities	Empowering people and communities to have their voices heard (Forums, Surveys, Llais Cymru etc.)
Shaping strategy	Co-ordinating people, organisations and resources	Facilitating activities or other organisations or groups	Partnering with other local organisations
Providing services/opportunities to promote good health and wellbeing	Enabling access to services and activities through volunteers, transport, accessibility	Respond in crisis as they did during Covid 19	Share learning and ideas

***“Creating a national Integrated Community Care System for Wales”***

**A Healthier Wales (2018 – 2028)**

‘A Healthier Wales’, is putting what matters to people and communities at the heart of the health and wellbeing system making sure the right care is available at the right time from the right source, at home or nearby.

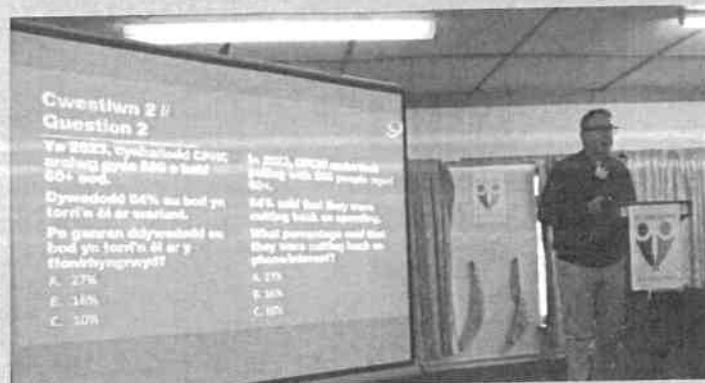
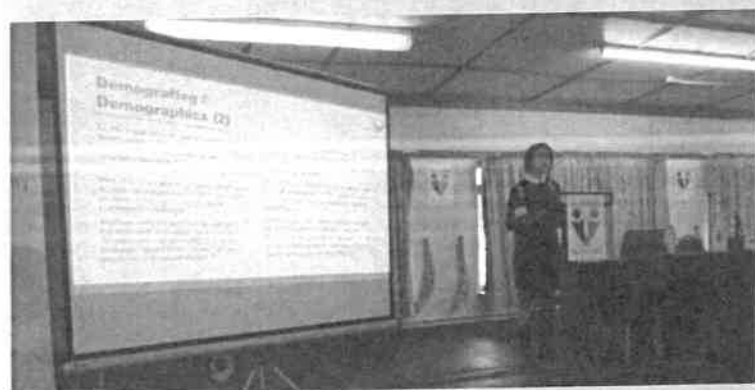
***We want to ensure people only go to hospital when this is the right thing for them. Lengthy stays in hospital can undermine an individual's ability to return to independent living.***

We want people and communities to feel encouraged to make informed choices with the help of their local care teams and by including them in the design of their local services and using feedback on user experiences.





# Rachel Bowen & Sion Evans, Older People's Commissioner for Wales Team



## ***“Social Participation”***

### **Cymunedau Oed-gyfeillgar // Age-friendly Communities**



## ***“Enabling everyone to age well”***

### **Blaenoriaethau'r Comisiynydd Commissioner's Priorities**

**Diogelu a Hyrwyddo Hawliau Pobl Hŷn  
Protecting and Promoting Older People's  
Rights**



**Atal Cam-drin Pobl Hŷn  
Stopping the Abuse of Older People**



**Rhoi Diwedd ar Oedraniaeth a Gwahaniaethu  
ar Sail Oedran  
Ending Ageism and Age Discrimination**



**Galluogi Pawb i Heneiddio'n Dda  
Enabling Everyone to Age Well**





# Cllr. Tom Moses

## CWBR Youth Project Manager, PLANED



**CWBR Youth**  
Community Well-Being & Resilience

**LLAGC leuenctid**  
Llesiant a Gwytnwch Cymunedol

*Community Wellbeing & Resilience*



# PLANED

# Brian Brookes

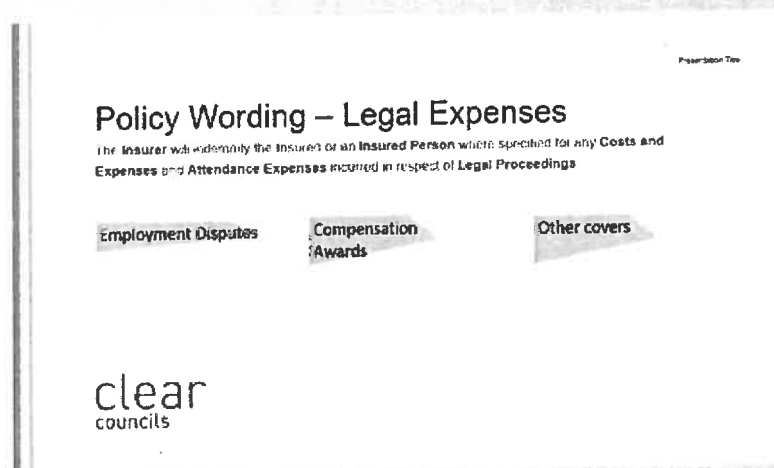
## Risk Manager, Clear Insurance



Risk Assessments

Legal Expenses

Insurance Policies



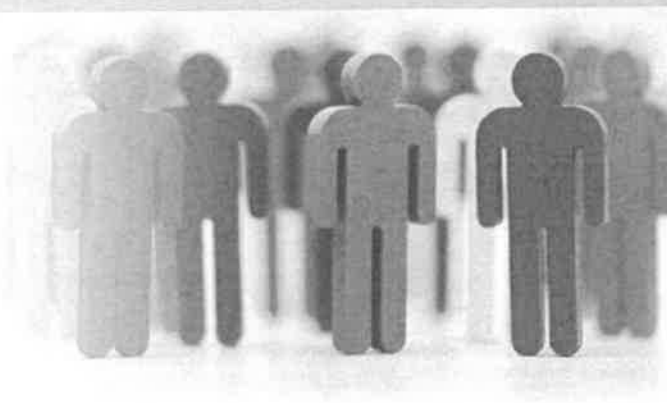
# Emma Goode

## Cost of Living Crisis Project Manager, One Voice Wales



### Activity:

What can OVW do or provide to help you overcome barriers and access resources



## **Break-out Group Sessions**

**Community Well-Being & Resilience Youth  
Project in Pembrokeshire - what works?  
Cllr. Tom Moses, Project Leader, PLANED**

**Cost of Living Crisis and its impact on local  
people throughout Wales -  
One Voice Wales Cost-of-Living Crisis Team**



**Effective Engagement with all sections  
of the community -  
Blaenavon Town Council**

**Addressing the needs of older people -  
Rachel Bowen & Sion Evans, Older People's  
Commissioner's Team**



**Plenary Session - to receive short feedback  
reports from the leaders of the Break-out Groups**





**Suppliers**

**and**

**Exhibitors**

**(in alphabetical order)**

# Would you like a free, no obligation review of your current insurance programme?

We are proud to partner with Parish Online to offer our clients a free 12-month subscription, which includes access to regular Parish Online group trainings, and access to the full range of digital maps for local councils.

All Councils who take out a new policy with us will automatically be set up on Parish Online and receive a free 12-month subscription\*.

**Contact us  
for a quote  
0330 013 0036**

**clear  
councils**

\*Terms and Conditions apply. This applies to all councils who take out a new policy or renew their existing policy with us until 30th April 2024

Clear Councils is a trading style of Clear Insurance Management Limited, which is authorised and regulated by the Financial Conduct Authority. Registered in England and Wales No 3712209. Registered office: 1 Great Tower Street, London EC3R 5AA

Transform your council with

# CloudyIT®



## Revolutionising Town and Parish Council operations across England and Wales

CloudyIT is at the forefront of digital innovation for local councils, offering a range of services designed to enhance efficiency, security, and engagement.



### Managed IT Support: Built on Microsoft 365

- Manage licenses, backups, and security
- Full support and training for all technology



### GovFinance: Efficient financial management

- Leverage AI for smarter financial analysis and forecasting
- Enjoy precise, real-time financial insights and automated reporting



### Council Agenda Pack Solutions: Seamless meeting organisation

- AI-assisted organisation of meetings and documents
- Streamline agenda setting and document handling with smart technology



### Broadcast Council Meetings: Modern solutions for councils

- Partnered with Owl Labs and Logitech for top-tier technology
- Complete support and training for every solution



### Apps for Councils: Designed to your specific needs

- Tailor-made applications addressing your unique challenges
- Enhance community engagement and internal efficiency

## Unlock potential with our Events and Training

Access complimentary training sessions and specialised workshops on our Events and Training page. Develop your team's capabilities and connect with peers while leveraging the best of our offerings.

**Reserve your  
FREE training  
session here**



### Step into a Digital Future with CloudyIT

Begin your council's digital transformation journey today. Visit [cloudyit.co.uk/councils](https://cloudyit.co.uk/councils) for more information or email [info@cloudyit.co.uk](mailto:info@cloudyit.co.uk) or call us on 01280 814684

© 2024 CloudyIT. All rights reserved.

# CloudyIT®



Microsoft  
Solutions Partner  
Modern Work

**Streamline & modernise your council's IT & administration**

## 10 COMPREHENSIVE MODULES



### Finance



### Cemeteries (Epitaph)

✓ Integrates with *Inspect* **EDGE** 



### Agendas & Minutes (Admin+)



### Playgrounds

✓ Integrates with *Inspect* **EDGE** 



### Facilities



### Allotments & Rentals

✓ Integrates with *Inspect* **EDGE** 



### Markets & Events



### Asset Manager

✓ Integrates with *Inspect* **EDGE** 



### Service Manager



### Planning

## Local Council IT Support



### Data Security



### Microsoft 365



### IT Support



### Internet / VOIP



### Print & Scan Solutions



Based here  
in the UK  
we have over  
150 years  
manufacturing  
experience.

Here at geViews we are a specialist British Manufacturer of High Quality, Hardwearing, Low Maintenance Planters and Street Furniture. We combine great looks, with meticulous attention to detail and the best possible build quality.

Based in the Midlands we have over 150 years of manufacturing experience! Our highly skilled designers and engineers can make a product bespoke to your needs in a variety of materials, or you can choose from our extensive range of stocked Planters.

From our Self-Watering Planters, Hanging Baskets and Barrier Baskets to our Pagoda Display Boards, Noticeboards and Benches, ALL of our range has been developed to offer premium quality, long life, great value for money, minimum maintenance... And to be 100% recyclable.

The geViews range has been designed to perfectly suit In Bloom displays, Street Scene projects, Open Space schemes and Public Space programmes.

For Planters and Street Furniture that are great for the environment and fantastic for your budget!

Get in touch with geViews today!

Call 01332 856039  
or mail us [info@geviews.co.uk](mailto:info@geviews.co.uk)

**geViews**  
[www.geviews.co.uk](http://www.geviews.co.uk)

Follow us for our



@geViews



@ViewsGE

Legacy  
Planters



Self-watering



100% recyclable



Long life



Bespoke sizes



Sustainable timber



Low maintenance



Oak  
Newforest  
Planter



geViews  
Barrier  
Basket



Optional  
Pagoda  
Tower  
display  
board

Pagoda  
Tower



Scenic  
Metre  
Square



Parish  
Notice  
Boards

# HAGS®

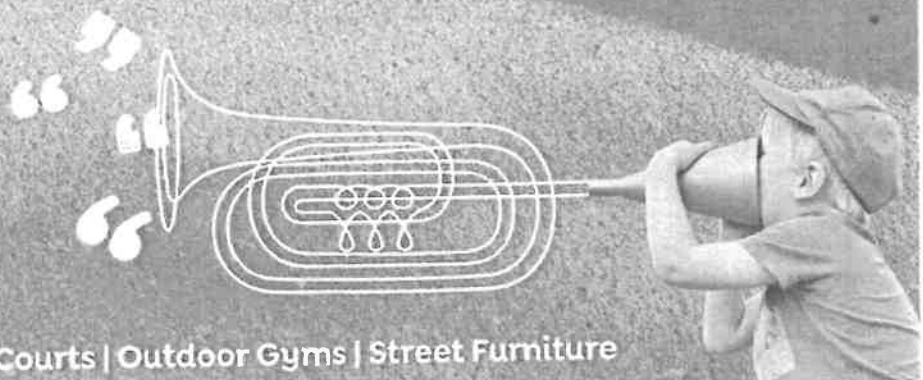
Inspiring all generations



Book your FREE  
design consultation today!

[Sales@hags.co.uk](mailto:Sales@hags.co.uk)

[www.hags.co.uk](http://www.hags.co.uk)



Playgrounds | Ball Courts | Outdoor Gyms | Street Furniture

# PARISH ONLINE

*Empowering local councils with great technology*

[www.parish-online.co.uk](http://www.parish-online.co.uk) | [support@parish-online.co.uk](mailto:support@parish-online.co.uk)

## Digital Mapping Software

Used by thousands of local councils nationally, our mapping software helps you;

- **Create maps** for asset registers, events, neighbourhood plans, climate plans, or any other council project
- **Browse maps** from Natural Resource Wales, Local Authority planning data, CADW and hundreds more
- **Share data** privately with staff and members, and publish maps via PDF or through an interactive map on your website



**Free 30 day trial**

[parish-online.co.uk/sign-up](http://parish-online.co.uk/sign-up)

Pricing based on population

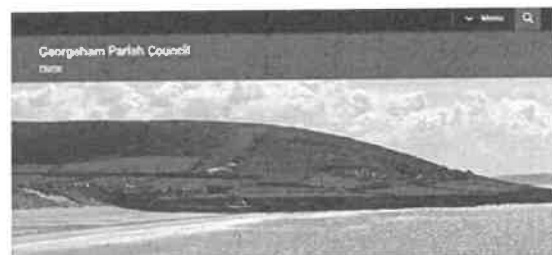
from £30 a year (average £100)

Parish Online Mapping is provided as an annual subscription with unlimited users, usage, printouts and interactive maps.

## Website Service

Get a website, mailboxes and a GOV.UK domain to give your council a great online presence;

- **Free GOV.UK domain** for your website & email, so you meet Practitioners' Guide recommendations
- **Mobile-first design** makes your site responsive & accessible on any device, making sure it's readable by all
- **Continuously improving service** means your site improves over time with security, accessibility and functionality upgrades



**Welcome to Georgeham**

Georgeham is a civil parish within the district of North Devon and the district of Tawton

**Contact us**

[01392 811111](tel:01392 811111)

[www.georgeham.gov.uk](http://www.georgeham.gov.uk)

**Get a quote**

[parish-online.co.uk/websites](http://parish-online.co.uk/websites)

Pricing based on population

from £280 a year (average £360)

We've made it easy to add content for news, meetings and community information. We include tutorials and guides to make sure our sites are a pleasure to use. Migration from your existing website is included in the subscription price.

## Get 30% off with code OVW2024

*Parish Online operates as a not-for-profit Community Interest Company, putting the needs of local council staff and members first.*



Supporting the pivotal role that Town and Parish Councils play in shaping the future of local communities.

## COMPLETE ACCOUNTING AND ADMINISTRATION SOLUTIONS FOR COUNCILS



### About us

We offer the complete solution - from installation and training, through to a dedicated support desk.

We also provide consultancy, year end service, data entry and health checks - all tailored to meet your specific needs.

Contact the sales team for pricing/packages or visit our website for more information.



[www.rialtas.co.uk](http://www.rialtas.co.uk)



[sales@rialtas.co.uk](mailto:sales@rialtas.co.uk)

### What we offer

Training, Data Entry  
Consultancy & Year End  
Support



Suitable for any sized  
organisation

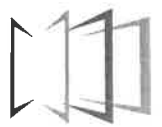


Complete software  
packages



Expert Customer  
Support





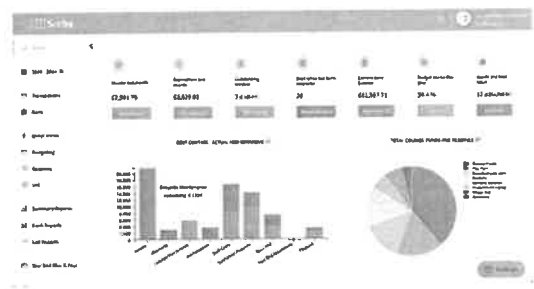
# SCRIBE

**JOIN THE COMMUNITY OF 1,250+ COUNCILS WHO HAVE STREAMLINED THEIR COUNCIL ADMINISTRATION USING SCRIBE'S USER-FRIENDLY CLOUD APPLICATIONS**

Navigating a council's administrative responsibilities often feels overwhelming with outdated systems and paperwork. Now, overcome these challenges effortlessly. Join over 1,250 councils using Scribe's products, which are specifically designed to streamline council management and improve operational efficiency.

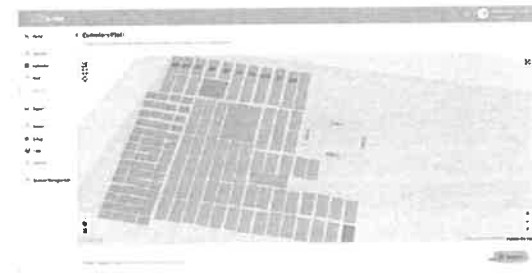
## **Scribeaccounts**

A comprehensive financial management solution designed to simplify transactions, reconciliations, invoicing, budgeting, and compliance with Making Tax Digital and year-end processes.



## **Scribecemetery**

An intuitive system for managing cemetery records, including burials, memorials, inspections, exclusive rights, mapping, and handling payments and invoicing.



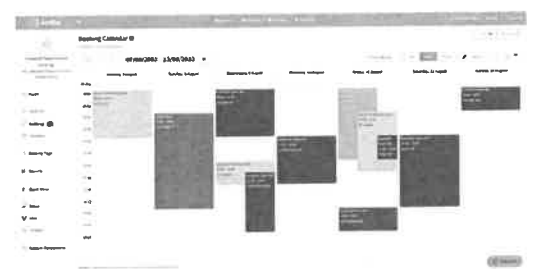
## **Scribeallotments**

Scribe Allotments: An efficient tool for allotment management, organizing waiting lists, tenancy agreements, plot assignments, payments, inspections, and notices.

A screenshot of the Scribeallotments interface. It displays a table with columns for 'Allotment ID', 'Allotment Name', 'Status', 'Tenancy Agreement', 'Payment Status', and 'Inspection Status'. The table contains several rows of data, each representing an allotment. The interface also includes a sidebar with navigation options like 'Home', 'Allotments', 'Waiting List', 'Tenancy Agreements', 'Payments', 'Inspections', and 'Notices'.

## **Scribebookings**

Scribe Bookings: A user-friendly platform for venue booking and management, handling single and block bookings, preferential rates, reminders, online public bookings, payments, and invoicing.





Coed Gwilym Play Area, Swansea City Council



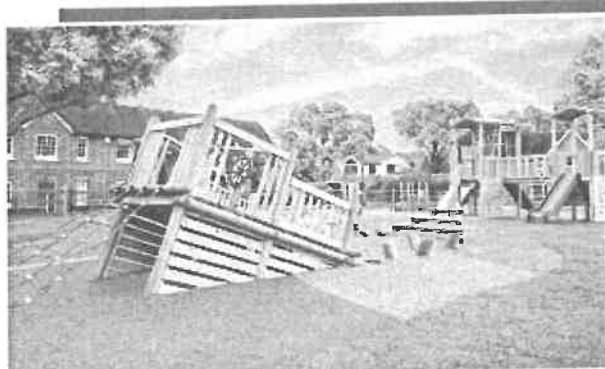
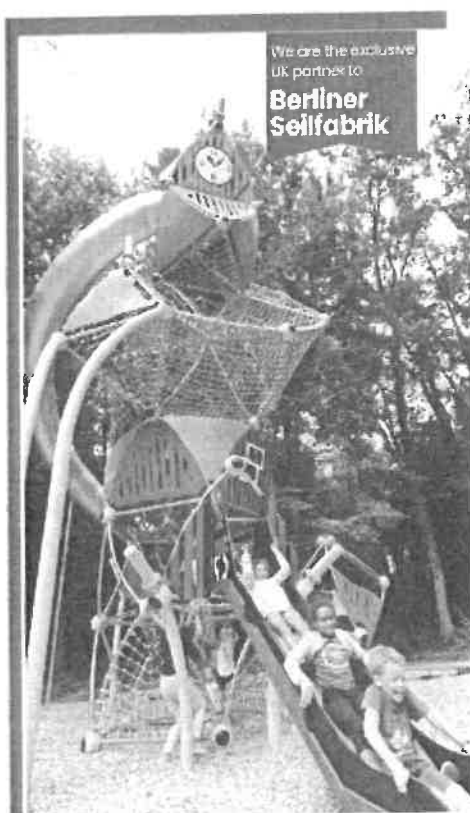
## Our Services

- ◆ UK playground manufacturer since 1918
- ◆ Full maintenance & inspection service
- ◆ Free site visit & design
- ◆ Spares stocked at our UK factory
- ◆ Extensive guarantees
- ◆ Bespoke play structures

# WICKSTEED

• SINCE 1918 •

[Wicksteed.co.uk](http://Wicksteed.co.uk) 01536 517028  
[sales@wicksteed.co.uk](mailto:sales@wicksteed.co.uk)



**API**  
Member

40  
YEARS

**"PUBLIC TOILETS ARE NO LUXURY: IT'S HIGH TIME WE BEGIN TO SEE THEM AS BASIC AND ESSENTIAL PARTS OF THE COMMUNITY – JUST LIKE PAVEMENTS AND STREET LIGHTS – THAT ENABLE PEOPLE TO BENEFIT FROM AND ENGAGE WITH THEIR SURROUNDINGS"**  
SHIRLEY CRAMER CBE, CHIEF EXECUTIVE, ROYAL SOCIETY FOR PUBLIC HEALTH.

**OFF-GRID  
AFFORDABLE  
PRACTICAL  
ECOLOGICAL  
ECONOMICAL  
RELIABLE**



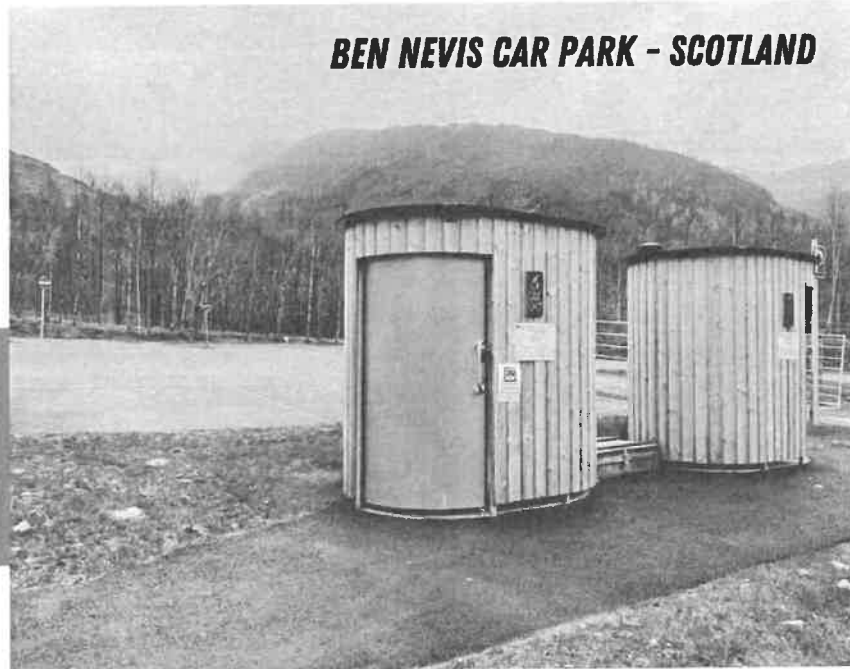
**"WE HAVE LOST NEARLY  
60% OF PUBLIC TOILETS  
IN JUST OVER A DECADE."**

**BRITISH TOILET ASSOCIATION**

**IT'S TIME TO GET  
BACK ON TRACK**

ONE IN FIVE (20%) OF THE BRITISH PUBLIC, AND TWO IN FIVE (43%) OF THOSE WITH MEDICAL CONDITIONS REQUIRING MORE FREQUENT TOILET USE ARE BEING NEGATIVELY IMPACTED BY THE LACK OF PUBLIC TOILETS.

**BEN NEVIS CAR PARK - SCOTLAND**



**WWW.WATERLESSTOILETS.CO.UK**

**0203 0510738**

As featured in:

**The  
Guardian**

**THE TIMES**

**The  
Telegraph**

**WIRED**

**BBC**

**WooWoo**  
Waterless Toilets



## **Innovative Local Councils across Wales....**

Community and Town Councils from across Wales gathered recently for the One Voice Wales Innovative Practice Conference 2024. The venue was the popular 'Hafod a Hendre' building at the Royal Welsh Showground in Llanelwedd. This year's event was officially sponsored by WorkNest. The annual conference organised and hosted by One Voice Wales, the principal national representative body for Community and Town Councils, had lined-up a wealth of experienced guest speakers and presenters on the agenda, to showcase some of the most innovative models of best practice led by local councils.

In opening the event, Councillor Mike Theodoulou, Chair of One Voice Wales, welcomed everyone to the large event and paid tribute to the important work that Councils undertake within their towns and villages, delivering key services at grassroots level at the heart of their communities. He also spoke about the changing needs of communities in attempts to combat issues such as climate change, the cost-of-living crisis and post-covid pressures. The Chair also referenced devolution of powers and responsibilities to and within Wales. Big challenges lay ahead, and a thematic conference such as this would certainly help to spread the shared learning amongst councils.



Lyn Cadwallader, Chief Executive of One Voice Wales, elaborated on these challenges and achievements in his keynote address. He thanked Councils for engaging with the event and praised their commitment to the sharing of good practice. This was also an opportunity to celebrate recent successes and achievements for One Voice Wales itself, Lyn advised the delegates. Record annual membership levels (92%), growing partnership arrangements and a tangible commitment to deliver sustainable and digital solutions. A comprehensive programme of training opportunities would help local councils navigate a rapidly changing world, as Lyn urged Councillors to take advantage of the training and development opportunities provided by One Voice Wales.

A team of dedicated staff were present throughout the day to register delegates and welcome guests, providing information about activities that were planned for the day, and to welcome new exhibitors who were keen to explore further commercial opportunities with council representatives from across the whole of Wales. One Voice Wales is proactively building its capacity to support the ambitions of its member councils. A new website is being developed and will be launched this autumn. A new promotional video had been produced 'in-house' and was being shown publicly for the first time at the conference – its aim is to help explain the key services of One Voice Wales and how member councils can make the most of the impressive array of consultancy services and training modules that are offered throughout the year, as well as explain the new partnership and sponsoring opportunities available.

A new 'Recruitment, Induction and Retention of Clerks' guide was also launched on the day, amongst a list of new publications, online resources and useful practice development notes being developed to help councils. A series of webinars and short videos will help One Voice Wales' ambitious package of services to support member councils. This is an exciting time for the organisation as it celebrates its twentieth year, declared Lyn.



Delegates waited with bated breath for the first of five guest speakers. First up was Shelley Davies, Deputy Director for Futures and Integration at the Health & Social Services Group of Welsh Government. Shelley explained the changing needs of communities and the role that community and town councils can play in addressing those needs.

Next was a joint presentation by Rachel Bowen and Sion Evans from the Older People's Commissioner for Wales Team, who gave thought-provoking examples of how councils can develop community services that account for the needs of older people, and highlighted the Age Friendly Communities initiatives that can work particularly well in villages and towns across Wales.

Delegates were also engaged in the next presentation on the day's agenda, Tom Moses who co-ordinated the Community Well-Being & Resilience (CWBR) Youth Project at PLANED in Pembrokeshire. Tom, a current town councillor himself, gave a passionate and informative presentation on engagement with young people and ensuring that their needs are accounted for in service provision.

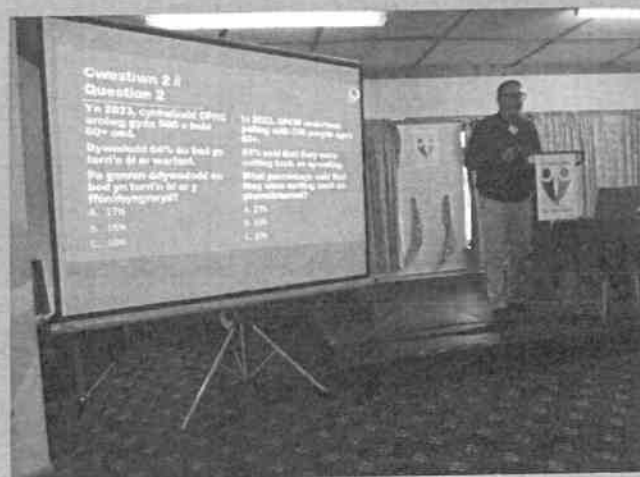


Following a well-earned lunch, delegates re-gathered in the conference room. Brian Brookes of Clear Insurance was the next to entertain the crowded audience, with an informative talk about the importance of local councils undertaking Risk Assessments, and the requirements in relation to insurances including legal expenses cover.

The final speaker of the day was Emma Goode, Project Manager of the Cost of Living Crisis project at One Voice Wales. Unfortunately, Emma was unable to be present, but had prepared a pre-recorded video of her proposed presentation. The audience listened and watched carefully at what support was available to councils to meet current community challenges amid a persistent Cost of Living crisis. The powerful video covered a lot of important statistics, and members of One Voice Wales took questions from the floor, at an extremely poignant part of the day for everyone.



For the afternoon, delegates were given a choice of four informative innovative practice break-out sessions, each one presented by knowledgeable presenters and facilitated by One Voice Wales staff. The sessions proved popular and identified and disseminated Best Practice in thematic areas including cost-of-living actions (hosted by the One Voice Wales Cost of Living Crisis team), addressing the needs of older people (led by the Older People's Commissioner's Team), effective community engagement (delivered by representatives of Blaenavon Town Council) and youth engagement and community wellbeing & resilience (presented by Cllr. Tom Moses of PLANED). Each group nominated a delegate to summarise their discussions in the Plenary Session that followed.



Councillor Theodoulou drew proceedings to a close, describing another truly fantastic day. But he issued a challenge. Society expectations were ever-growing, public scrutiny remained at an all-time high. He encouraged delegates to go back to their communities and share their experiences. "Listen to your residents. Look after your communities" he urged. "The voice of Community and Town Councils must be strong, for there is much work to be done".



Emyr John, Communications Officer, One Voice Wales

## Testimonials

***"The things I've learnt, and the additional knowledge I've gained, will be useful for me to take back to our next council meeting, and I would hope by sharing the examples of best practice we can improve our services to our community".***

*"My takeaway message from the event was that it comes down to 'good people doing good things for their communities', and how varied and powerful that looks in reality. Thanks to One Voice Wales for putting on such a great event."*

*"The connections I've made during the event are invaluable".*

*"This year's conference was again well organised and the agenda was jam-packed with interesting and knowledgeable speakers and presenters. It seemed well attended by councillors and clerks representing community and town councils from all parts of Wales, and it's great to put faces to names and talk to fellow councillors face to face".*

*"Well done on a successful conference - it was a great event and I will certainly attend future events".*

*"This was my first conference and I thoroughly enjoyed it. I learnt a lot, the lunch was delicious and I can't wait for the next one!"*



everyone who contributed to the very successful  
Innovative Practice Conference 2024.

Thank you to Tony and his team at the Royal Welsh Show  
Society for their continued co-operation in organising the  
'Hafod a Hendre' venue and preparing all the rooms in  
readiness for the event.

Thank you to Shirley and her team at 'Fingers & Forks' for the  
catering, to 'Technegol Ltd' for the sound and video services,  
and to 'Trywydd' for the translation services during the event.

A huge thank you to 'WorkNest', this year's  
Official Conference Sponsors.

**worknest**



*Our 'National Conference' will be held on  
Wednesday 16th October 2024 at Llanelwedd.... and it  
promises to be a day of celebration, so don't miss out!!*

**One Voice Wales**  
**24c College Street**  
**AMMANFORD**  
**SA18 3AF**

**01269 595400**  
**07917 846510**

**admin@onevoicewales.wales**

**www.onevoicewales.wales**



**Find us on social media:**



**Tracy**

---

**From:** Tracy Gilmartin <tgilmartin@onevoicewales.wales>  
**Sent:** 01 August 2024 11:29  
**To:** Tracy Gilmartin  
**Subject:** One Voice Wales National Conference 16 October // Cynhadledd Genedlaethol Un Llais Cymru 16 Hydref  
**Attachments:** Agenda Conference 16 October 2024.pdf; Booking form 16-10-24 Eng.docx

Dear Colleague

Please join us on 16 October at the Royal Welsh Showground for our National Conference. This year will be a celebration of both 50 years of Community and Town Councils and One Voice Wales' 20-year anniversary.

We promise a party atmosphere with interesting speakers and a diverse range of stands highlighting some of the amazing projects from the Community and Town Council sector together with the projects that we have been involved with.

There will also be a number of exhibitors who will be promoting products which will be beneficial to Councils.

The draft agenda is attached – this may be subject to change as we're currently waiting on confirmation from speakers.

Please fill out the booking form attached you will then be issued with an invoice. We will be offering a 10% discount for every 3<sup>rd</sup> booking or more.

The conference will be split between two buildings as in previous years, registration, lunch and exhibitors will be in the Clwyd Glamorgan Hall and the Conference itself will be in the Montgomery Pavilion a short distance away.

We look forward to receiving your booking.

If you have any queries please get in touch.

Regards/Cofion  
Tracy Gilmartin  
Office Manager / Rheolwr Swyddfa  
One Voice Wales / Un Llais Cymru  
24c College Street / Stryd y Coleg  
Ammanford / Rhydaman  
SA18 3AF  
01269 595400  
07917 846510  
[tgilmartin@onevoicewales.wales](mailto:tgilmartin@onevoicewales.wales)

## AGENDA

- |                           |   |
|---------------------------|---|
| <b>1. 09:30 – 10:15am</b> | <b>Registration, Tea / Coffee and Exhibition Time</b>                                       |
| <b>2. 10:15 – 10:30am</b> | <b>Chair's Welcome / Housekeeping</b>   |
| <b>3. 10:30 – 11:00am</b> | <b>Keynote Speaker: Dame Eluned Morgan MS First Minister</b>                                |
| <b>4. 11:00 – 11:30am</b> | <b>Adrian Crompton, Auditor General for Wales</b>   |
| <b>5. 11:30 – 12:00pm</b> | <b>Tea / Coffee Break and Councils Case Study time</b>                                      |
| <b>6. 12:00 – 12:30pm</b> | <b>Derek Walker, Future Generations Commissioner for Wales</b>                              |
| <b>7. 12:30 – 1:00pm</b>  | <b>Lyn Cadwallader Chief Executive One Voice Wales</b>                                      |
| <b>8. 1:00 – 2:15pm</b>   | <b>Lunch / Exhibition Time</b>  |
| <b>9. 2.15 - 2.45pm</b>   | <b>Jayne Bryant MS Cabinet Secretary for Housing Local Government and Planning</b>          |
| <b>10. 2.45 – 3.15pm</b>  | <b>Cllr Andrew Morgan Leader of the WLGA and Cllr Mike Theodoulou Chair One Voice Wales</b> |
| <b>11. 3.15 – 3.20pm</b>  | <b>Signing of Memorandum of Understanding OVW and WLGA</b>                                  |
| <b>12. 3.20 – 3.30pm</b>  | <b>One Voice Wales Chair's closing remarks</b>  |

**One Voice Wales National Conference - Royal Welsh Showground LD2 3SY  
Wednesday 16 October 2024**

**Registration Form**

	No of Delegates	Price per Delegate	Cost £
OVW member councils with less than 200 dwellings		£85	
OVW member councils with 200 dwellings or more		£95	
Non-members & other organisations		£135	

**You will be invoiced upon receipt of a booking form  
the 10% discount for multiple bookings will be calculated on your invoice**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Name of Council:
Please give the name and email address of each delegate
Name:
Email:
Telephone number:
Will a headset be required for translation purposes    Yes / No
In which language do you want your papers?    English / Welsh / Bilingual
Any dietary/ other requirements?
Name:
Email:
Telephone number:
Will a headset be required for translation purposes    Yes / No
In which language do you want your papers?    English / Welsh / Bilingual
Any dietary/ other requirements?
Name:
Email:
Telephone number:
Will a headset be required for translation purposes    Yes / No
In which language do you want your papers?    English / Welsh / Bilingual
Any dietary/ other requirements?
Name:
Email:
Telephone number:
Will a headset be required for translation purposes    Yes / No
In which language do you want your papers?    English / Welsh / Bilingual
Any dietary/ other requirements?

Name:	
Email:	
Telephone number:	
Will a headset be required for translation purposes	Yes / No
In which language do you want your papers?	English / Welsh / Bilingual
Any dietary/ other requirements?	

Name:	
Email:	
Telephone number:	
Will a headset be required for translation purposes	Yes / No
In which language do you want your papers?	English / Welsh / Bilingual
Any dietary/ other requirements?	

Name:	
Email:	
Telephone number:	
Will a headset be required for translation purposes	Yes / No
In which language do you want your papers?	English / Welsh / Bilingual
Any dietary/ other requirements?	

Name:	
Email:	
Telephone number:	
Will a headset be required for translation purposes	Yes / No
In which language do you want your papers?	English / Welsh / Bilingual
Any dietary/ other requirements?	

**Please note this booking form constitutes a legally binding contract. In the unlikely event of the conference being cancelled, One Voice Wales will automatically make a full refund but disclaim any further liability. Any cancellation must be received, in writing, no less than 14 days before the event: after this no refund will be made.**

Please return your completed form to: [tgilmartin@onevoicewales.wales](mailto:tgilmartin@onevoicewales.wales) or  
One Voice Wales, 24c College Street, Ammanford, Carmarthenshire, SA18 3AF



**Tracy**

**From:** BlaenauGwentFoodbank <info@blaenaugwent.foodbank.org.uk>  
**Sent:** 30 July 2024 12:41  
**To:** Clerk  
**Subject:** Re: Financial donation to BG Foodbank

Hi Tracy

I write to acknowledge your payment of £200 for which we are very grateful and also list below details of how many families we are assisting in your area since the 1st April 2024

Ward Vouchers.	Adults	No. of Total fed	Children
-------------------	--------	---------------------	----------

Blaina	17	31 (73.81%)
Nantyglo	18	31 (58.49%)

All the very best and thank you for your support

Wayne

R. Wayne Evans  
 Blaenau Gwent Foodbank Project Manager  
 Tel: 07812425130

This Foodbank is a Trussell Trust Franchise and run in partnership with local churches, facilitated and managed by the charity  
 Blaenau Gwent Community Aid No 1191264. Registered in England and Wales  
 Open Mon - Wed 12pm to 3pm in Beaufort  
 Open Thu 10am to 1pm in Aberbeeg  
 Open Fri 10am to 1pm in Brynmawr  
 Closed on Weekends



# Community and Town Council Audits 2022-23

Key themes and  
lessons learned

NANTYGLLO & BLAINA

TOWN COUNCIL

Item no. 3d.



# Agenda

- Current position
- The audit certificate and report
- Themes and lessons
  - Accounting issues
  - Governance issues
  - VFM issues
- What's next?
  - Financial Management and Governance report
  - Annual Governance Statement
- Questions

# Current position at 11 April 2024

	2019-20 and earlier	2020-21	2021-22	2022-23
Number of audits	449	740	740	737
Analysis of accounts received to date and available to audit				
Accounts received	420	711	708	666 (672)
Accounts received (%)	94%	96%	96%	90%
Accounts outstanding (not yet submitted)	29	27	32	71 (65)
Accounts received and completed				
Completed	383	676	644	379 (386)
Completed (% of accounts received)	91%	95%	91%	57%
Work in progress				
Awaiting sign off	-	10	15	26 (23)
In progress	37	9	19	122 (118)
Not started	-	16	30	139 (145)





## Audit opinion

- Public Audit (Wales) Act 2004
  - Section 17 General duties
- Audit opinion
  - Limited assurance
  - Proportionate to risk attached to sector
  - Report if matters come to our attention that indicate a problem
  - Report by exception



## Audit opinion

- Accounting Statement
  - Have any matters come to our attention to suggest the accounting statement has not been properly prepared or does not properly present R&P/I&E and the financial position
- Annual Governance Statement
  - Have any matters come to our attention to suggest the Annual Governance Statement is not consistent with actual governance arrangements
- Value for Money
  - Have any matters come to our attention to suggest the Council does not have proper arrangements to secure VFM

## Audit opinion

- Qualified (BAD!)
  - Our audit has identified matters that mean we are unable to conclude or that we are certain something is wrong
- Unqualified (Good!)
  - No matters have been identified
  - BUT does not mean that everything is OK as we do not give a positive opinion

## Audit opinions

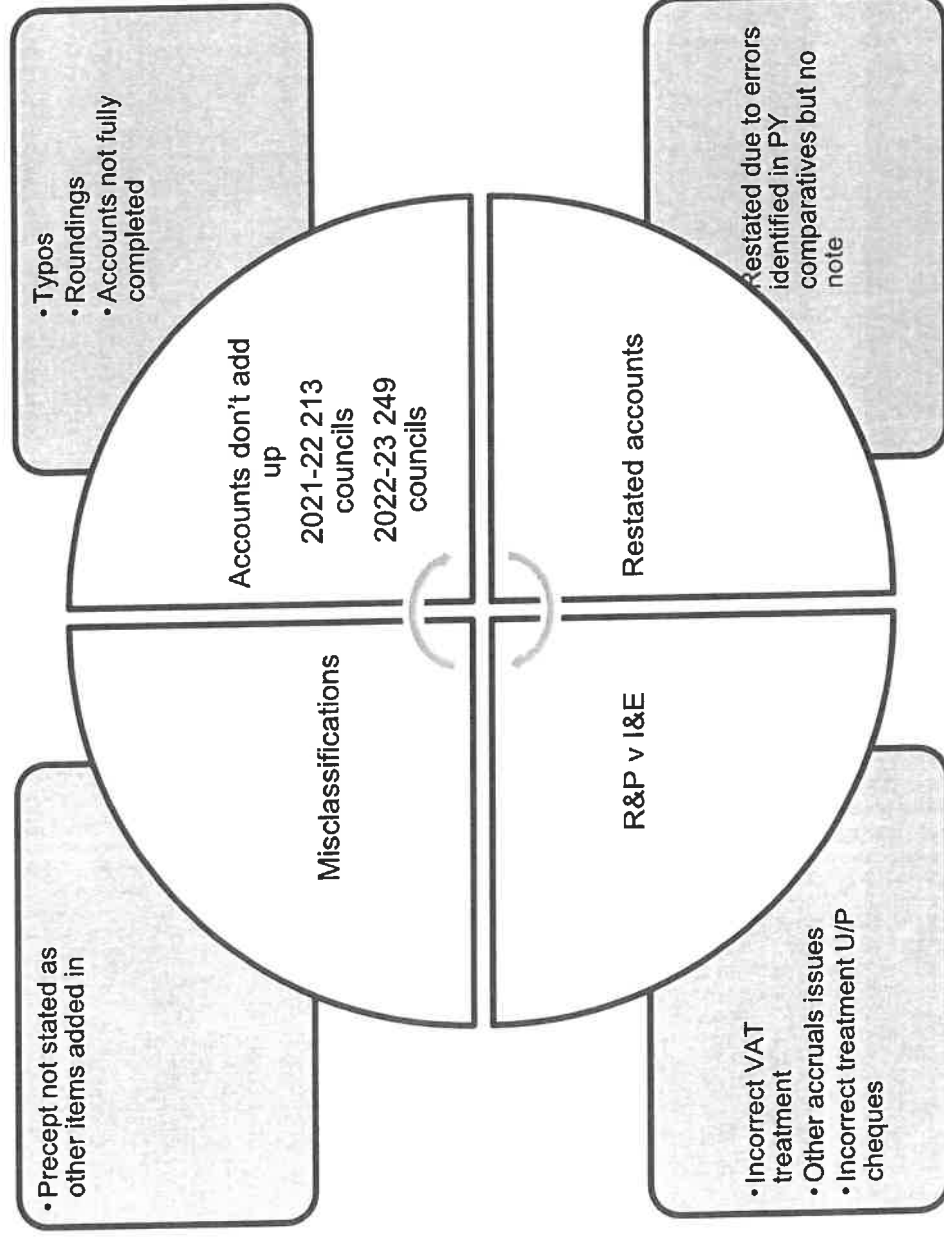
	2019 & earlier	2020-21	2021-22	2022-23
Number of qualified opinions	274	224	263	118
Qualified opinions as % of completed	40%	34%	42%	35%
Qualified for > 1 issue	-	164	160	-

232 triennial full audits have been completed to end January 2024 for 2021-22 and 2022-23. 154 (66%) are qualified

94 Councils received qualified opinions each year for 2019-20 to 2021-22



# Accounting Statement issues



# Accounting statements – full audit issues



## Accounts to cashbook

- Cashbook incomplete/ arithmetic
- Cashbook only for current account
- Reconciling Adjustments not recorded
- Cashbook not provided

## Supporting papers

- Transactions to supporting receipts/invoices
- Insufficient detail in cashbook to link to invoice

## Payroll

- Payments made agreed to contract
- Pay scale not as per contract
- Change in NALC scale not properly implemented

## Governance issues

- Approval of accounts
  - Audit Wales provides a timetable that complies with Regulations
  - 2021-22 50 councils qualified for not meeting 30 June
  - 2021-22 59 councils did not make proper arrangements for inspection of accounts

## Governance issues

- Precept
  - Local Government Finance Act 1992 s41(1)(b) & s50
  - Councils hold more in reserves than their annual precept – 168 councils
  - Council generated surplus in 2021-22 but increased precept for 2022-23 – 219 councils
  - Councils generated a surplus in 2022-23 – 313 councils
  - When setting precept, councils don't take into account:
    - Non-precept income inc regular income
    - Reserves



## Transparency

- Local Government (Democracy) (Wales) Act 2013
- Local Government and Elections (Wales) Act 2021
- Websites not maintained

## Employment of staff

- Contracts of employment
  - 61 councils do not have contracts for clerks
- PAYE
  - Councils **MUST** operate PAYE if:
    - Any employee earns above the lower NI threshold OR
    - Any employee has **ANY OTHER** source of income other than their council salary
    - HMRC cannot grant dispensation to ignore the law
  - Considered at triennial audit – 55 councils for 2021-22 and 2022-23 qualified for this
  - In future to be reported to HMRC



## Internal controls

- Controls on paper for making payments
  - Covered at each triennial full audit
- Councils do not operate the controls they describe
  - Payments made are not reported to Council
  - Electronic payments do not allow segregation of duties
  - Record of approval in minutes is ambiguous
  - Schedule of payments buried in mass of other information
  - Still signing blank cheques

## Value for money

- Contract standing orders
  - Required by Local Government Act 1972
- Inappropriate thresholds
  - NALC/OVW Model adopted without tailoring
  - Own brand SO/FR do not contain contract standing orders
- Standing orders disregarded
  - By Council without due consideration
  - By Clerk without authorisation



## What's next?

- Financial Management and Governance
  - Expected May 2024 but provisional
  - Contents
    - Covers 2019-20 to 2022-23
    - Financial overview
    - Key findings
    - Summary of public reporting

## What's next?

- Annual Governance Statement
  - Reviewing with One Voice Wales, Welsh Government and Society of Local Council Clerks
  - Proposed new format statement
    - Retains Yes/No answer format
    - Structured similarly to the Governance Toolkit but aimed at meeting the Accounts and Audit (Wales) Regulations requirement for a statement on internal control
- Introduce for 2024-25
- Audit arrangements unchanged
  - Compliance approach
  - Annual themes to be published in advance



Elusen  
Ambiwlans  
Awyr  
CYMRU

WALES  
Air  
Ambulance  
Charity

Item no. 3e

Ambiwlans Awyr Cymru  
Wales Air Ambulance  
Tŷ Elusen  
Ffordd Angel  
Llanelli Gate  
Dafen  
Llanelli  
SA14 8LQ

Ffôn/Tel: 0300 0152 999  
enquiries@walesairambulance.com

Our Ref: 18208

Nantyglo & Blaina Town Council  
Council Offices  
Blaina Institute, High Street

NANTYGLO & BLAINA

18 AUG 2024

TOWN COUNCIL

Blaina  
NP13 3BN

Dear Nantyglo & Blaina Town Council

On behalf of our pilots, medical team and staff at Wales Air Ambulance, I would like to thank you for your donation of £192.00 on 12/07/2024 from the Town Mayor's Appeal.

With your support we can continue to save lives locally 24 hours a day, lives like David who suffered a cardiac arrest whilst at home late at night.

Two shocks were delivered to David's heart to bring it back into rhythm however he was becoming agitated and was not breathing effectively. The charity's overnight critical care team were able to take over David's breathing by giving him a general anaesthetic and putting him on a ventilator.

This procedure is delicate, complex and time-critical. It is only possible outside of a hospital environment through the Wales Air Ambulance and the consultants that we have onboard.

David said "I am forever grateful to the ambulance service and the Wales Air Ambulance for the work they did and to get me to the hospital as quickly as they did. I really appreciate everything they've done for me. If it wasn't for them, I wouldn't be here."

Thank you again for supporting Wales Air Ambulance Charity. Your donations are the only way we can provide this service and continue "Serving Wales, Saving Lives".

Sign up to our newsletter to find out about our recent missions in your area and the difference your support is making across Wales. To sign up visit [www.walesairambulance.com](http://www.walesairambulance.com)

Yours sincerely,

Capt. James Grenfell  
Regional Managing Pilot

P.S. Sign up to our newsletter to find out about our recent missions in your area and the difference your support is making across Wales. To sign up visit [www.walesairambulance.com](http://www.walesairambulance.com)

[www.ambiwylansawyrcymru.com](http://www.ambiwylansawyrcymru.com)  
[www.walesairambulance.com](http://www.walesairambulance.com)

Rhif Elusen/Charity Number: 1083645

Ambiwlans Awyr Cymru ym enw'r masnach i'w ddiffrinodolais Elusen. Ambiwlans Awyr Cymru sydd yn gwmni fwyngedig a'i nodir yn Lloegr a Chymru. Gyda'r rhif nodir 04035600 a'r rhif elusen nodir 1083645. Mae hi'n siortha gefnwrdd ym Tŷ Elusen, Ffordd Angel, Llanelli Gate, Dafen, Llanelli, SA14 8LQ.  
Wales Air Ambulance Charity is the trading name of Wales Air Ambulance Charitable Trust, which is a limited company registered in England and Wales (registered no: 04035600). Our registered office is at Ty Elusen, Ffordd Angel, Llanelli Gate, Dafen, Llanelli, SA14 8LQ.



## Safety Inspections – Salem Chapel

Hem no. 6

### Inspection of Salem Chapel – July 2024

MAIN CHAPEL / WEEK	4 <sup>th</sup>	9 <sup>th</sup>	18 <sup>th</sup>	25 <sup>th</sup>	Report of any defects And action taken
Main Hall of Chapel	./	./	./	./	Dry rot detected & floor part lifted. Investigations undertaken 31/8/16. Organ supports re-enforced Sept 2016.
Fire Alarm	./	./	./	./	Inspected 13/01/2024
Emergency Lighting	./	./	./	./	Inspected 23/01/2024
Stairways to Balcony	./	./	./	./	Stair lift not working, evidence of damp on walls. Plaster fallen from underneath of stairs due to damp.
Balcony	./	./	./	./	Damage to display possibly from insects/woodworm. Greater evidence of damp on walls.
Toilets	./	./	./	./	Removed due to dry rot
High Street Entrance	./	./	./	./	Black mould on walls & ceilings
Office	./	./	./	./	Broken window secured
General Condition	./	./	./	./	General deterioration evident
Fire Extinguishers	./	./	./	./	Inspected & replaced as necessary 06/12/22
Observations/ Other Comments	./	./	./	./	J Dyer opinion is fungal rot. Valuation survey carried out by J Dyer 3/11/21. Exhibition items delivered to Westgate Hotel, Newport & awaiting to go to Blaen y Cwm Primary.
<b>ANNEX BUILDING</b>					
Ground Floor	./	./	./	./	Mould/rot on floor, appears very unsafe
Kitchen	./	./	./	./	Mould/rot on floor. Floor rotten through and unsafe. Kitchen units coming away from wall due to severe damp in floor of kitchen. R Dunham inspected.
First Aid Box	./	./	./	./	
Seating Area	./	./	./	./	Considerably amount of new damp on interior walls to left side of premises entering from the back entrance. Extensive rotting of wooden floor.
Stairway to upper room	./	./	./	./	
Upper Room	./	./	./	./	
Rear Entrance	./	./	./	./	Paint flaking off walls
Side Door	./	./	./	./	
Observations/ Other Comments					General deterioration evident. Alarms sounded & checked 5 <sup>th</sup> & 7 <sup>th</sup> Feb - OK
<b>Statutory annual Inspections:</b>					Dragon Fire & Security Systems (fire extinguishers) 06/12/2022. Dragon Fire & Security Systems (Intruder & fire alarms) 23/01/2024.

Signed: *T Hughes*

Town Clerk                      **Date:** 10/09/24  
Chairman of Finance & General Purposes Committee

## Safety Inspections – Salem Chapel

Item no. 6

### Inspection of Salem Chapel – August 2024

MAIN CHAPEL / WEEK	1 <sup>st</sup>	8 <sup>th</sup>	15 <sup>th</sup>	22 <sup>nd</sup>	Report of any defects And action taken
Main Hall of Chapel	./	./	./	./	Dry rot detected & floor part lifted. Investigations undertaken 31/8/16. Organ supports re-enforced Sept 2016.
Fire Alarm	./	./	./	./	Inspected 13/01/2024
Emergency Lighting	./	./	./	./	Inspected 23/01/2024
Stairways to Balcony	./	./	./	./	Stair lift not working, evidence of damp on walls. Plaster fallen from underneath of stairs due to damp.
Balcony	./	./	./	./	Damage to display possibly from insects/woodworm. Greater evidence of damp on walls.
Toilets	./	./	./	./	Removed due to dry rot
High Street Entrance	./	./	./	./	Black mould on walls & ceilings
Office	./	./	./	./	Broken window secured
General Condition	./	./	./	./	General deterioration evident
Fire Extinguishers	./	./	./	./	Inspected & replaced as necessary 06/12/22
Observations/ Other Comments	./	./	./	./	J Dyer opinion is fungal rot. Valuation survey carried out by J Dyer 3/11/21. Exhibition items delivered to Westgate Hotel, Newport & awaiting to go to Blaen y Cwm Primary.
<b>ANNEX BUILDING</b>					
Ground Floor	./	./	./	./	Mould/rot on floor, appears very unsafe
Kitchen	./	./	./	./	Mould/rot on floor. Floor rotten through and unsafe. Kitchen units coming away from wall due to severe damp in floor of kitchen. R Dunham inspected.
First Aid Box	./	./	./	./	
Seating Area	./	./	./	./	Considerably amount of new damp on interior walls to left side of premises entering from the back entrance. Extensive rotting of wooden floor.
Stairway to upper room	./	./	./	./	
Upper Room	./	./	./	./	
Rear Entrance	./	./	./	./	Paint flaking off walls
Side Door	./	./	./	./	
Observations/ Other Comments					General deterioration evident. Alarms sounded & checked 5 <sup>th</sup> & 7 <sup>th</sup> Feb - OK
<b>Statutory annual Inspections:</b>					Dragon Fire & Security Systems (fire extinguishers) 06/12/2022. Dragon Fire & Security Systems (Intruder & fire alarms) 21/08/2024.

Signed: *T Hughes*

Town Clerk                      **Date:** 10/09/24  
Chairman of Finance & General Purposes Committee