

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 r Cyngor, Sefydliad Blaenau, Y Stryd Fawr, Blaenau, NP13 3BN
Tel: 01495 292817 e-mail: clerk@nantygloandblainatc.co.uk

Dear Member,

You are summoned to attend a hybrid meeting of the Town Council to be held at **6.00pm on Tuesday 24th September 2024** at the Council Chamber, Blaina Institute, High Street, Blaina.

If any member of the public wishes to attend the meeting, please contact the Town Clerk at the above e-mail by 3pm on 24th September 2024 for details of how to access the meeting.

Yours sincerely,



Town Clerk

AGENDA

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

Declaration of Interest

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

1. Apologies:

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

2. Town Mayor's Communications:

The Town Mayor's communications for August & September 2024.

3. Questions from the Public:

To receive any questions from the public regarding matters on the agenda (please note this is limited to 10 minutes).

4. Minutes of the Meeting of the Town Council held 23rd July 2024 (pages 32 – 36)

Members are invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

a) Matters arising, for information & clarification only:

5. Minutes of the Events Committee Meeting held 23rd July 2024 (pages 37 -42)

Members are invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

- a) Matters arising, for information & clarification only:

6. Minutes of the Planning & Highways Committee Meeting held 10th September 2024 (pages 43 – 49)

Members are invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

- a) Matters arising, for information & clarification only:

7. Minutes of the Finance & General Purposes Committee Meeting held 10th September 2024 (pages 50 - 54)

Members are invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

- a) Matters arising, for information & clarification only:

8. 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) One Voice Wales – (for information & consideration - copy attached):

E-mail re: Training Dates, September to December 2024

- b) Planning Department, Blaenau Gwent County Borough Council (for information & consideration – copy attached):

Response received due to queries made in respect of a Planning Application.

9. Application to the Community Grant Fund:

None received to date.

10. Audit Wales:

Members are informed that the External Auditor's report and certificate in respect of the Annual Return for the year ending 31st March 2023 has now been received. Members are invited to note, and if agreed, to approve and accept the Annual Return and Audit Opinion.

Members are also informed that the Annual Return and Audit Opinion has been displayed on the Town Council's website and notice board as required by legislation (*copies attached*).

11. Audit Action Plan:

Members are invited to consider the Audit Action Plan for year ending 31st March 2023 (External Audit) & 31st March 2024 (Internal Audit), and if appropriate, approve the plan (*copy attached*).

12. Renewal of Contracts:

In line with the Town Council's Financial Regulations, Members are invited to consider the information attached for the renewal of contracts in respect of the photocopier and photocopying service (*copies attached*):

13. Members Updates:

Members are invited to inform and provide updates of any recent activities and/or concerns.

14. Confidential Information:

The following item(s) may contain information that is of a confidential or personal nature and is therefore exclusive to Members of the Town Council only. (Public Bodies Admission to Meetings Act 1960).

Mem no. 4

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 r Cyngor, Sefydliad Blaenau, Y Stryd Fawr, Blaenau, NP13 3BN
Tel: 01495 292817 e-mail: clerk@nantygloandblainatc.co.uk

Minutes of the hybrid Meeting of the Full Council held at 6pm on Tuesday 23rd July 2024 at the Council Chamber, Blaina Institute, High Street, Blaina.

A meeting to which members of the public were entitled to attend.

Present: Councillor M Williams, Town Mayor, presiding
Councillors G Morvan, L Harris, C Hillman (remote), D Hillman, K Jones & L Emanuel.
In attendance: Mrs T Hughes – Town Clerk/RFO

Prior to the start of the meeting, the Town Clerk informed that no members of the public or press were in attendance. **Resolved** to note the information received.

Declaration of Interest

Members were invited to declare matters of interest either at the beginning or at any time during the proceedings. Please note that all declarations of interest must be recorded in the book provided. **Resolved** to note that no such declarations were received.

1. Apologies:

Members were invited to consider the apologies for absence received and to formally resolve to accept. **Resolved** to note that apologies were received from Mrs N Horner, Assistant Officer and Councillors J Bond and L King

Further Resolved that the apologies be approved.

2. Town Mayor's Communications:

The Town Mayor's communications for July 2024.

The Town Mayor apologised for not Attending the last meetings which were held on 9th July.

The Town Mayor informed that he attended the 50th anniversary celebrations at Riverside in Blaina and that he completed the Three Peaks Challenge in aid of his Mayoral Appeal. He completed this in a record time of 14 hours and 42 minutes and has raised £1200 in aid of his Mayoral Appeal so far.

Resolved to note the information received.

3. Questions from the Public:

To receive any questions from the public regarding matters on the agenda (please note this is limited to 10 minutes).

Resolved to note that no questions were received.

4. **Minutes of the Meeting of the Town Council held 25th June 2024 (pages 13 – 19)**

Members were invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

a) Matters arising, for information & clarification only:

Page 14 (4a & 14d) – In response to a query, the Town Clerk informed that further details in respect of three quotes had been received and that the Formal Deed of Surrender had been accepted by the solicitor and was in the process of being legally completed. When this had been completed, a Task & Finish Group meeting would be arranged.

Resolved that the minutes be approved.

5. **Minutes of the Events Committee Meeting held 25th June 2024 (pages 20 - 23)**

Members were invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings.

a) Matters arising, for information & clarification only:

Resolved that the minutes be approved.

6. **Notes of the Planning & Highways Committee Meeting held 9th July 2024 (pages 24 – 26)**

Members were invited to consider the above notes and if appropriate to approve them as an accurate record of proceedings and to **ratify the agreements made**.

a) Matters arising, for information & clarification only:

Resolved that all agreements as detailed were **Ratified**.

Resolved that the notes be approved and **Further Resolved** that all agreements detailed within be **Ratified**.

7. **Notes of the Finance & General Purposes Committee Meeting held 9th July 2024 (pages 27 - 31)**

Members were invited to consider the above minutes and if appropriate to approve them as an accurate record of proceedings and to **ratify the agreements made**.

a) Matters arising, for information & clarification only:

Page 28 (3a) – In response to a query, the Town Clerk informed that, although the research was ongoing, to date, no funding for Christmas Lights had been identified. The query in respect of CCTV, an update had not been received to date.

Page 29 (3d) – it was clarified that Cllr L Harris was the representative in respect of the Town Council and Cllr Harris informed that she would be attending the meeting in September.

Page 30 (7) – It was clarified that the large planters nearby Asda roundabout, Garn Cross, Nantyglo & Blaina sign and Co-op had now all been completed in addition to all the other planters within Nantyglo & Blaina.

Resolved that all agreements as detailed were **Ratified**.

Resolved that the notes be approved and **Further Resolved** that all agreements detailed within be **Ratified**.

8. Correspondence:

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

a) John Henry – JDH Business Services (for information):

E-mail re: acknowledgement and clarification on Internal Audit report.

The Town Clerk / RFO informed that the recommendation contained within the report would be put on a future agenda for consideration when the audit reports were received from Audit Wales.

Resolved to note the information received.

b) Information Commissioner's Office (for information):

Certificate re: Renewal of Data Protection Registration Certificate.

Resolved to note the information received.

c) Ron Bailey – UK Parliament (for information & consideration):

E-mail re: NALC & SLCC Support Campaign – Safety of Lithium ion Batteries, e-bikes & scooters.

Members considered the information and agreed with the proposals in respect of safety.

Resolved to note the information received and **Further Resolved** to support the campaign.

d) Blaenau Gwent CBC (for information & consideration):

i. Town & Community Council Liaison Committee – Overview Position of Blaenau Gwent Town Centre CCTV Zones.

Members considered the information, and the following comments were made:

- 2.9 – that only 2 CCTV cameras in Nantyglo & Blaina was unacceptable and that a minimum of 4 was required in Blaina and 2 in Nantyglo. This issue would be raised at the next Liaison meeting with Blaenau Gwent CBC.
- 3 – outlined the options for CCTV:
 - Option 1 – how much would this cost?
 - Option 2 – how much would this cost and with whom?
 - Option 3 – only if it proved viable for residents of Nantyglo & Blaina.
- Ebbw Vale & Cwm had a total of 17 CCTV cameras but no Town Council – who would continue to fund these cameras?
- Should read 'not lawfully breached'?

- 6.5 – Why were Gwent Police and/or the Police & Crime Commissioner not contributing the cost of CCTV?

Resolved to note the information received and **Further Resolved** to raise the issue of the number of cameras located in Nantyglo & Blaina at the next Liaison Meeting with Blaenau Gwent CBC.

ii. **Licensing Application for information only:**

Chris Adams, Blaina Community Sports Club (name & address of applicant)

Application for the variation of the designated premises supervisor to be named as Chris Adams (Licensing Act 2003) (details of application)

Blaina Community Sports Club, Central Park, Surgery Road, Blaina (premises).

Resolved to note the information received.

e) Caroline Bridge – Riverside Flats (for information):

Thank you card & note in respect of recent financial donation.

Resolved to note the information received.

9. **Application to the Community Grant Fund:**

None received to date.

Resolved accordingly.

10. **Town Council Vacancies:**

Members were invited to consider the attached application received in respect of a previously advertised vacancy in the Blaina ward for co-option to the Town Council.

Members were reminded of the Council's Standing Orders in respect of co-option.

- Lynne HIGGINS

Resolved that the Town Clerk and Assistant Officer act as 'Tellers' for the vote.

Unanimously Resolved that Lynne Higgins be co-opted as a Member of the Town Council for the Blaina Ward.

11. **Planning Applications:**

Members were invited to consider the applications listed below and, with the permission of the Chair, any further applications that may be received prior to the date of the meeting:

a) Plan Application No. P/2024/0173 – Plots 33, 35, 39,40 & 41 Beech Tree Crescent,

Tanglewood, Blaina :

Erection of 5 residential dwellings (C3) with associated infrastructure at plots 33,35,39,40 & 41 Beech Tree Crescent, Tanglewood, Blaina.

Members expressed the following comments:

- The proposal was to renew the planning application for another 5 years.
- The road had not been adopted to date and the highway was not yet complete.
- The unadopted road was up a hill which required a snow plough at times during the winter – as the road was not yet adopted, a snow plough could not go up the road.

Resolved that no representations or objections be made.

Meeting declared closed at 6.35pm

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Tel: 01495 292817 e-mail: clerk@nantygloandblainatc.co.uk

Minutes of the hybrid Meeting of the Events Committee held at the Council Chamber, Blaina Institute, High Street, Blaina at 6.40pm on Tuesday 23rd July 2024.

A meeting to which members of the public were entitled to attend.

Present: Councillor M Williams, Vice Chair of the Events Committee,
Presiding: Councillors G Morvan, D Hillman, C Hillman (Remotely), K Jones JP, L Harris & L Emanuel.

In attendance: Mrs Tracy Hughes, Town Clerk

Prior to the start of the meeting, the Town Clerk informed that no members of the public or press were present. **Resolved** to note the information received.

Declaration of Interest

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

Resolved to note that no declarations were received.

1. **Apologies:** Members were invited to consider the apologies for absence received and to formally resolve to accept.

Resolved to note that apologies were received from Mrs N Horner, Assistant Officer and Councillors J Bond & L King.

Further Resolved to accept the apologies received.

2. **Questions from the public:** To receive any questions from the public on matters on the agenda.

Resolved to note that no questions from public were received.

3. Correspondence:

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

a) Email from rcarter@onevoicewales.wales (for information):

E-mail from Rachel Carter informing that she would be available to judge to Nantyglo & Blaina In Bloom competition.

Resolved to note information received.

b) Email from chrisadamsx@btinternet.com (for information & consideration):

Email of thanks for Town Council's support for agreeing to purchase a memorial brick for the late David Watkins also photographs for some ideas and suggested wording for the Memorial Brick.

Members considered the text, which summarised David Watkins' achievements very well but thought that, due to the number of characters available on the bricks, the text should be further summarised to fit. The text could then be sent to Mr Watkins' family (via Cllr D Hillman) for their approval prior to ordering the brick.

Resolved to note information received and **Further Resolved** to further summarise the text prior to sending it to David Watkins' family for consideration.

c) Email from One Voice Wales: (for information & consideration):

New consultation: Draft priorities for Culture 2024 - 2030

Members considered the consultation and agreed for the Town Clerk and Assistant Officer to complete and submit on behalf of the Town Council.

Resolved to note information received and **Further Resolved** that the Town Clerk and assistant Officer complete and submit responses on behalf of the Town Council.

d) Email from andrew.parker@blaenau-gwent.gov.uk (for information)

Windrush Generation Exhibit. Exhibition on display until 31st July 2024

The Town Clerk informed that (at very short notice), Blaenau Gwent CBC had delivered and set up the exhibition in the Council Chamber. The exhibition was part of a larger exhibition which told the stories of the people of the Windrush Generation. The exhibition would be open until Wednesday 31st August 2024. The Town Clerk also informed that Blaenau Gwent CBC had designed and distributed publicity for the exhibition.

Resolved to note the information received.

- e) Email from Town Mayor, Cllr M Williams (*for information & consideration*):
Riot Plaque Proposal.

The Town Mayor informed that it was the 90th anniversary of the Blaina Riots in March 2025 and thought that Coed y Garn Primary School was the ideal safe location for the plaque to commemorate the Blaina Riots due to its close proximity to the site.

Members agreed with the Town Mayor's suggestion and the suggestion was proposed and seconded. It was also stated that the school governors at Coed y Garn was also in favour of the proposal.

Resolved to note information received and **Further Resolved** to support the proposal and work with Coed y Garn Primary in respect of the ceremony.

- f) Email from Debbie.cox@keepwalestidy.cymru (*for information*):
Litter picking along Ebbw Fach Trail Friday 4th October to Sunday 13th October 2024

Resolved to note information received

Additional correspondence received – with permission of the Chair:

- g) Email from karen.williams@blaenau-gwent.gov.uk (*for information*):

Princess Day & Christmas Family Fun Day.

Members were informed that Blaenau Gwent CBC were holding a 'Princess Day' in the Town Centre on Friday 9th August 2024. Members were welcome to attend.

The e-mail also informed that a Christmas Family Fun Day would be held on Saturday 30th November 2024 at Central Park.

Resolved to note information received

4. Planters:

Members to confirm if any items have been purchased that was agreed/resolved during previous meetings.

Members confirmed that the updates in respect of this item had been provided at the previous meeting.

Resolved accordingly.

5. **Mayoral Photographs:**

Local Contractor Russell Dunham quoted £30.00 to fix photographs to wall.

Members considered the quotation and agreed that Russel Dunham, as miscellaneous and Christmas Lights contractor to the Town Council put the mayoral Photo Frames up in the Council Chamber at a total cost of £30.

In response to a query from the Town Clerk, it was clarified that Council had previously resolved to purchase the frames for the photographs and to have the photos printed.

Resolved that Mr R Dunham fix the Mayoral photographs in the Council Chamber at a cost of £30 and **Further Resolved** that the frames be purchased for the Mayoral photographs and **Also Resolved** the photographs be printed at an appropriate cost.

6. **Purchase 15 flags and broom handles to display through towns during the summer period.**

Members discussed the possibility of suggestion put forward by Local Contractor, Russel Dunham to purchase 15 (Welsh Flags) (5ft x 3ft) and 15 broom handles to display through town centre during the summertime. Russell Dunham had verbally quoted £80 to put up the 30 flags throughout the town.

Members queried where exactly the flags would be displayed but all agreed that this would help to improve the image of the towns.

Resolved to note information received and **Further Resolved** to purchase 15 Welsh Flags (5ft x 3ft) and 15 broom handles subject to a maximum budget of £200.

7. **Annual Events 2024/2025:**

Members to discuss – in particular the item for consideration on page 2.

Item for consideration – Open Day at Nantyglo & Blaina:

Members considered the proposal from Cllr G Morvan to be an excellent idea for the residents of both Nantyglo & Blaina. It was suggested to invite as many appropriate local and national organisations as possible with a maximum budget of £100 for both venue hire and basic refreshments.

Resolved to note information received and **Further Resolved** that an appropriate event be organised in both Nantyglo & Blaina with a maximum budget of £100

Updates on cinema tickets:

The Town Clerk informed members that:

Wednesday 24th July – approximately 132 tickets had been provided

Wednesday 31st July – approximately 50 tickets had been provided to date

Wednesday 7th August – approximately 58 tickets had been provided to date.

Wednesday 14th August – approximately 49 tickets had been provided to date.

The Town Clerk also informed that more posters had been distributed throughout Nantyglo and that the Town mayor had distributed many of the tickets for 24th July at Ystruth Primary School and that he intended to do a similar distribution in respect of tickets for 31st July 2024. Feedback from parents etc had been excellent. A Member informed that she had spoken to Andrea Durbin (Market Hall Cinema, Brynmawr), who had stated this was a wonderful boost for the cinema as it was struggling. The Town Mayor informed that he would try to publicise the event online.

Resolved to note information received.

Halloween 2024:

The Town Clerk informed that following a conversation with the Town Centre Manager at Blaenau Gwent CBC, she informed that Blaenau Gwent CBC would NOT be holding a Halloween event in Blaina this year in order to avoid duplication with other organisations holding similar events.

Resolved to note the information received.

Christmas 2024:

Members discussed and agreed to hold the same events for Christmas as in 2023 i.e. a joint school Christmas Carol Concert and purchase selection packs for each pupil at the four local primary schools. Members noted that the calendar on the Events Planner was for 2023 and not 2024.

Resolved that a small selection pack be purchased for each primary school pupil at the four local primary schools for Christmas 2024 and **Further Resolved** to contact the four local primary schools to arrange a joint Christmas carol Concert during the first week of December at one of the four schools.

8. Confidential Information:

The following item(s) may contain information that was of a confidential or personal nature and was therefore exclusive to Members of the Town Council only. (Public Bodies Admission to Meetings Act 1960). **Resolved** that the motion be supported.

Item no. 6

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
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Tel: 01495 292817 E-mail: clerk@nantygloandblainatc.co.uk

**Minutes of the hybrid Meeting of the Planning & Highways Committee held at
Tuesday 10th September 2024 at 6pm.
at Council Chamber, Blaina Institute, High Street, Blaina
A meeting to which members of the public were entitled to attend.**

Present: Councillor K Jones JP, presiding, Chair, Planning & Highways Committee
Councillors D Hillman, C Hillman, L Harris, L Higgins, L Emanuel,
M Williams. Cllr G Morvan (Remotely)

In attendance: Mrs T Hughes, Town Clerk / RFO
Mrs N Horner, Assistant Officer
Mr A Parker, Service Manager, Blaenau Gwent CBC

To receive: Mr Andrew Parker – Service Manager Policy & Partnerships, Blaenau Gwent County Borough Council re: CCTV within Nantyglo & Blaina.

Members were reminded to note the Standing Orders relating to guest speakers:

Chair welcomed Cllr L Higgins to her first Council meeting. Cllr G Morvan will join meeting at 6pm as he has a prior engagement.

Cllr L Emanuel asked could she be excused to leave meeting at 7pm to attend a hospital visit.

Chair introduced & welcome guest speaker, Andrew Parker, BGCB, Policy Service Manager.

1. Members to receive the presentation.
2. Questions to be invited at the end of the presentation.
3. Members were requested to ask only one question each – if time allowed AND with permission of the Chair, a second question might be asked.
4. Members were reminded that there was to be no discussion or exchange of points of view between Members and that all dialogue was to be directed through the Chair.

Andrew parker (AP) gave an overview of his role within BGCB. Explained that CCTV transaction is of a complex situation across BG. AP oversees the public spaces CCTV, with 6 zones and 57 cameras around the valleys of BG. BG and Community Safety managed the housing of CCTV for over 20 years but serviced it out to Newport in 2014. 2018 – 2021 it was brought back to BG, but it was a record

only system which was transferred to the Civic Centre, Ebbw Vale, when that closed, the CCTV was transferred to laptops.

2022 BGCBC received capital investment and sourced 2 x 180-degree cameras which are installed in Blaina High Street and fed back in Blaina Library, then sent directly to Caerphilly Council, and any issues would be fed back to Gwent Police to be raised.

Question and Answers:

Q1. Were the cameras live monitored?

A1. Cameras were not monitored but recorded and only a responsible authority can access the footage.

Q2. If there was a road traffic accident, there would be no involvement from Gwent Police?

A2. Recommendation would be to contact the police. Insurance companies can obtain footage from CCTV recordings. Antisocial behaviour would need to go the Gwent Police.

Q3. How long will recordings be available for?

Q4. Storage was kept for 31 days for all authorities.

Cllr Hillman confirmed that he had read the report, and he got a few points noted.

Q5. Do you think the people of Blaina and Nantyglo were treated fairly with just 2 cameras in Blaina.

A5. It was not that the people of Blaina and Nantyglo were treated unfairly with 2 cameras. Nantyglo was mainly deployable cameras from 2010. Generally speaking, BGCBC worked with the remit of budgets. Blaina had benefitted from the cameras and with it BGCBC biggest success from a hit and run accident, which led to imprisonment. Although it's not about numbers of crimes, but there were only 6 actions for the year reported in Blaina. In 2018 BGCBC had a 2 tier CCTV system and Blaina increased from 1 and was now on the second tier. Each year the authority reviewed the structure.

Nantyglo, however, has more challenging issues. Community safety has had a deploy camera situated at Winchestown for antisocial behaviour. With regards to CCTV at Nantyglo a transfer pole was required to bounce footage one camera to another, if a camera was installed in Nantyglo the bounce back would not be suffice due to the distances.

Q6. Would there be calls from Gwent Police, if there were more cameras in Blaina and Nantyglo

A6. More cameras would not provide more police crime reports. The costs to update comes in at £10,000.00's, the cost to purchase cameras isn't that expensive, it was the cost of data to transfer from one camera to another and to the CCTV hubs.

There was a misconception that cameras were not working, but this was incorrect, all cameras were working.

Cllr M Williams and Cllr G Morvan joined the meeting at this juncture.

Q7. A Member informed that she once worked at the CCTV at Barleyfield site, Brynmawr and the imaging of CCTV footage was very clear.

AP confirmed that the cameras were now operating on 4K ultra, so images were even clearer and sharper than ever. Footage could now be viewed 24/7, where as previously, it could only be viewed when CCTV hub was open during working hours. There was a

misconception that the CCTV could aid with drug related crime, but no prosecution could be made from CCTV drug crime.

Q8. A Member explained that the 180 camera do not cover the whole High Street. The financial support requested from BGCBC for CCTV was a considerable amount and that it would need involve the Town Council to increase their Precept, which comes from BGCBC. Also, he continued to express that the use of personal ring bells to help solve crime was not acceptable.

AP informed that he would take comments back to BGCBC & explained that BGCBC needed to work with budgets restrains and the existing infrastructure.

Q9. A Member explained that she understood that BGCBC faced financial difficulties, but Cwmcelyn area benefited from patrols, as there were no CCTV cameras in areas, at one point there was drug issues, fires set alight and even cars burnt out in the area. Such issues were no longer present, but if there were issues to report in the area now, police were turning up from Newport, and they were struggling to find the area. Cwmcelyn recently had plants stolen too, if cameras were situated, the crime would have been reported.

A9. AP reported that surveillance was not always the key. A new camera was £5000 and the additional costs for data transfer, which is not always financially viable, it would be best to look at community surveillance vire the community safety initiatives. AP continued by asking Cllr Harris to please report all instances. He has got fridge magnets with contact details that he will distribute to members.

Q10. The Member asked could AP pass on for a patrol surveillance in the area of Cwmcelyn?

A10. AP confirmed that the feedback would be taken back and reported.

Q11. A Member asked for recommendations for home security.

A11. AP informed there were many good providers, BGCBC was not permitted to use any Chinese manufacturers. Surveillance ring doors bells were a good source, but he would seek advice form Community Safety and Police Crime Partnership Team at BGCBC.

BGCBC were trying to work on a CCTV policy. Tai Calon has CCTV camera at the bottom of High Street.

BGCBC do listen and tries to change but only had a limited finance available.

Q12. Regarding the finance, could a payment from Gwent Police and /or the Police & Crime Commissioner to help with the costs of CCTV?

A12. BGCBC was currently in discussions with Gwent Police and Community Safety regarding this matter for contributions towards the costs of CCTV.

Q13. Chair explained that Ebbw Vale do not have a Town or Community Council, so who would paying for their CCTV?

A13. BGCBC invests in £200,000 and there was the opportunity for the Town Council wanted to be part of the improvement for surveillance within Nantyglo and Blaina. AP confirmed he was not here to convince the Town Council & that it was about building partnerships. AP confirmed that if the Town Council decides not to financially help support

the CCTV, there would be no impact on the surveillance in Nantyglo and Blaina, although things may get tighter and more challenging.

AP reminded Town Council that the next Joint Liaison meeting on 25th September 2024 was in person.

Chair thanked Andrew Parker for his presentation and attendance.

Andrew Parker and Cllr L Emanuel left the Chamber at this juncture.

Prior to the start of the meeting, the Town Clerk informed that no members of the public or press were present. **Resolved** to note the information received.

The Chair informed of the fire procedures to be taken in the event of an emergency. **Resolved** to note the information received.

Declaration of Interest

Members were invited to declare matters of interest either at the beginning or at any time during the proceedings. Members were reminded that all declarations of interest must be recorded in the book provided. **Resolved** to note that Cllr L Harris & Mrs N Horner, AO declared an interest on the additional planning application Point 5 d). Town Clerk advised that as non-pecuniary and not likely to affect any resolution made, both Cllr L Harris & Mrs N Horner remain in the meeting for item 5d but not take part in any discussion or vote. **Resolved** as stated.

1. Apologies for absence: Members are invited to consider the apologies for absence and to formally resolve to accept. **Resolved** to note that apologies received from Cllr J Bond.

Resolved that the apology be accepted.

2. Questions from the public: To receive any questions from the public regarding matters on the agenda. There was a 10-minute allocation time for any questions from the public.

Resolved to note that no members of the press or public were present and that no questions were received.

3. Correspondence: Members were invited to consider the listed correspondence, plus with the Chair's permission, any urgent information that might be received prior to the date of the meeting.

No correspondence received to date.

Additional correspondence received with permission of the Chair

3.1 Email received from Kathryn.Childs@blaenau-gwent.gov.uk

An invite for a representative to attend BGCBC and Arcadis would be holding a workshop for external stakeholders to look at preliminary proposals for Active Travel improvements along the A467 Strategic Corridor and would like to invite a representative to attend.

Chair confirmed that if date and times permits, he would attend.

Resolved to note information received and **Further Resolved** that Chair (Cllr K Jones JP) attend, if time permits.

4. Decisions taken under delegated powers during August 2024:

Plan Application No. P/2024/0190 - 8 Berea Close, Blaina

Application for Proposed dormer extension.

Resolved to note that no representations or objections were made and **Further Resolved** to support the decision.

- 5. Planning Applications:** Members were invited to consider the applications listed below and, with the permission of the Chair, any further applications that may be received prior to the date of the meeting:

a) Plan Application No. P/2024/0163 – Miners Cabin, West Side, Blaina:

Application for construction of wooden cabin with change of use to holiday let.

The following observations were made and to be submitted to Planning Department.

- The application appeared to be made retrospectively
- There were concerns regarding the absence of parking
- There were concerns as to the absence of running water
- There were concerns as to the only toilet facility being a 'Portaloo' and the provision for emptying
- There did not appear to be any facilities for rubbish/refuse collection
- There were queries as to the payment of council tax for the property

Resolved that representations/queries listed be made in respect of the above planning application.

- b) Plan Application No .P/2024/0196 – Blaina Integrated Children’s Centre, High Street, Blaina, NP13 3BN:

Application for new single storey office extension to be built within the existing courtyard. The proposal will include an external store unit for the ASHP & childcare store and a bin / bike store to be located at the main entrance gates.

Resolved that no representation or objection be made.

- c) Plan Application No. P/2024/0223 – Land at Glyn Millwr, Stones Houses, Blaina, NP13 3AA:

The retention of the use of land as an extension to the existing Travellers Site to accommodate five pitches for family members, to construct a communal utility room block, retention of timber fencing, installation of private treatment plant with access and ecological improvements.

- As work had already commenced – should the application be stated as a ‘retrospective’ application
- It was reported that there was a public right of way at the rear of the existing site and that part of this had been ‘fenced off’
- There was a query as to the reference to Rhondda Cynon Taff Council in the information and how it related to the planning application.

Resolved that the representations/queries listed be made in respect of the above planning application.

Additional correspondence received with permission of the Chair.

Cllr L Harris & Mrs N Horner declared a non-pecuniary interest in item 5d.

Resolved to note and **Further Resolved** that both Cllr L Harris and

- d) Plan Application No: P/2024/0187 - 93 Cwmcelyn Rd, Blaina.

Part Retrospective Planning Application for retention and completion of detached garage and Retaining walls and associated external works.

Resolved that no representation or objection made.

6. Licence Applications: Members were invited to note the application(s) for information only:

No Licence applications received to date.

Resolved accordingly.

7. Default Speed Limit: Survey requested by Welsh Government
Summary of Survey results received to date for consideration.

The following information has been submitted:

Play areas – to remain at 20mph 5 (Blaina)

Schools – to remain at 20mph 6 (Blaina)

High Street – to remain at 20mph 5 Blaina)

Housing estates – to remain at 20mph 6 (Blaina)

Hospitals – to remain at 20mph 3 (Blaina)

Station Road – to revert to 30mph 1 (Blaina)

High St: from Rising Sun Ind: Est: – to revert to 30mph 1 (Blaina)

All main roads to revert to 30mph– 6 (Blaina)

Resolved to note information received.

Meeting declared closed at 18:55pm

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

**Minutes of the hybrid Meeting of the Finance & General Purposes Committee held 6.55pm
Tuesday 10th September 2024 at the Council Chamber, Blaina Institute, High Street, Blaina.**

A meeting to which members of the public were entitled to attend.

Present: Councillor D Hillman, Chair of Finance & General Purposes Committee, presiding
Councillors G Morvan (remote), K Jones JP, C Hillman, M Williams, L Harris, L King,
L Emanuel & L Higgins.

In attendance: Mrs T Hughes, Town Clerk / RFO
Mrs N Horner, Assistant Officer

Prior to the start of the meeting, the Chair informed of the procedures to be followed in the event of an emergency. **Resolved** to note the information received.

Prior to the start of the meeting, the Town Clerk informed that no members of the public or press were in attendance. **Resolved** to note the information received.

Declaration of Interest

Members were invited to declare matters of interest either at the beginning or at any time during the proceedings. Members were reminded that all declarations must be recorded in the book provided. **Resolved** to note that no such declarations were received.

1. Apologies for absence:

Members were invited to consider the apologies for absence and to formally resolve to accept. **Resolved** to note that apologies were received from Cllr J Bond & Cllr L Emanuel informed that she had to leave the meeting at 7pm.

Further Resolved to accept the apologies received.

2. Questions from the Public:

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

Resolved to note that no questions were received from the public.

3. Correspondence:

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

a) Blaenau Gwent County Borough Council – (for consideration & information)

- i Email requested 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 had 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 were advised that the Town Council's insurers had confirmed that the Town Council's insurance policy allows for this.

In response to a query, the Town Clerk informed that in practice such a survey would only take place when the office was open to ensure that the appropriate access could be provided. Access to lockable cupboards and filing cabinets would not be provided to BCIL due to the General Data Protection Regulations

Resolved to note the information received and **Further Resolved** access be given to BCIL to all three rooms occupied by the Town Council.

- ii Email and information re: Community Energy Opportunity.

Resolved to note the information received.

b) One Voice Wales – (for information & consideration):

- i Innovative Practice Conference Report for 2024.

Members considered the report to contain useful information and Cllr Morvan (representative to OVW Larger Councils Committee) informed that the event had received very good feedback.

Resolved to note the information received

- ii OVW National Conference – 16th October 2024.

Cllr Morvan (representative to OVW Larger Councils Committee) informed that he was unavailable to attend the conference.

Resolved to note the information received.

Cllr L Emanuel left the meeting at this juncture.

c) Blaenau Gwent Foodbank – (for information):

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.

In response to a query, the Town Clerk informed that the information would be included on the Town Council website and that the foodbank could only be accessed via referrals made a number of agencies.

Resolved to note the information received.

d) Audit Wales (for information):

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

The Town Clerk / RFO informed that the audit opinion from Audit Wales in respect of the Town Council's full audit had recently been received and would be for discussion at the Full Council meeting on 24th September 2024.

Members considered the report and noted that 66% of Town/Community Councils had their annual returns qualified together with the explanation of the Audit Opinion, which Members & Officers considered to be confusing and negatively worded.

Resolved to note the information received

e) Wales Air Ambulance Charity (for information):

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

Resolved to note the information received.

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

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

Resolved that a financial donation of £200.00 be made to Blaenau Gwent Foodbank for September 2024 to assist residents of Nantyglo & Blaina.

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

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

a) *None received to date*

Resolved accordingly.

6. Salem Chapel:

Members were invited to consider the attached inspection report:

- July 2024 – queries and comments were invited:
In response to a query, the Town Clerk informed that, to her untrained eye, the building had continued to deteriorate but that no additional issues had been identified.

Resolved that the report be approved.

- August 2024 - queries and comments were invited:
In response to a query, the Town Clerk informed that, to her untrained eye, the building had continued to deteriorate but that no additional issues had been identified.
Cllr Williams informed that the exhibition items were now displayed in an excellent location in Newport and that a March had been planned to take place in Newport to commemorate the 185th anniversary of the original Chartist March on Newport.

Resolved that the report be approved and **Further Resolved** to note the information received.

7. Confidential Information:

The following item(s) might contain information that was of a confidential or personal nature and was therefore exclusive to Members of the Town Council only. (Public Bodies Admission to Meetings Act 1960). **Resolved** that the motion be supported.

Tracy

From: Wendi Patience <wpatience@onevoicewales.wales>
Sent: 10 September 2024 17:20
To: Wendi Patience
Cc: Wendi Patience
Subject: TRAINING DATES - SEPTEMBER - DECEMBER TRAINING DATES
Attachments: Bursary letter up to Feb 2024-25 £100.docx; Free Places Form 2024-2025.docx; Overview Modules 2024.pdf

Dear Colleagues,

Please find below details of Remote training sessions that are taking place in September -December 2024 please bring this to the attention of your council.

The cost of the training is £40 for members or £63 per person for non-members. You will be invoiced after the training has taken place.

There is a bursary available to eligible councils.

Session times are listed against the module date – Please note all training sessions are in English unless otherwise stated.

Date	Day	Module	Time
30/09/2024	Monday	New Councillor Induction	6.30-8.00pm
22/10/2024	Tuesday	New Councillor Induction	6.30-8.00pm
31/10/2024	Thursday	New Councillor Induction	6.30-8.00pm
06/11/2024	Wednesday	New Councillor Induction	6.30-8.00pm
05/12/2024	Thursday	New Councillor Induction	6.30-8.00pm

09/10/2024	Wednesday	The Council - Module 1	6.30-8.00pm
24/10/2024	Thursday	The Council - Module 1	6.30-8.00pm
26/11/2024	Tuesday	The Council - Module 1	6.30-8.00pm

18/09/2024	Wednesday	The Councillor - Module 2	6.30-8.00pm
23/10/2024	Wednesday	The Councillor - Module 2	6.30-8.00pm
13/11/2024	Wednesday	The Councillor - Module 2	6.30-8.00pm
09/12/2024	Monday	The Councillor - Module 2	6.30-8.00pm

17/09/2024	Tuesday	The Council as an Employer - Module 3	6.30-8.00pm
01/10/2024	Tuesday	The Council as an Employer - Module 3	6.30-8.00pm
17/10/2024	Thursday	The Council as an Employer - Module 3	6.30-8.00pm
06/11/2024	Wednesday	The Council as an Employer - Module 3	6.30-8.00pm
20/11/2024	Wednesday	The Council as an Employer - Module 3	6.30-8.00pm
26/11/2024	Tuesday	The Council as an Employer - Module 3	6.30-8.00pm
11/12/2024	Wednesday	The Council as an Employer - Module 3	6.30-8.00pm

11/09/2024	Wednesday	Understanding the Law - Module 4	6.30-8.00pm
01/10/2024	Tuesday	Understanding the Law - Module 4	6.30-8.00pm
10/10/2024	Thursday	Understanding the Law - Module 4	6.30-8.00pm
23/10/2024	Wednesday	Understanding the Law - Module 4	6.30-8.00pm
14/11/2024	Thursday	Understanding the Law - Module 4	6.30-8.00pm
27/11/2024	Wednesday	Understanding the Law - Module 4	6.30-8.00pm
11/12/2024	Wednesday	Understanding the Law - Module 4	6.30-8.00pm

16/10/2024	Wednesday	The Council Meeting - Module 5	6.30-8.00pm
29/10/2024	Tuesday	The Council Meeting - Module 5	6.30-8.00pm
28/11/2024	Thursday	The Council Meeting - Module 5	6.30-8.00pm

23/09/2024	Monday	Local Government Finance - Module 6	6.30-8.00pm
03/10/2024	Thursday	Local Government Finance - Module 6	6.30-8.00pm
15/10/2024	Tuesday	Local Government Finance - Module 6	6.30-8.00pm
30/10/2024	Wednesday	Local Government Finance - Module 6	6.30-8.00pm
07/11/2024	Thursday	Local Government Finance - Module 6	6.30-8.00pm
21/11/2024	Thursday	Local Government Finance - Module 6	6.30-8.00pm
04/12/2024	Wednesday	Local Government Finance - Module 6	6.30-8.00pm

25/09/2024	Wednesday	Health & Safety - Module 7	6.30-8.00pm
15/10/2024	Tuesday	Health & Safety - Module 7	6.30-8.00pm
12/11/2024	Tuesday	Health & Safety - Module 7	6.30-8.00pm
18/11/2024	Monday	Health & Safety - Module 7	6.30-8.00pm

25/09/2024	Wednesday	Introduction to Community Engagement - Module 8	6.30-8.00pm
09/10/2024	Wednesday	Introduction to Community Engagement - Module 8	6.30-8.00pm
05/11/2024	Tuesday	Introduction to Community Engagement - Module 8	6.30-8.00pm
27/11/2024	Wednesday	Introduction to Community Engagement - Module 8	6.30-8.00pm

11/09/2024	Wednesday	Code of Conduct - Module 9	6.30-8.00pm
23/09/2024	Monday	Code of Conduct - Module 9	6.30-8.00pm
24/09/2024	Tuesday	Code of Conduct - Module 9 - In Welsh	6.30-8.00pm
02/10/2024	Wednesday	Code of Conduct - Module 9	6.30-8.00pm
10/10/2024	Thursday	Code of Conduct - Module 9	6.30-8.00pm
16/10/2024	Wednesday	Code of Conduct - Module 9 - In Welsh	6.30-8.00pm
21/10/2024	Monday	Code of Conduct - Module 9	6.30-8.00pm
30/10/2024	Wednesday	Code of Conduct - Module 9	6.30-8.00pm
13/11/2024	Wednesday	Code of Conduct - Module 9	6.30-8.00pm
28/11/2024	Thursday	Code of Conduct - Module 9	6.30-8.00pm
12/12/2024	Thursday	Code of Conduct - Module 9	6.30-8.00pm

25/09/2024	Wednesday	Chairing Skills - Module 10	6.30-8.00pm
09/10/2024	Wednesday	Chairing Skills - Module 10	6.30-8.00pm
31/10/2024	Thursday	Chairing Skills - Module 10	6.30-8.00pm
04/11/2024	Monday	Chairing Skills - Module 10	6.30-8.00pm
12/11/2024	Tuesday	Chairing Skills - Module 10	6.30-8.00pm

05/12/2024	Thursday	Chairing Skills - Module 10	6.30-8.00pm
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10/09/2024	Tuesday	Creating a Community Place Plan - Module 12	6.30-8.00pm
22/10/2024	Tuesday	Creating a Community Place Plan - Module 12	6.30-8.00pm
13/11/2024	Wednesday	Creating a Community Place Plan - Module 12	6.30-8.00pm
02/12/2024	Monday	Creating a Community Place Plan - Module 12	6.30-8.00pm

18/09/2024	Wednesday	Community Engagement Part 2 - Module 13	6.30-8.00pm
17/10/2024	Thursday	Community Engagement Part 2 - Module 13	6.30-8.00pm
20/11/2024	Wednesday	Community Engagement Part 2 - Module 13	6.30-8.00pm
10/12/2024	Tuesday	Community Engagement Part 2 - Module 13	6.30-8.00pm

24/09/2024	Tuesday	Equality & Diversity - Module 14	6.30-8.00pm
11/11/2024	Monday	Equality & Diversity - Module 14	6.30-8.00pm
04/12/2024	Wednesday	Equality & Diversity - Module 14	6.30-8.00pm

24/09/2024	Tuesday	Information Management - Module 15	6.30-8.00pm
02/10/2024	Wednesday	Information Management - Module 15	6.30-8.00pm
12/11/2024	Tuesday	Information Management - Module 15	6.30-8.00pm
14/11/2024	Thursday	Information Management - Module 15 - in Welsh	6.30-8.00pm
03/12/2024	Tuesday	Information management - Module 15	6.30-8.00pm

26/09/2024	Thursday	Use of IT, Websites and Social Media - Module 16	6.30-8.00pm
07/10/2024	Monday	Use of IT, Websites and Social Media - Module 16	6.30-8.00pm
22/10/2024	Tuesday	Use of IT, Websites and Social Media - Module 16 - In Welsh	6.30-8.00pm
14/11/2024	Thursday	Use of IT, Websites and Social Media - Module 16	6.30-8.00pm
04/12/2024	Wednesday	Use of IT, Websites and Social Media - Module 16	6.30-8.00pm

17/09/2024	Tuesday	Making Effective Grant Applications - Module 17	6.30-8.00pm
23/10/2024	Wednesday	Making Effective Grant Applications - Module 17	6.30-8.00pm
19/11/2024	Tuesday	Making Effective Grant Applications - Module 17	6.30-8.00pm
28/11/2024	Thursday	Making Effective Grant Applications - Module 17	6.30-8.00pm

08/10/2024	Tuesday	Effective Staff Management - Module 18	6.30-8.00pm
11/11/2024	Monday	Effective Staff Management - Module 18	6.30-8.00pm
03/12/2024	Tuesday	Effective Staff Management - Module 18	6.30-8.00pm

11/09/2024	Wednesday	Devolution of Services / Community Asset Transfer - Module 19	6.30-8.00pm
10/10/2024	Thursday	Devolution of Services / Community Asset Transfer - Module 19	6.30-8.00pm
05/11/2024	Tuesday	Devolution of Services / Community Asset Transfer - Module 19	6.30-8.00pm
04/12/2024	Wednesday	Devolution of Services / Community Asset Transfer - Module 19	6.30-8.00pm

19/09/2024	Thursday	Wellbeing of Future Generations Act 2015 / Sustainability - Module 20	6.30-8.00pm
24/10/2024	Thursday	Wellbeing of Future Generations Act 2015 / Sustainability - Module 20	6.30-8.00pm
19/11/2024	Tuesday	Wellbeing of Future Generations Act 2015 / Sustainability - Module 20	6.30-8.00pm

18/09/2024	Wednesday	Advanced Understanding Local Government Finance - Module 21	6.30-8.00pm
17/10/2024	Thursday	Advanced Understanding Local Government Finance - Module 21	6.30-8.00pm
28/10/2024	Monday	Advanced Understanding Local Government Finance - Module 21	6.30-8.00pm
21/11/2024	Thursday	Advanced Understanding Local Government Finance - Module 21	6.30-8.00pm
27/11/2024	Wednesday	Advanced Understanding Local Government Finance - Module 21	6.30-8.00pm

11/09/2024	Wednesday	Community Asset Transfer - Module 23	6.30-8.00pm
09/10/2024	Wednesday	Community Asset Transfer - Module 23	6.30-8.00pm
13/11/2024	Wednesday	Community Asset Transfer - Module 23	6.30-8.00pm

17/09/2024	Tuesday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
23/09/2024	Monday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
03/10/2024	Thursday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
14/10/2024	Monday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
06/11/2024	Wednesday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
25/11/2024	Monday	Finance & Governance Toolkit - Module 24	6.30-8.00pm
10/12/2024	Tuesday	Finance & Governance Toolkit - Module 24	6.30-8.00pm

10/09/2024	Tuesday	Biodiversity Part 1 - Module 25	6.30-8.00pm
26/09/2024	Thursday	Biodiversity Part 1 - Module 25	6.30-8.00pm
23/10/2024	Wednesday	Biodiversity Part 1 - Module 25	6.30-8.00pm
12/11/2024	Tuesday	Biodiversity Part 1 - Module 25	6.30-8.00pm
09/12/2024	Monday	Biodiversity Part 1 - Module 25	6.30-8.00pm

26/09/2024	Thursday	Biodiversity Part 2 - Module 26	6.30-8.00pm
08/10/2024	Tuesday	Biodiversity Part 2 - Module 26	6.30-8.00pm
07/11/2024	Thursday	Biodiversity Part 2 - Module 26	6.30-8.00pm
11/12/2024	Wednesday	Biodiversity Part 2 - Module 26	6.30-8.00pm

15/10/2024	Tuesday	Nature Project Management - Module 27	6.30-8.00pm
20/11/2024	Wednesday	Nature Project Management - Module 27	6.30-8.00pm
12/12/2024	Thursday	Nature Project Management - Module 27	6.30-8.00pm

Please don't hesitate to contact me via email if you wish to place bookings.

Kind regards,

Wendi Patience
Administration Officer / Swyddog Gweinyddol
One Voice Wales / Un Llais Cymru
24c College Street / 24c Stryd y Coleg
Ammanford / Rhydaman
Carmarthenshire / Sir Caerfyrddin
SA18 3AF



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.

From: Clerk <clerk@nantygloandblainatc.co.uk>

Sent: Wednesday, September 11, 2024 11:07 AM

To: BGCBC - Planning <Planning.bgcbbc@blaenau-gwent.gov.uk>

Subject: RE: Planning Consultation - P/2024/0223 - Land at Glynmillwr, Near Stones Houses, Blaina

External: This email originated from outside Blaenau Gwent Borough Council. Please take care when clicking links.

Allanol: Daeth yr e-bost hwn o'r tu allan Cyngor Bwrdeistref Sirol Blaenau Gwent. Cymerwch ofal wrth glicio ddolenni.

Good morning,

At a meeting of the Town Council's Planning Committee held last night, it was resolved that the following representations/queries be made in respect of the above planning application:

- As work has already commences – should the application be stated as a 'retrospective' application
The description is THE RETENTION OF THE USE OF LAND AS AN EXTENSION TO THE EXISTING TRAVELLERS SITE TO ACCOMMODATE FIVE PITCHES FOR FAMILY MEMBERS, TO CONSTRUCT A COMMUNAL UTILITY ROOM BLOCK, RETENTION OF TIMBER FENCING, INSTALLATION OF PRIVATE TREATMENT PLANT WITH ACCESS AND ECOLOGICAL IMPROVEMENTS
- It is reported that there is a public right of way at the rear of the existing site and that part of this has been 'fenced off'
There are no public rights of way within the application site. If you believe any have been fenced off you should contact Gwyn Teague RoW Officer and Lousie Horner in Estates.
- The legal order states the Respondents as Welsh Ministers and Rhondda Cynon Taff County Borough Council – does this relate to this specific application?
This is just supporting information regarding precedents with this type of application.

Mem no. 10

**NOTICE OF CONCLUSION OF AUDIT
AND RIGHT TO INSPECT THE ANNUAL RETURN
FOR THE YEARS ENDED
31 MARCH 2023**

Public Audit (Wales) Act 2004 Section 29
Accounts and Audit (Wales) Regulations 2014

- | | |
|---|--|
| (a) Insert name, position and address of person to whom local government electors should apply to inspect the annual return | 1. The audit of accounts for the Nantyglo & Blaina Town Council for the years ended 31 March 2023 has been concluded. |
| (b) Insert the times between which a local government elector may apply to inspect the annual return | 2. The annual return is available for inspection by any local government elector for the area of the Nantyglo & Blaina Town Council on application to:

(a) Mrs T Hughes, Town Clerk / Responsible Finance Officer
Nantyglo & Blaina Town Council
Town Council Offices
Blaina Institute, High Street
Blaina, Gwent. NP13 3BN

between (b) 9.30 am and 2.30 pm on Mondays to Thursday and 9.30am and 12.30pm on Fridays

(excluding public holidays), when any local government elector may make copies of the annual return. |
| (c) Insert a reasonable sum for copying costs | 3. Copies will be provided to any local government elector on payment of (c)

£1.00 for each copy of the annual return. |
| (d) Insert name and position of person placing the notice | (d) Mrs Tracy Hughes – Town Clerk / Responsible Finance Officer |
| (e) Insert date of placing of the notice | (e) 30 th July 2024 |

Community and Town Councils in Wales

Annual Return for the Year Ended 31 March 2023

Accounting statements 2022-23 for:

Name of body:

Nantyglo & Blaina Town Council

	Year ending		Notes and guidance for compilers
	31 March 2022 (£)	31 March 2023 (£)	
			<p>Please round all figures to nearest £.</p> <p>Do not leave any boxes blank and report £0 or nil balances.</p> <p>All figures must agree to the underlying financial records for the relevant year.</p>
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	121,249	123,068	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	84,700	84,700	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	2,142	3,192	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	52,013	56,869	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	1,393	1,393	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	31,617	37,276	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	123,068	115,423	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
Statement of balances			
8. (+) Debtors	0	0	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	123,068	115,423	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	0	0	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	123,068	115,423	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	137,539	139,532	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	7,170	6,114	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2023, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: <ul style="list-style-type: none"> effective financial management during the year; and the preparation and approval of the accounting statements. 	✓		Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/Committee to conduct its business or on its finances.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	✓		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	✓		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
9. Trust funds – The body acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.			Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2022-23 was £8.82 per elector.

In 2022-23, the Council made payments totalling £2400.00 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

Council/Board/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2023.

RFO signature:



Name: TRACY HUGHES

Date: 27/06/2023

Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref: PAGE 20(23/24) - ITEM 11 C (V)

Chair of meeting signature:



Name: CLLR. KEITH JENKINS

Date: 27/06/2023

Auditor General's report and audit opinion

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2023 of **Nantyglo and Blain Town Council**. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 (the 2004 Act) and guidance issued by the Auditor General for Wales.

Audit opinion: Unqualified

Except for the matters reported below in my Basis for Qualification, on the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Other matters and recommendations

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council:

Arithmetic error in accounts

There is a minor arithmetic error in the Accounting Statement (line 7). This is due to a rounding difference.

We recommend that the Council checks the arithmetic and addresses any rounding differences before approval.

Adequate Accounting Records

The Council utilises a manual cashbook which in our view does not have sufficient information. We draw your attention to the One Voice Wales Practitioner's guide which sets out the minimum requires of what should be included within the cashbook.

There are no further matters I wish to draw to the Council's attention.

 Deryck Evans, Audit Manager, Audit Wales For and on behalf of the Auditor General for Wales	Date: 29/07/2024
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Annual internal audit report to:

TOWN COUNCIL

Name of body: Nantyglo and Blaina Town Council

The Council/Board/Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2023.

The internal audit has been carried out in accordance with the Council/Board/Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/Board/Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			✓		
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓				

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					


* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council/Board/Committee are included in my detailed report to the Council/Board/Committee dated 16/05/2023.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2021-22 and 2022-23. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	JDH BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	
Date:	16/05/2023

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Audit Action Plan

Issues Arising from Audit Year end 31st March 2023 (External Audit) & 2024 (Internal Audit)

Raised by:	Issue:	Recommendation	Action Taken:	Date of Action/Completed:	Actioned by:
Internal Auditor (May 2024)	Pay rises are notified to the payroll agent via an e-mail from officers.	The Chair should be included in the e-mail notifying the annual officer pay rise information to the payroll agent.	None at present time – no annual pay rise received. The Chair to be copied into the e-mail notifying the annual pay rise information to the payroll agent.	To be actioned annually when pay rise is received.	RFO & Chair of Council / Town Mayor
External Auditor (Audit Wales) (July 2024)	There is a minor arithmetic error in the Accounting Statement (line 7) which is due to a rounding difference.	The Council checks the arithmetic & addresses any rounding differences before approval.	That all rounding differences be checked and addressed prior to Council approving the Annual return & Annual Governance Statement.	To be actioned annually each May/June when the Annual Return and Annual Governance Statement is completed but prior to Council's approval.	RFO & Chair of Council / Town Mayor
External Auditor (Audit Wales) (July 2024)	The Council uses a manual cashbook which in our view does not have sufficient information.	We draw your attention to OVV Practitioner's guide which sets out the minimum requires of what should be included within the cashbook.	Following the advice of the Internal Auditor, electronic spreadsheets have been used and submitted for both the internal & external audits since April 2024.	April 2024 and ongoing.	RFO & Assistant Officer

Please note that the audit opinion from the external auditor (Wales Audit) in respect of year end 31st March 2024 has not been received as at September 2024 – recommendations from the External Auditor are in respect of year end **31st March 2023**.

T. Hughes
Town Clerk / RFO
September 2024

Item no. 11

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO a BLAENAU

Renewal of Contracts

Introduction:

Members may be aware that the Town Council has a 5 year lease with Konica Minolta in respect of the photocopier located in the office.

Purpose:

The 5 year lease with Konica Minolta ends in late October 2024 and, in line with the Town Council's Financial Regulations, Members are invited to consider the renewal of the contract in respect of the photocopier.

Report:

Three quotations have been sought and received in respect of a five year lease for an appropriate photocopier (see table below). A 5 year lease is preferred as it provides for a fixed price for the lease period.

Both Digihub Wales and Blue Sky are based in South Wales and claim to offer a quicker and more reliable service in respect of call outs and maintenance etc than Konica Minolta.

Konica Minolta have provided the Town Council with a photocopier since at least 2011.

Financial:

All prices stated are based on a 5 year lease agreement:

<u>Product</u>	<u>Cost</u>	<u>Supplier</u>	<u>Additional Info</u>
Konica Minolta bizhub C301i (new 2024 model)	£111.37 ex VAT (lease - per quarter) £0.0022 ex VAT – per page mono £0.0210 ex VAT – per page colour	Konica Minolta	Price includes scans, maintenance, parts, labour and toner
Canon DX C3926i (new)	£165.00 ex VAT (lease – per quarter) £0.0021 ex VAT – per page mono £0.0210 ex VAT – per page colour	Blue Sky Digital (Pontyclun)	Price includes scans, maintenance, parts, labour and toner
Canon C3525i (refurbished)	£135.00 ex VAT (lease - per quarter) £0.0021 ex VAT – per page mono £0.0210 ex VAT – per page colour	Blue Sky Digital (Pontyclun)	Price includes scans, maintenance, parts, labour and toner
Xerox AltoLink 8030 (light used)	£96.00 ex VAT (lease - per quarter) £0.0021 ex VAT – per page mono £0.0210 ex VAT – per page colour	Digihub Wales (Port Talbot)	Price includes scans, maintenance, parts, labour and toner

Recommendation:

That Members consider the above information and resolve accordingly.

Tracy Hughes - Town Clerk/RFO

September 2024