

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Mrs V Williams - Town Clerk/RFO

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

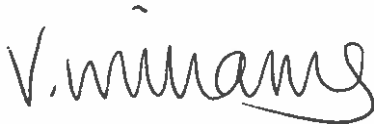
Tel: 01495 292817 e-mail: clerk@nantygloandblainatc.co.uk

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 and Highways Committee meeting at **5:30 pm on Tuesday 13th October 2026**.

If any member of the public wishes to attend the meeting remotely, please contact the Town Clerk at the above email or phone by 3pm on Tuesday, 13th October 2026 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) Carl Todd – Nature Recovery Officer BGCBC (for information – copy attached):

Volunteering dates for Community Nature Guardians including two dates at Trevor Rowson Wildlife and Heritage Park.

- b) Nicola Horner from The Cwtch, Blaina Community Centre (copy attached – for information):

Letter of thanks from The Cwtch for the recent Grant Donation from N&BTC.

- c) Darren Joslin – Flotek UK (copy attached – for information):

A list of equipment advised by Mr D Joslin of Flotek UK after his recent visit for upgrading the audio in the Town Council Chamber.

4. 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) Rev Rosemary Hill, St Peter's Church (application form attached)

- b) Michelle Hurter of Brynmawr rotary (application form attached)

5. Expenditure Report for September 2026, Half Year Report for 2026/27 and Bank Reconciliation (for both current account and savings account) - (copies attached for information):

Members are invited to consider, and if appropriate approve the following reports:

- a) Expenditure Report for September 2026, monthly expenditure to be ratified for September and upcoming payments for approval for October.

- b) Budget against actual expenditure half year report: please note the recommendations for approval.

- c) Bank Reconciliation for current account and savings accounts.

6. Update From the Town Clerk – (copy attached - for information):

Members are invited to review the following update from the Town Clerk/RFO regarding the following matters:

- a) Brief summary and update regarding a Data Breach, Agendas, Minutes and Grant Forms. Also attached is advice from the SLCC in regard to recording the minutes for a meeting.

b) Updated Grant form.

c) Photo Consent Forms.

7. Request for Financial Support for Coed Cae House made by Blaenau Gwent CBC Councillors Sonia Behr and Peter Baldwin:

Members are invited to discuss the presentation received before the meetings of the Planning & Highways and Finance & General Purposes and what actions they wish to take.

8. Nantyglo & Blaina Town Council Logo.

Members are invited to discuss the design of the new logo made by the Assistant Officer K Rowland and Cllr M Williams. If the logo is agreed upon then Town Councillor ID cards can be made and distributed ready for the event. If you are happy for a previous photo to be used or would like a new photo to be taken this can be arranged, please let the Town Clerk know what is preferable.

9. Halloween Event Sweet Purchases.

Members agreed that a £300 budget at a Task and Finish group meeting on the 22nd September to include Halloween sweets and items required for the Trick or Treat Trail. However this was not ratified at the Full Council Meeting that followed the Task and Finish group on 22nd September. Members are invited to ratify this expenditure at this time.

Blaenau Gwent Community Nature Guardians

Volunteer Sessions
Every Wednesday
13:00 - 16:00

30th Sept Roseheyworth Woodlands LNR

7th Oct Cwmtillery Lakes LNR

14th Oct Cwmtillery Lakes LNR

21st Oct Six Bells LNR

28th Oct Six Bells LNR

4th Nov Garden City LNR

11th Nov Garden City LNR

18th Nov Trevor Rowson LNR

25th Nov Trevor Rowson LNR



**THE AN
DEAL**
BLAENAU GWENT

*What's in it
for you?*

- Gain practical conservation and habitat management experience
- Learn about local wildlife and ecology
- Improve your health and wellbeing through outdoor activities
- Meet like-minded people and support your local community
- Help protect and enhance nature for future generations
- Opportunities to develop new skills and knowledge

Become a Community Nature Guardian

Here at Blaenau Gwent County Borough Council Ecology Team, we are looking to recruit enthusiastic volunteer Community Nature Guardians to help care for and enhance our local nature reserves.

Whether you are an experienced volunteer or simply have an interest in nature, we would love to hear from you. For more information or to become involved please contact: carl.todd@blaenau-gwent.gov.uk



Ariennir gan
Lywodraeth Cymru
Funded by
Welsh Government



**Cysylltu
Tirweddau**
**Linking
Landscapes**



Item 3b)

Date: 29/09/2026

To: Nantyglo and Blaina Town Council -

Dear Members of Nantyglo and Blaina Town Council,

Re: Thank You for Your Kind Donation

On behalf of everyone at The Cwtch, Blaina Community Centre, I would like to express our sincere thanks to the Councillors of Nantyglo and Blaina Town Council for your kind and generous donation towards the purchase of a new battery for our community defibrillator.

The defibrillator is a vital piece of lifesaving equipment within our community, and ensuring it is fully operational and ready to use at all times is extremely important. In an emergency, having access to a working defibrillator can make a crucial difference and potentially help save someone's life.

Your generous contribution has helped us ensure that this much-needed equipment remains available and ready to support our local community when it is needed most.

We are extremely grateful for your continued support of The Cwtch and for recognising the importance of providing essential facilities and equipment for the people of our community.

Thank you once again for your generosity and for helping us keep our community safe.

With sincere thanks,

Nicola Horner

N Horner

On behalf of
The Cwtch, Blaina Community Centre

Re: Updated design on Meeting System

From Darren Joslin <Darren.Joslin@flotek.io>

Date Fri 02/10/2026 14:19

To Clerk <clerk@nantygloandblainatc.co.uk>

Good afternoon Kevin.
Please see below.

Here is the full list of items required for your PA and Microphone System.

- | | |
|---|--|
| 1 | IMG Stageline TXS-686 Wireless
Microphone Receiver |
| 8 | IMG Stageline TXS-606DT/2 Wireless
Desk Microphone |
| 1 | JTS CS-8 Automatic Mixer |
| 8 | XLR to XLR Audio Lead - 1.5m (TXS-
686 receiver > CS-8 mixer) |
| 2 | Citronic CAB-10L Active Cabinet
Speakers with Bluetooth Link |
| 2 | XLR to XLR Audio Lead - 20m (CS-8
mixer > CAB-10L speaker) |
| 1 | STS-1 Speaker Tripod Stand Set |

Additional Scope for the Hard-of-Hearing

- | | |
|----|--|
| 1 | Adastr ML622 8 Input mixer |
| 1 | Monacor TXA-800ST UHF Audio
Transmitter |
| 1 | 2U rack shelf (for TXA-800ST
transmitter) |
| 10 | Monacor TXA-800R Wireless Receiver |
| 10 | IMG Stageline NL-90 Neckworn
Induction Loop |
| 1 | WFC-12 Wheeled Flight Case Rack |

- | | |
|---|---|
| 1 | Eagle P710E Power Distribution Unit |
| 3 | 1U blanking panel |
| 3 | 2U blanking panel |
| 1 | Adastra 3U Rack Drawer |
| 1 | 4-Way 1U D-Type Punched Rack Panels |
| 1 | XLR Feedthrough Adaptor, Plug to Socket - NA3MDF (above panel) |
| 3 | Rear Mount Plain Blanking Plate - M1906 (above panel) |
| 1 | RCA to RCA lead (ML622 > TXA-800ST) |
| 1 | 6.3mm Jack to XLR Audio Lead - 1.5m (ML622 mixer MONO OUT > NA3MDF XLR feedthrough) |
| 1 | XLR to XLR Audio Lead - 1.5m (CS-8 mixer > ML622 mixer MIC1) |
| 2 | Phono (RCA) Feedthrough Panel Mount Connector, Black Plastic XLR Frame - CP30230 (for connection to laptop audio OUT) |
| 1 | RCA to RCA lead (RCA feedthrough > ML622 mixer AUX1) |
| 1 | 3.5mm Stereo Plug to 2 x RCA Plugs Lead - 10m (for connection to laptop audio OUT) |
| 1 | Gear Bag - EQLED340 (for storage of desk microphones) |

Reviewing costs - these have risen sadly since I last provided a system (around 3 months ago).
The Loop system especially.

This spec is £8744.00 + vat supply
With £700.00 + vat for installation and setup

Any questions, please let me know - here to help.

Many thanks
Darren

Kind Regards,

Darren Joslin
Sales Account Manager



Darren Joslin
Sales Account Manager

🌐 www.Flotek.io
📞 01656546139 (DDI)
☎ 02921 508000



Item 4a)

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

Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN

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

Mrs V Williams - Town Clerk/RFO Mr K Rowland – Assistant Officer

Community Grant Application Form 2026

Please contact the Town Clerk if you require any information or assistance in completing the application form.

Section 1: Contact Information

Applicant Name/Group Name:

St Peter's Church, Blaina

Contact Name:

Rev Rosemary Hill

Contact Address:

Contact Email Address:

Daytime Telephone Number:

Your position in the group:

Ministry Area Leader (Rector and Area Dean)

Section 2: Tell us about your group

What category does your project fall into (please tick all relevant boxes):

Children/Education

☒

Arts & Culture

☒

Health & Wellbeing

☒

Elderly

☒

Environment

☐

Active Lifestyles

☐

Other

☐

Please provide a brief description of the activities you/your group undertake:

St Peter's is a popular venue with the community for funerals and occasional offices.

It is also a central location for community events such as open-air free cinema evenings, beach days etc. The church works closely with the local community and county councils to provide accessible activities to a community where there are high levels of social deprivation.

In what year was the group founded?

100+ years ago

Are you a registered charity?

Yes

☐

No

☐

If yes, please provide the registered number:

1218377

If your application relates to sport

Is the team a member of /or affiliated to a recognised sporting body?

Yes

☐

No

☐

If yes, which one?

If your application relates to a children's group

Have all the relevant DBS checks been completed?

Yes

☐

No

☐

Please provide details of your organisations bank / building society account (if your application is successful, the grant will be paid directly to this account):

Name of bank/building society account:

Name of bank or building society the account is held with:

Sort code:

Account number:

Section 3: Tell us about the community activity you wish to support

Are you applying for, or receiving funding from another source? Yes

☒☐

If so, where from and how much?

The Welsh church fund. Applying for £1000 to begin work on a building project. This application is not relating to that project

Please explain what the community grant support will be used for?

St Peter's Blaina is situated at the heart of the community and is keen to build upon the already very healthy working relationship it has with local councils. We would like to apply for money for equipment that would enable us to provide activities to compliment council activities in the church grounds and so provide activities in a community where many find themselves facing financial or other hardships. Although St Peter's is an Anglican church, the particular activity we are seeking funding for (A Halloween event) is not a religious activity, rather something to further develop our positive relationship with the community and to support the Halloween trail which will be taking place in October halfterm 2026.

We would like to use the grant to buy or go towards the cost of:

4 x Childrens' tables and chairs <https://amzn.eu/d/0elnMzdc> - £159.80

1 x Messy play/Sensory Table <https://amzn.eu/d/08U0VX4w> - £39.99

1 x play sand <https://amzn.eu/d/0eXeCcK2> - £17.99

1 x Sensory light toy <https://amzn.eu/d/07N7fgIR> - £30.99

1x Sand toys <https://amzn.eu/d/0ibA314g> -£8.99

How will your project benefit Nantyglo and Blaina?

It is our hope that this craft afternoon will be the beginning of a series of family friendly events in the church that will become a seed for further larger scale community engagement. In a community where many are struggling financially, it is our hope to provide a safe, welcoming space for families to come and enjoy some simple crafts and quality time together without the burden of expense.

Section 4: Independent Reference Details

Please give the name of someone who can provide an independent reference on behalf of you/your group:

Venerable Stella Bailey

Job title/occupation of referee:

Archdeacon

Referee contact address:

Email address:

Daytime phone number:

Relationship to the group
(if any):

Senior member of clergy in the Diocese of Monmouth with line management and oversight Ministry Areas and their leadership in the Gwent Valleys.

Section 5: To be completed for all applications

Please tick here to confirm that you have read and accepted the grant selection criteria:

☒

Signed on behalf of (if you are applying on behalf of a group)

Rev. Rosemary E. Hill

Signature:

Rev. Hill

Date:

22/9/2026

Item 4b

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

Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN

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

Mrs V Williams - Town Clerk/RFO Mr K Rowland – Assistant Officer

Community Grant Application Form 2026

Please contact the Town Clerk if you require any information or assistance in completing the application form.

Section 1: Contact Information

Applicant Name/Group Name:

Brynmawr Rotary [Christmas Hampers project]

Contact Name:

Michelle Hurter

Contact Address:

Contact Email Address:

Daytime Telephone Number:

Your position in the group:

Christmas Hamper Project Co- Lead

Section 2: Tell us about your group

What category does your project fall into (please tick all relevant boxes):

Children/Education

☒

Arts & Culture

☐

Health & Wellbeing

☒

Elderly

☒

Environment

☐

Active Lifestyles

☐

Other

☐

Please provide a brief description of the activities you/your group undertake:

Brynmawr Rotary Club is a volunteer-led community service organisation founded in 1968. Since 2019 We have worked with local partners and the wider Family of Rotary to respond to food and care item needs through social, poverty and other identified needs across Brynmawr, Nantyglo and Blaina and wider areas in Blaenau Gwent.

Our activities include a community foodbank, Christmas hampers, support for children and older residents, youth programmes, community events, environmental projects and practical help for households experiencing hardship.

Since 2020, more than 1,500 Christmas parcels have been delivered across Blaenau Gwent. And it is of pride and much sadness that we can say at least 400 of these have been delivered to Nantyglo and Blaina in that time.

In what year was the group founded?

1968

Are you a registered charity?

Yes

☐

No

☒

If yes, please provide the registered number:

Not applicable

If your application relates to sport

Is the team a member of /or affiliated to a recognised sporting body?

Yes

☐

No

☒

If yes, which one?

Not applicable – this application does not relate to sport

If your application relates to a children's group

Have all the relevant DBS checks been completed?

Yes

☐

No

☐

Please provide details of your organisations bank / building society account (if your application is successful, the grant will be paid directly to this account):

Name of bank/building society account:

Brynmawr Rotary Club

Name of bank or building society the account is held with:

Sort code:

Account number:

Section 3: Tell us about the community activity you wish to support

Are you applying for, or receiving funding from another source? Yes

☒☐

If so, where from and how much?

Rotary fundraising, donations and donated goods; and applying for funding from Brynmawr and Abertillery councils too as we are supporting the cross over areas.

Please explain what the community grant support will be used for?

We are requesting a grant of **£1,000**, which will provide **22 Christmas hampers for households in Nantyglo and Blaina**. Each hamper is estimated to cost £45.60, giving a total food cost of £1,003.20. Brynmawr Rotary will meet the remaining cost to provide other hampers and cover all packing and distribution expenses through fundraising, community donations and volunteer support. Importantly, these 22 hampers which we hope you will consider helping to fund, will form part of a much wider community effort. Brynmawr Rotary will continue fundraising to provide additional hampers for families across the communities you serve. Last year, through our partnership with local schools, social services and other agencies, we distributed more than double this number to households in Nantyglo and Blaina. The attached information regarding support for young people and social services referrals demonstrates the genuine need within these communities and the difference this project makes. The grant will be spent entirely on food and essential Christmas items, ensuring that every pound directly supports a household experiencing hardship. Each substantial family hamper will include fresh meat and vegetables, breakfast items, milk, tea, cupboard essentials, everything needed for a Christmas dinner and dessert, and a small selection of seasonal treats. Our aim is not simply to provide a box of food, but to give families the ingredients for a proper Christmas meal and several practical meals during the holiday period. Referrals will again be accepted from trusted local professionals and organisations that understand the circumstances of the families they support. These will include social services, Coed-y-Garn Primary School, Ystruth Primary School, Gobaith, Platform, Cyfannol, Pobl, local community hubs and local councillors. This trusted referral process helps us ensure that support reaches households experiencing genuine financial hardship, including families who may not otherwise ask for help. With your support, we can help relieve some of the financial pressure of Christmas and ensure that more local families can enjoy a warm meal, essential food and a little seasonal comfort and dignity. Please see evidence from social services of locations in your area of Youth led donation recipients.

How will your project benefit Nantyglo and Blaina?

The project will provide direct, practical support to households in Nantyglo and Blaina at a time when food, energy and other household costs place additional pressure on families and older residents. The hampers will help recipients prepare meals over Christmas while also including a few seasonal treats that many households could not otherwise afford. Using trusted social services referrals and local school referrals, including Coed-y-Garn and Ystruth, we will ensure that support is targeted fairly and discreetly towards local people most in need. Rotary volunteers will purchase, pack and arrange distribution before Christmas. Grant funding and our fundraising will therefore translate quickly into food on local tables, reduce immediate financial pressure and help recipients feel remembered and supported by their community.

Section 4: Independent Reference Details

Please give the name of someone who can provide an independent reference on behalf of you/your group:

Cllr Sonia Behr, Cllr Peter Baldwin
or Beth Thomas Service Manager – Beaufort Rd Beaufort.

Job title/occupation of referee:

Social Services Service manager

Referee contact address:

Email address:

Daytime phone number:

Relationship to the group

(if any):

None – Cllrs have packed and nominated people, and Beth has service users utilise our support

Section 5: To be completed for all applications

Please tick here to confirm that you have read and accepted the grant selection criteria:

☒

Signed on behalf of (if you are applying on behalf of a group)

Brynmawr Rotary Club

Signature:

M Hurter

Date:

17-09-2026

Item 5a)

EXPENSE REPORT - SEPTEMBER 2026

Monthly Expenditure to be ratified for

Sept 2026

Payment To	Description	Amount	Method	
Wonder Cinema	August Cinema (full Payment)	£500.00	O/L	LGA 1972 s.145
Wonder Cinema	Halloween 2x Films (Deposit	£240.00	O/L	LGA 1972 s.145
Orbit It	June, July & August Invoice	£30.24	O/L	LGA 1972 s.111
Viking	Stationery Order	£266.12	O/L	LGA 1972 s.111
Vision ICT	Annual Website hosting	£428.23	O/L	LGA 1972 s.111
BGCBC	Play Day Sessions	£1,550.00	O/L	LGA 1976 s.19(3b)
BG FoodBank	August & September payments	£400.00	O/L	LGA 1972 s.137
The Cwtch	Grant Payment (Defibrillator Battery)	£200.00	O/L	PHA 1936 s.234
Hospice Of the Valleys	Grant Payment	£200.00	O/L	LGA 1972 s.137
Hermon Cemetery Trust	Grant Payment	£200.00	O/L	LAP 1923 s.1
Nantyglo Mini RFC	Grant Payment	£200.00	O/L	LGA 1976 s.19
Digihub	Photocopies	£46.70	D/D	LGA 1972 s.111
K. Rowland	Reimbursement - Halloween sweets	£30.00	O/L	LGA 1972 s.145e
Lloyds Bank	Monthly Account Charge	£4.25	D/D	LGA 1972 s.150
Payroll	September Salary (2)	£3,230.18	O/L	LGA 1972 s.112
HMRC	September Tax & NI (2)	£886.35	O/L	LGA 1972 s.112
TCBC	September Pensions (2)	870.69	O/L	LGA 1972 s.112
	TOTAL EXPENDITURE	£9,282.76		

Year to date total expenditure for s.137 =

£1,500.00

s.137 payments limit is £76,873.20

[(approx number of electors) 6627 x £11.60 (amount per elector) as of February 2026 provided by BGCBC]

Item 5a)

2026-2027 budget = £105,543

	Expenditure total	% of Budget	YTD Expenditure	YTD % of Budget
April	£5,726.31	5.43		
May	£9,834.88	9.32	£15,561.19	14.74
June	£8,416.39	7.97	£23,977.58	22.72
July	£17,009.02	16.12	£40,986.60	38.83
Aug	£6,847.16	6.49	£47,833.76	45.32
Sept	£9,282.76	8.80	£ 57,116.52	54.12
Oct				
Nov				
Dec				
Jan				
Feb				
Mar				
Total				

13-Oct-26

Expenditure	Budget 2026/27 £	Estimated to 30.09.26 £	Actual to 30.09.26 £	Variance (A minus is an overspend) £	Variance %	Explanation of variance if greater than 15%
Wages	39,000.00	19,500.00	22,439.43	-2,939.43	-15	Changes in staffing with an additional temporary member (and including a small overlap of new/old Clerk) has created this overspend. Recommend a virement for the overspend from the RFO contingency Reserves.
PAYE (Officers)	12,000.00	6,000.00	5,840.45	159.55	3	No explanation required as below 15% threshold
LGPS	10,000.00	5,000.00	5,283.02	-283.02	-6	No explanation required as below 15% threshold
S.137/Donations	6,000.00	3,000.00	2,300.00	700.00	23	Low number of grants in the first quarter of this financial year.
Subscriptions	3,450.00	1,725.00	320.00	1,405.00	81	Low expenditure incurred to date, subscriptions due in second half of the financial year
Office Costs	2,500.00	1,250.00	1,994.88	-744.88	-60	This line includes payments for audit (internal & external) which = £915.75. This line should balance by end of financial year
VAT	2,000.00	1,000.00	821.25	178.75	18	The majority of Council's expenditure in this half was non VAT related.
Culture, Awards & Entertainments	14,000.00	7,000.00	4,138.32	2,861.68	41	Low level of events expenditure incurred to date.

Ken Sb)

Miscellaneous	6,500.00	3,250.00	5,496.12	-2,246.12	-69	Major expenditure such as insurance renewal (usually paid in June and your largest proportion of expenditure) incurred during this half.
Mayor/Deputy Mayor	600.00	300.00	150.00	150.00	50	Only 1st quarter payments made. 2nd quarter payments due with October payroll.
Members Remuneration Inc Paye	7,500.00	3,750.00	6,032.75	-2,282.75	-61	The payment includes the outstanding 2025/26 payments that were owing to Members. Monitoring of this heading needs to continue to ensure that, with the inclusion of 2026/27 payments, this will not remain as an overspend at the end of the financial year.
Public Works Loan Board	1,393.00	696.50	2,721.83	-2,025.33	-291	Loan was repaid in full. Recommend a virement from the Salem Chapel Reserves
Mayoral Expenditure	600.00	300.00	40.00	260.00	87	Low expenditure incurred to date.
Total	105,543.00	52,771.50	57,578.05	-4,806.55	9	

Prepared by: Victoria Williams Town Clerk/RFO

Dated: 05/10/2026

Item 5b)

Item 5c)

Current Account - Bank Reconciliation - September 2026

30.08.2026 Balance b/forward		£436.11
Add:		
01.09.2026 Transfers in	£5,000.00	
21.09.2026	£4,000.00	

		<u>£9,000.00</u>
		£9,436.11
Less:		
30.09.2026 Sept Payments	£9,282.76	
Other deductions	<u>£0.00</u>	
		-£9,282.76
31.09.2026 Balance carried forward		<u><u>£153.35</u></u>

Bank Statement balance at 30.09.2026	£153.35
Unpresented payments:	

	<u>£0.00</u>
31.08.2026 Revised balance as per accounts	<u><u>£153.35</u></u>

Item 5c)

Saver Account - Bank Reconciliation - September 2026

31.08.2026 Balance b/forward		£199,745.16
Add:		
09.09.2026 Interest	£98.03	
Other deposits	£0.00	
		£98.03
		£199,843.19
Less:		
01.09.2026 Transfer out	£5,000.00	
21.09.2026 Transfer Out	£4,000.00	
		-£9,000.00
31.07.2026 Balance carried forward		£190,843.19
Bank Statement balance at 30.09.2026		£190,843.19
Unpresented deposits:		
		£0.00
31.08.2026 Revised balance as per accounts		£190,843.19

Data Breach

- Town Clerk Submitted a report to the Information Commissioners Office (ICO) on Thursday 24/09/26 in regard to a data breach through the agendas posted online.
- The agendas contained personal details & details from full grant forms. Agendas were online from 2018 – present.
- The following actions were submitted and have been taken;
 - 1) ALL agendas have been removed, and going forward only the current agenda will be posted and replaced as draft minutes become available.
 - 2) Change how information/ correspondence is included in agendas going forward.
 - 3) Grant forms to be adjusted to make removal of information easier. This also streamlines the grant process for applicants.
 - 4) Training for office staff.
 - 5) Provide/obtain Photo Consent Forms for all children photographed for use on the council website/ social media.
- The ICO closed the case and provided advice on 29/09/2026.

Agendas

- Only items which have been included in the agenda may be discussed. This is so members of the public can see what will be discussed by council and be present if they wish.
- The cut off for items to be added to the agenda is “at least 8 clear working days before the next meeting”. You may ask for items to be added for the next agenda at a meeting, by telephone, email or in person at the office. Please do not leave your request until the last moment if possible, especially if your request requires additional information to be provided by the Clerks.
- Agendas are posted online the same day they are sent to councillors. They will now only be online until the meeting occurs then they will be replaced with draft minutes.
- Agendas will no longer contain full emails. The body of the email will be posted into word/ adjusted to remove details. Full emails can be viewed at the office/ sent by request if required.
- If you have any queries regarding the agenda or its contents please contact the office ASAP. You are sent the agendas one week before the meeting to allow councillors time to review. If there is anything you would like us provide clarification or information on letting us know beforehand this allows us time to prepare any information etc, so you can get a resolution rather than having to re-agenda the item due to lack of information.

Minutes

- Draft Minutes will be posted online within 7 days. These will be easily identified as they will have '**DRAFT**' at the top and be in a **RED** font and be labelled as 'Draft Minutes' on the website.
- The minutes will, per guidelines, now only contain the decision on the agenda item. A brief synopsis will be included if appropriate.
- Names are not to be included unless it is relevant to the recording of the decision.
- When checking the accuracy of the minutes at the full council meeting **ONLY** the accuracy is to be discussed. If you wish for updates on items etc this needs to be an agenda item.
- Once the minutes have been approved at the full council meeting the draft minutes will be removed and the approved minutes uploaded online. These will be in **BLACK** font.

Grant Forms

- There is a change to the layout of the form. This is to make it easier to remove personal details, some information has been removed and some added to make the grant easier for council to consider.
- The 's.137 donations (Local Government Act 1972 & Wellbeing of Future Generations (Wales) Act 2015' is to no longer be an agenda item as this does not apply to us. "Under s.40 of the FGWA 2015, a community council with a gross income or a gross expenditure of at least £200,000 in the three financial years prior to the publication in its area of a local well-being plan must take reasonable steps to meet the objectives of the plan" (Arnold-Baker on Local Council Administration, 14th Ed)
- Reminder: The Town Councils Financial Grants Policy states all grant applications must be submitted in written format & only requests made by completed Town Council application form may be considered. Only one application can be submitted per calendar year.

COUNCIL MEETINGS

AN139 - Council Meetings: Minutes

The minutes of the proceedings of a local council in England or Wales are to be recorded and kept in a book for that purpose, usually by the clerk as part of their official duties. In the absence of the clerk, the minutes may be taken by a member of the council (the member cannot be paid for that task).

Minutes must be signed at the same or the next following meeting by the presiding chair. Minutes can be recorded on loose leaves provided the sheets are consecutively numbered, and the presiding chair initials each sheet (LGA 1972, Schedule 12, para 41).

The minutes are signed as to their accuracy. It is not permitted to reopen discussion on a decision recorded in the minutes (for example under 'matters arising') unless there is a specific item on the agenda relating to that decision, and, subject to standing orders, specifying that it will be reconsidered. Any minute purporting to be properly signed or initialled by the presiding chair may be received in evidence in court without further proof. Until the contrary is proved, where the minutes relate to a council meeting, that meeting is deemed to have been duly convened and held, and all members present are deemed to have been qualified. Where the minutes relate to a committee meeting, the committee is deemed to have been properly constituted and to have had power to deal with the matters set out in the minutes.

There is no prescribed format for local council minutes and the actual content of minutes will vary between clerks according to the style to which they have become accustomed. Minutes are formal records of decisions taken and not meant to be a verbatim record of a whole meeting. Some background context of the decision taken may be necessary. If required, the manner of voting for and against an issue can also be recorded.

Where practicable (and this depends naturally on the facilities available), it is useful to circulate a copy of the draft minutes of the previous meeting with the summons for the next meeting. This avoids the need for the clerk to read out the minutes, saves time at the meeting and also affords members an opportunity of reading the minutes and reminding themselves of what took place beforehand. For that reason, some clerks circulate draft minutes shortly after the meeting to which they relate.

Item 6b

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN

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

Mrs V Williams - Town Clerk/RFO Mr K Rowland – Assistant Officer

Community Grant Application Form 2026 v2

Eligibility Criteria:

- Grant recipients must be based in, or operate substantially in, the Nantyglo & Blaina Town Council area. The majority of members it serves should live in the area.
- Applications will not normally be considered from national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.
- Grants will **not** be awarded:
 - To groups without their own bank account;
 - To profit organisations/businesses (Community Interest Companies are eligible);
 - To informal groups;
 - To religious organisations, unless the grant benefits the wider community without regards to religion;
 - To schools, unless the grant is for extra-curriculars (i.e. not covered by the school's budget) and is paid direct to supplier by the Council;
 - Retrospectively, for costs already incurred
 - Towards running costs, unless in exceptional circumstances;
 - On an ongoing basis (e.g. annually) ;
 - To any cause which the Council considers inappropriate or in opposition to its aims.

Conditions:

- Grant applications must be submitted on our application form. Grant applications in a different format will not be considered.
- An organisation may be awarded one grant per financial year.
- The council will not reclaim VAT on any grants awarded.
- Grant applications will be reviewed in the first instance by Council's officers, to ensure the form is completed correctly and the applicant is eligible. Applications which do not meet the eligibility criteria will not be considered by Council or the relevant committee.
- Grant recipients should acknowledge the support given by Nantyglo & Blaina Town Council in any advertising, programmes or other publicity for an event.
- Grant recipients should mention Nantyglo & Blaina Town Council in any social media posts relating to the grant funding.
- Nantyglo & Blaina Town Council will send grant recipients relevant assets such as logos and social media links upon confirmation of the grant allocation.

- Grants are awarded at the discretion of Nantyglo & Blaina Town Council and we must have the legal power to incur the spending.
- In the event of any activity or service funded by a grant from the Council not proceeding, Nantyglo & Blaina Town Council is entitled to require repayment of some or all of the grant.
- In the event that a grant recipient wishes to use the funding for a different purpose than it was awarded for, they must not spend the funding and should submit a new grant application to re allocate it for the new purpose.
- In the event of grant funding being used for purposes other than which the grant was awarded for, Nantyglo & Blaina Town Council is entitled to require repayment of some or all of the grant.
- In the event that a grant recipient is successful in securing funding from a different source for the same project, Nantyglo & Blaina Town Council may request repayment of some or all of the grant.
- If requested, grant recipients must provide a completed Grants Completion and Feedback Report detailing how the funding was spent. Council will not consider further grant applications from the organisation if this report is not received, unless in exceptional circumstances.

More details can be found in Nantyglo and Blaina Town Council Grants Policy, which is available on the Town Council website

Please include the following supporting documents with your application:

- Quotations for the works the grant will fund (if applicable)
- A bank statement reflecting the organisation's current financial position.
- Optional: letters of support, plans for works involved or any other relevant documentation you feel is necessary for Council to make an informed decision.

Please complete the below application form and submit to clerk@nantygloandblaiantc.co.uk or in person at the Town Council Offices located in Blaina Institute.

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN

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

Mrs V Williams - Town Clerk/RFO Mr K Rowland – Assistant Officer

Community Grant Application Form 2026 v2

Please contact the Town Clerk if you require any information or assistance in completing the application form.

Section 1 – Tell Us About Your Group/ Organisation

What is your group/ organisations name?

Please provide a brief description of the activities you undertake

In what year was your group/organisation founded?

Are you a registered charity?

Yes

☐

Charity Number

No

☐

If your application relates to sport – is the team a member of/ affiliated with a recognised sporting body?

Yes

☐

No

☐

If yes, which one?

Section 2 – About your grant request

How much are you applying for with this grant?

£

What will this grant be used for?

How does your organisation benefit residents of Nantyglo and Blaina?

Have you applied for any other grants for the purpose above?

Yes

☐

No

☐

If yes, please give details

Have you applied for a grant from Nantyglo and Blaina Town Council before?

Yes

☐

No

☐

If yes, please give details

Section 3 - About you

Your Name

Position in organisation

Organisation Address

Contact email

Contact Tel

I have attached:

☐	Quotation(s) for work grant will fund (If applicable)
☐	Current bank statement / Year end accounts
☐	Letter of support or any other relevant supporting information

Signature

Date

Bank Account Details – This will be where the money is deposited if your grant is awarded.

Account Name	
Account Type (Personal or Business)	
Sort Code	
Account Number	
Bank the account is held with	

Office use only

Grant Approved	
Meeting Date & Details	
Grant awarded using	

Item 6c)

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN

SWYDDFAR CYNGOR, SEFYDLIAD BLAENAU, Y STRYD FAWR, BLAENAU. NP13 3BN

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

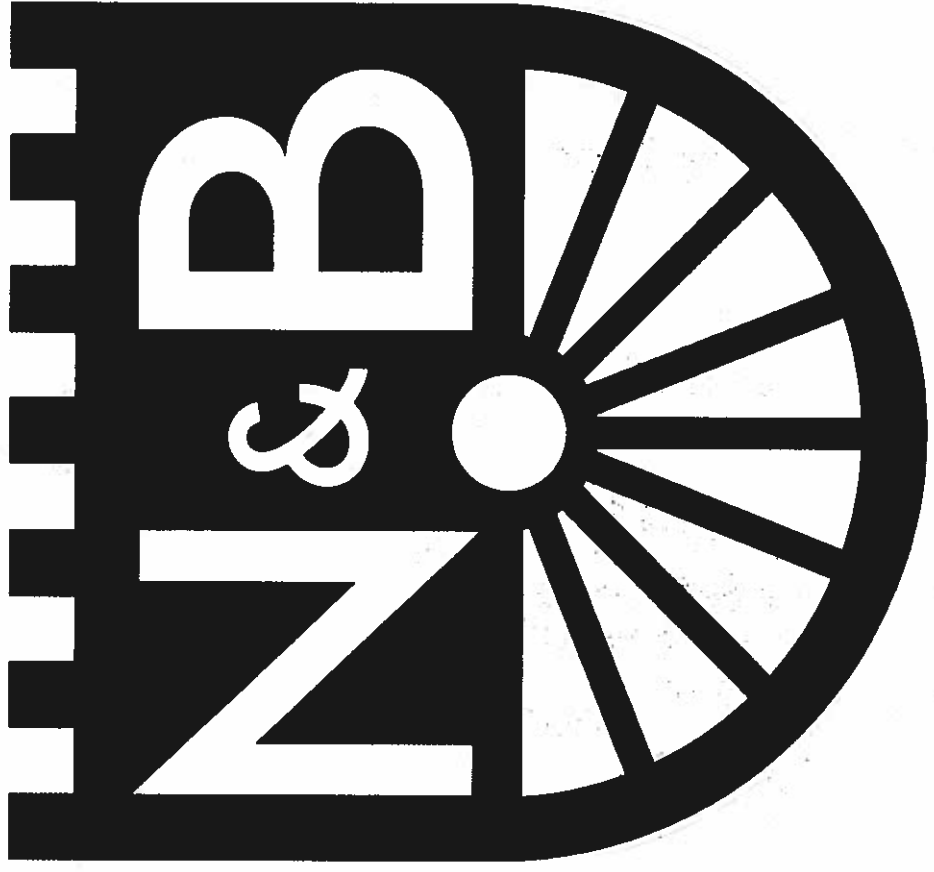
Photo/ Video Consent Form

I give Nantyglo and Blaina Town Council permission to use photographs/videos of my child/children

Photographs may be used online or in print.

Name Of Child/Children	
I confirm I am the parent/ guardian for the child/ children named and I give consent for photos/ videos to be used	YES NO
Name	
Relationship to child/Children	
Signature	
Date	

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