

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

Mrs T Hughes - Town Clerk/RFO

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

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

Dear Member,

You are summoned to attend a hybrid meeting of the Finance and General Purposes Committee at the Council Chamber, Blaina Institute, High Street, Blaina to commence following the Planning and Highways Committee meeting on **Tuesday 8<sup>th</sup> July 2025**.

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 8<sup>th</sup> July 2025 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) One Voice Wales (for information / consideration - copies attached):

Members are invited to consider changes to their constitution proposed by One Voice Wales

##### b) Marie Curie (for information – copy attached):

Letter of thanks in respect of a recent financial donation provided.

**4. Charter of Common Agreement with Blaenau Gwent County Borough Council:**

Members are invited to consider signing the charter with Blaenau Gwent County Borough Council (*copy attached*).

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

As previously resolved, Members are invited to consider making further financial donations to Blaenau Gwent Foodbank to assist residents of Nantyglo and Blaina for the month of July 2025.

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

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

a) *None received to date.*

**7. Salem Chapel:**

Members are invited to consider the attached inspection report:

- June 2025 (*copy attached*).

**8. 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).

Item no. 3a

NANTYGLO & BLAINA

25 JUN 2025

TOWN COUNCIL

## One Voice Wales Constitution and Governance Framework

I am writing to all our member Councils to describe some important proposed changes to our governance arrangements.

Since being established in 2004, our governance arrangements have served us well. We want to ensure that they remain sound and robust, with the flexibility to respond to change. We want to facilitate improved engagement with our diverse membership.

A copy of the new draft constitution is attached. The new measures include streamlining the arrangements for an AGM to be quorate and improving the effectiveness of the NEC.

These changes require formal adoption. An Extraordinary General Meeting will therefore be held to consider the new constitution.

The meeting will be held remotely at 4.00 pm on Wednesday 3 September 2025.

20% of member Councils must attend for the meeting to take place. This will be the only item of business. The agenda will include a summary of the proposed constitutional changes.

Each Council should nominate one of its Councillors to attend and, in advance of the meeting, determine its position on the constitutional changes being proposed.

Please notify Tracy Gilmartin [tgilmartin@onevoicewales.wales](mailto:tgilmartin@onevoicewales.wales) of the names and email addresses of your representative and substitute. Councils should nominate one Member to attend and a substitute Member who may only attend in the unavoidable absence of the nominated representative.

It is important that Councils give this matter their attention and ensure that they are represented at the remote meeting to ensure that we achieve the required level of representation to approve the new constitution.

Any Council who wishes to propose any amendments to the proposed new constitution must let me know in writing by 15 August 2025 (5.00 pm).

If no amendments are received by the deadline, an online vote will be taken at the Extraordinary General Meeting using a polling system that will request that Councillors present indicate either YES or NO in response to the proposed constitutional change. Guidance on how to use the polling system will be published in advance of the meeting. The meeting will be recorded so that a permanent record can be maintained of the outcome of the voting process.

The new measures sit alongside wider improvements to the way in which our committees operate, standardising our methods of working. Other changes include role descriptions to provide greater clarity about the roles and responsibilities of positions such as Area Committee representatives. A summary of these changes is attached.

As the national representational body for Community and Town Councils in Wales, it is vital that our governance arrangements support organisational effectiveness. We are confident that the changes will provide this assurance.

We encourage all Councils to engage in this process to put these changes into practice.

Lyn Cadwallader BA(Hons), PGDipHsg, DBA, PGDipLOPS, Chartered MCIH  
Prif Weithredwr/Chief Executive

<https://unllaiscymru.cymru>

<https://onevoicewales.wales>



## **One Voice Wales**

### **Constitution**

<b>Date Adopted</b>	<b>2025</b>
<b>Review Date</b>	<b>2026</b>

*25 June 2025*

Appendix     Financial Regulations (to be added)

*25 June 2025*

# **CONSTITUTION**

## **Contents**

- 1. Title & Membership**
- 2. Aims & Objectives**
- 3. Annual General Meeting**
- 4. National Executive Committee**
- 5. Election of National Executive Committee**
- 6. Resignation of Member Councils**
- 7. Dissolution of the Organisation**
- 8. Changes to the Constitution**

### **1. TITLE AND MEMBERSHIP**

- 1.1 The organisation shall be called 'Un Llais Cymru'/'One Voice Wales.'
- 1.2 The membership of the organisation shall comprise all Community and Town Councils in Wales provided they are subscribers to the organisation.

### **2. AIMS AND OBJECTIVES**

- 2.1 The aims of the organisation are to represent, support and promote the interests of Community and Town Councils in Wales.
- 2.2 The objectives of the organisation are:
  - a) to promote the interests of Community and Town Councils in Wales to the Welsh Government, Senedd, Central Government, the Welsh Local Government Association, unitary authorities, third sector representative bodies e.g. WCVA, political parties and other bodies both within Wales and internationally.
  - b) to develop policy and practical advice to assist member Councils in the discharge of their functions.
  - c) to provide cost effective services as required by member Councils including the dissemination of accurate and timely information on policy, best practice, and other relevant issues.
  - d) to be the sole voice to represent Community and Town Councils in Wales with the Welsh Government.
  - e) to encourage and support the establishment of Community and Town Councils throughout Wales.

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- f) to encourage, support and provide training to improve and develop the skills of Councillors and officers of Community and Town Councils throughout Wales.
- g) to ensure that both English and Welsh are the official languages of the organisation and enjoy equal status. Some committees may 'opt out' of bilingual arrangements to conduct business.

(Note: Outside agencies are encouraged to provide all information bilingually, but One Voice Wales recognises that it would be unreasonable to withhold important information from Community and Town Councils on the basis that it was only available in English.)

### **3. ANNUAL GENERAL MEETING**

- 3.1 The Annual General Meeting of the organisation shall approve the overall governance framework of the organisation, appoint the auditor and report on financial and governance aspects of the organisation.
- 3.2 The Annual General Meeting shall consist of representatives of each member Council regardless of size, each Council having one vote only.
- 3.3 The Annual General Meeting shall be held on a date to be fixed by the National Executive Committee. The AGM will be held in person or remotely. The AGM could take place on a hybrid basis where practical.
- 3.4 The National Executive Committee shall make rules for the conduct of business at the Annual General and at other General Meetings. These arrangements could include provision for hybrid or remote meetings.
- 3.5 The business of the Annual General Meeting shall be to:

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- 3.5.1 To approve as correct the minutes of the last Annual General Meeting and to invite the Chair to sign them as a true record. (Standing Order 9)
- 3.5.2 To dispose of any matter arising from the minutes or of any business remaining from the last meeting.
- 3.5.3 To receive and to consider reports and recommendations from the National Executive Committee (or any other committees from time to time established) and to discuss and if deemed proper to approve of any matters not delegated to it which require the authority of the Annual General Meeting.
- 3.5.4 To receive reports from the Chief Executive or any other officer.
- 3.5.5 To receive and approve the audited accounts for the preceding year.
- 3.5.6 To approve the appointment of auditors.
- 3.5.7 To approve the membership fees to be paid by member Councils for the ensuing year.
- 3.5.8 To receive and to consider any relevant communications placed before the Annual General Meeting.
- 3.5.9 To consider notices of motion, in accordance with the requirements of Standing Orders, of which no less than two months' notice has been given before the date of the meeting and if deemed necessary, refer them to a relevant committee for further consideration.
- 3.6 The Chair and/or National Executive Committee shall have the power to move an emergency motion.
- 3.7 A Special General Meeting shall be convened: -
  - a) When considered desirable by the National Executive Committee.
  - b) Following a requisition signed by not less than 10% of member Councils specifying the purpose of the meeting.
- 3.8 Not less than 28 days' notice shall be given to all member Councils of a Special Meeting specifying the business to be transacted.
- 3.9 Any changes to the Constitution must be approved at an Annual/Special General Meeting by a majority of member Councils present except in the event of a motion to dissolve the organisation. (see 7)

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- 3.10 The proceedings of an Annual General Meeting shall not be invalidated because any member Council has not received the notice to which it is entitled.

3.11 A quorum for the Annual General Meeting shall be 10% of the representatives of member Councils eligible to attend. In the case of a motion to dissolve the organisation placed before the Annual General Meeting the quorum shall be 15% of the representatives of the member Councils eligible to attend.

#### **4. NATIONAL EXECUTIVE COMMITTEE**

- 4.1 The National Executive Committee shall be responsible, within the overall policies determined by the Annual General Meeting, for the organisation's overall strategy and general policies and for the conduct of the organisation. These arrangements could include provision for hybrid or remote meetings.
- 4.2 The National Executive Committee shall appoint from amongst its elected membership a Chair and Vice Chair who shall also act as the Chair and Vice Chair of the organisation.
- 4.3 The Chair and Vice Chair may hold office normally for a period of three consecutive years only, elected annually and shall not normally be eligible for re-election until three years have elapsed but normally no more than four years in total. The Vice Chair to preside in their absence.
- 4.4 The National Executive Committee shall have the power to incur such expenditure, enter into leases of property, enter such commitments or arrangements, and employ such staff or agents as it considers necessary for the proper conduct of the organisation.
- 4.5 The National Executive Committee shall control the banking, investment, and management of the organisation's funds.
- 4.6 The National Executive Committee's consent shall be required for the borrowing of money by or on behalf of the organisation.
- 4.7 The National Executive Committee shall submit an Annual Report and audited Accounts to the Annual General Meeting.
- 4.8 The National Executive Committee shall have the power to appoint such committees and sub-committees as it considers desirable; no more than one-third of the membership of these committees to be non-voting co-opted members.
- 4.9 The National Executive Committee shall have the power to delegate any of its powers to its committees or officers, in accordance with an approved scheme of delegations to be prepared.
- 4.10 The Chair and Vice Chair of the committee shall be ex-officio members of all committees.
- 4.11 The National Executive Committee shall have the power to appoint non-voting honorary members of the organisation, to include the honorary position of President.

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- 4.12 The time of day or evening for meetings be approved by the National Executive Committee and not referenced in the constitution.
- 4.13 The National Executive Committee may change the membership arrangements of the National Executive Committee itself as well as other Committees within the overall governance framework.
- 4.14 The National Executive Committee will have the flexibility to determine the arrangements for selecting spokespersons to speak at external events and engagements on specific matters.
- 4.15 Decisions of Standing Committees are subject to confirmation by the National Executive Committee.

## **5. ELECTION OF NATIONAL EXECUTIVE COMMITTEE**

- 5.1 The National Executive Committee shall consist of 16 members appointed to represent member Councils within each of the following area of Wales:-

Ynys Mon		
Meirionnydd		
Arfon/Dwyfor	}	North
Conwy and Denbighshire		
Wrexham and Flintshire		

Maldwyn		
Brecon and Radnor		
Ceredigion	}	Mid
Carmarthenshire		
Pembrokeshire		

Swansea		
Neath/Port Talbot		
Monmouth and Newport		
Bridgend/Vale of Glamorgan/Cardiff	}	South
Rhondda Cynon Taff/Merthyr		
Tydfil/Caerphilly		
Blaenau Gwent/Torfaen		

Each area committee shall appoint one elected member to serve on the National Executive Committee and a substitute Member.

- 5.2 Election of National Executive Committee members shall be conducted by a ballot of all members present at the AGM of the Area Committee.
- 5.3 An additional member shall be nominated onto the National Executive Committee by the Larger Local Councils Forum and Smaller Local Councils Forum (one member from each.).
- 5.4 After the first election to the National Executive Committee members may be appointed for up to five years, provided they continue to hold office as a Councillor.

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- 5.5 On a casual vacancy occurring a member elected to fill that place shall hold office until the expiry of the term of office of the member whose place has been vacated.

## **6. RESIGNATION OF MEMBER COUNCILS**

- 6.1 Any Community or Town Council member wishing to terminate its membership shall do so in writing. There will be no refund of membership fees.

## **7 DISSOLUTION OF THE ORGANISATION**

- 7.1 In the event of a decision having been taken by the Annual General Meeting or a Special Meeting to change the legal status of the organisation, any subsequent resolution for the purpose of dissolution of the organisation and/or the transfer of its assets to a newly constituted body, shall only be undertaken by a majority decision of a meeting attended by a minimum of 15% of the membership. This can include remote attendance.
- 7.2 With the exception of dissolution of the organisation for the purpose outlined in paragraph 7.1 above (to change legal status), any assets resting in the organisation shall be sold and any sums/debts remaining after meeting all costs and expenses associated with the dissolution of the organisation shall be divided pro rata amongst those Councils in membership of the organisation as at the date of the decision

## **8. CHANGES TO THE CONSTITUTION**

- 8.1 The organisation shall have the power to alter the constitution or governance arrangements significantly provided that each such alteration shall be supported by a majority of member Councils present. This can include remote attendance. Any changes to the Constitution must be approved at an Annual/Special General Meeting by a majority of member Councils present except in the event of a motion to dissolve the organisation. (see 7)
- 8.3 Subject to the provision of this Constitution, the National Executive Committee shall have the power to make all such regulations as may be necessary for the nomination of officers, the conduct of elections and all other matters not provided here within.

*25 June 2025*

Un Llais Cymru



One Voice Wales

**Report Author: Governance and Policy Practice Development Officer**

### **Amended constitution of One Voice Wales**

#### **Introduction**

1. To approve an amended constitution of One Voice Wales

#### **Key Issues**

2. A copy of the constitution is attached. Whilst Members are encouraged to study the entire document, the following summary may assist.
3. Key proposed changes include the following:
  - Reduced size of NEC
  - Changes to quoracy arrangements for AGM
  - Any changes to the Constitution must be approved at an Annual/Special General Meeting by a majority of member Councils present except in the event of a motion to dissolve the organisation.
  - The Chair and Vice Chair may hold office normally for a period of three consecutive years only, elected annually and shall not normally be eligible for re-election until three years have elapsed but normally no more than four years in total. The Vice Chair to preside in their absence.
  - In the event of a decision having been taken by the Annual General Meeting or a Special Meeting to change the legal status of the organisation, any subsequent resolution for the purpose of dissolution of the organisation and/or the transfer of its assets to a newly constituted body, shall only be undertaken by a majority decision of a meeting attended by a minimum of 15% of the membership. This can include remote attendance.

- A quorum for the Annual General Meeting shall be 10% of the representatives of member Councils eligible to attend. In the case of a motion to dissolve the organisation placed before the Annual General Meeting the quorum shall be 15% of the representatives of the member Councils eligible to attend.
  - Other changes as highlighted below, including a new committee structure.
  - Minor amendments or corrections to the arrangements could be introduced from time to time without the need for formal approval.
4. The revised Constitution is reported to the NEC on 14 March 2025 for confirmation ahead of this Extraordinary General Meeting.
5. A summary of the new constitutional arrangements is set out below:

### **1 Title & Membership**

This section confirms the bilingual name and membership details of One Voice Wales.

### **2 Aims & Objectives**

This section confirms the aims and objectives of One Voice Wales. It has been updated to reflect changes to the political landscape of Wales.

### **3 Annual General Meeting**

This section describes the detailed arrangements for conducting the AGM. The AGM will be held in person or remotely. The AGM will not be held on a hybrid basis.

Any changes to the Constitution must be approved at an Annual/Special General Meeting by a majority of member Councils present except in the event of a motion to dissolve the organisation.

### **4 National Executive Committee**

This section confirms that the National Executive Committee is responsible, within the overall policies determined by the Annual General Meeting, for the organisation's overall strategy and general policies and for the conduct of the organisation

## **5 Election of National Executive Committee**

Each of the 16 existing Area Committees shall appoint one elected member to serve on the National Executive Committee and a substitute Member.

## **6 Resignation of Member Councils**

Any Community or Town Council member wishing to terminate its membership shall do so in writing. There will be no refund of membership fees.

## **7 Dissolution of the Organisation**

In the event of a decision having been taken to change the legal status of the organisation, any subsequent resolution for the purpose of dissolution of the organisation and/or the transfer of its assets to a newly constituted body, shall only be undertaken by a majority decision of a meeting attended by a minimum of 15% of the membership. This can include remote attendance but not normally hybrid arrangements.

## **8 Changes to the Constitution**

The organisation can alter the constitution or governance arrangements significantly provided that each such alteration shall be supported by a majority of those present and entitled to vote. This can include remote attendance but not normally hybrid arrangements.

6. Other governance improvements also have been introduced alongside these arrangements. These include improved Standing Orders, changes to some committees (including terms of reference), improved role descriptions and Financial Regulations. These largely operational matters have been endorsed by the NEC and Chief Executive. New arrangements include the creation of a Smaller Local Councils Committee.
7. The focus is for now Councils present at the AGM to vote in favour, against or abstain on the new constitution.
8. Without a majority vote in favour of the change to the constitution many of the planned changes cannot be progressed.

### **Financial Implications**

9. There may be some additional financial implications arising from initiatives such as the creation of a Smaller Local Councils Committee, such as expenses or venue hire.
10. The Review itself has been undertaken within existing, approved resources. A sound governance framework will help One Voice Wales use its resources to best effect.

## **Links to Corporate Objectives, as identified in the Corporate Strategy and Operational Delivery Plan**

11. The need to consistently review the organisational governance of One Voice Wales is highlighted within the Corporate Strategy and Operational Delivery Plan.

## **Staffing Implications**

12. This exercise has been led by the new Governance and Policy Practice Development Officer under the direction of the Deputy Chief Executive and Resources Manager. There are no additional staffing implications at this time.

## **Risk Management Implications**

13. The Risk Management strategy makes strong reference to this review, which makes an important contribution to managing key risks.

## **Legal Implications**

14. One Voice Wales is governed directly by its member councils. The membership decides key policy and constitutional matters. The organisation is accountable to its members and the Welsh Government in terms of the funding it provides. A sound governance framework will help to ensure that One Voice Wales discharges its obligations to its stakeholders.
15. The constitution was originally approved in 2008 and over time it is clear that the governing document would benefit from important changes that would enhance the current overarching governance structure. It is essential that we have a high attendance at the meeting as the current constitution states that:

In the event of a decision having been taken by the Annual General Meeting to change the legal status of the organisation it shall currently only be undertaken by a majority decision of a meeting attended by a minimum of 20% of the membership.

## **Recommendation**

16. It is **recommended** that Members approve the revised arrangements.





Item no36

Nantyglo and Blaina Town Council  
Blaina Institute,  
High Street,  
ABERTILLERY  
NP13 3BN

25 June 2025

**Marie Curie**  
PO BOX 23897  
14 Links Place  
Edinburgh  
EH6 9AB

Tel: 0800 716 146  
[www.mariecurie.org.uk](http://www.mariecurie.org.uk)  
Supporter Ref: 16423511

### Thank you for taking the time to help grieving families

Dear Nantyglo and Blaina Council Members,

Every day of your life matters, from the first to the last. That's why I want to thank you for the kind donation of £100 following our grant application. Your generosity means we can continue to provide hands on care for people with an illness they're likely to die from, and those close to them.

As well as benefitting those being cared for in their own homes or in one of our nine hospices, the money you've raised will help fund our vitally important bereavement support services. Having someone to turn to when you're grieving makes a huge difference, bringing comfort and lending a listening ear through the toughest of times.

It's our ambition to make sure everyone in the UK has the best possible experience at the end of their lives. Your support is helping make that a reality.

There's always more to be done. If you'd like to get involved in fundraising or volunteering, call your local Community Fundraiser, Tori Williams on 02920426068 or visit [www.mariecurie.org.uk](http://www.mariecurie.org.uk).

If you or anyone you know is struggling and could use practical or emotional support, please call our confidential support line on 0800 090 2309. Lines are open Monday-Friday 9am-5pm. Find out more ways we can help at [mariecurie.org.uk/help](http://mariecurie.org.uk/help).

Thank you once again for your wonderful kindness, it means the world to us.

Warm regards,

Tori Williams

Community Fundraiser, Southeast Wales

**NANTYGLO & BLAINA**

20 JUN 2025

**TOWN COUNCIL**

Diolch i bawb sy'n ein cefnogi ac sydd yn gwneud ein gwaith yn bosib. I ddarganfod sut gallwn ni helpu neu i rhoi cyfraniad, ewch i [mariecurie.org.uk](http://mariecurie.org.uk)

Nofe Marie Curie yn elusen cofrestrwyd yn Lloegr a Cymru (207994) a'r Alban (SC055751). Wedi'i cofrestru fel cwmni cyfyngedig gan warant yn Lloegr a Cymru (507597). C'fice cofrestredig: One Embassy Gardens, 8 Viaduct Gardens, London, SW11 7BN, M1000.

Thank you to everyone who supports us and makes our work possible. To find out how we can help or to make a donation, visit [mariecurie.org.uk](http://mariecurie.org.uk)

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CHARTER OF COMMON AGREEMENT BETWEEN THE COMMUNITY AND  
TOWN COUNCILS OF: ABERTILLERY AND LLANHILLETH; BRYNMAWR;  
NANTYGLO; AND BLAINA AND TREDEGAR

WITH

BLAENAU GWENT COUNTY BOROUGH COUNCIL

**Preface**

This is the Charter for Blaenau Gwent County Borough Council working together with the Town and Community Councils of Abertillery & Llanhilleth, Brynmawr, Nantyglo & Blaina, and Tredegar as Partners.

It is designed to build on existing good practice and embrace the shared principles of openness, respect for each other's opinions, honesty and common priority of putting citizens at the centre.

The Charter has been reviewed in 2024 to reflect the 5 Ways of Working as set out in the Well-being of Future Generations (Wales) Act 2015 and the Local Government & Elections (Wales) Act 2021. It is a set of guiding principles for how we will work together towards our long-term goals in a collaborative, preventative and integrated way.

**Partners to the Charter**

Partners as referred to in this document are defined as:-

Abertillery and Llanhilleth Community Council;  
Brynmawr Town Council;  
Nantyglo and Blaina Town Council;  
Tredegar Town Council; and  
any newly established TCC(s) since the inception of this Charter

with

Blaenau Gwent County Borough Council

## LOCAL GOVERNANCE & INFORMATION

All Partners to the Charter will be clear about the expectations that they have of each other and the expectations placed upon them in order to facilitate good working relationships. We will define the way in which we interact with each other and clear about the role of councillors at all levels in the relationship and in community leadership. Timely, clear, relevant information and communication fosters good relationships and better joint working for the benefit of local people.

<b>Blaenau Gwent County Borough Council (BGCBC)</b>	<b>Town &amp; Community Councils (TCCs)</b>
Facilitate quarterly TCC and Cabinet liaison committee meetings via Microsoft Teams, in-person or Hybrid, and ensure that electronic copies of agendas, minutes and reports are circulated to Clerks.	Contribute towards the agenda for quarterly liaison committee meetings through the Clerks Forum.
Cabinet Members and the Corporate Leadership Team will be invited to attend the quarterly liaison meetings along with any other Council officers relevant to the agenda.	Nominate three Councillor representatives from each TCC to attend the quarterly liaison committee meetings in addition to the Clerks, and inform the BGCBC in advance of each meeting.
Will provide the names and contact details for all County Borough Councillors, Wider Corporate Leadership Team and the TCC liaison officer(s).	Will provide the names and contact details for all TCC Mayors, Deputy Mayors, Councillors, Clerks, and Deputy Clerks.
BGCBC Councillors and/or officers to be invited to attend joint committee of TCCs meetings as required.	Facilitate a joint committee of TCCs including representatives of each TCC to consider local issues, and invite BGCBC councillors / officers to be invited to attend as required.
Make TCCs aware of where public copies of committee agenda papers, minutes and dates are available on the council website.	Make BGCBC aware of where public copies of TCC agendas, reports and minutes are available on the TCC websites.

## CONSULTATION

All Partners recognise the importance of meaningful consultation.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
Will undertake duty to consult TCCs on statutory matters as directed in the specific legislation relating to county borough consultation, ensuring Services adopt a consistent and proactive approach to engagement and consultation with TCCs.	Will respond to statutory consultations in a timely manner through the agreed processes, addressing the key issues clearly.
Will consult with TCCs on significant place-based issues that impact on their specific geographical area.	Will respond to consultation opportunities relating to specific place-based issues that might impact upon the local area in a timely manner through the agreed processes, addressing the key issues clearly.
Report back to TCCs on the outcome of consultations, clearly highlighting any amendments that have or will be made, in addition to outlining in a transparent way the reasons for reaching that outcome or decision.	Through their TCC Clerk, ensure decisions made by BGCBC on subjects that affect their localities are reported back to TCC Members, including the reasons given for that decision.
Provide a written explanation on request if consultation is not possible or has not taken place in exceptional circumstances.	Acknowledge that in some circumstances the timescales for responding to certain consultations will be imposed on BGCBC externally so consultation periods may occasionally be very short or in rare cases unfeasible.

## WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015

Effective partnership working brings benefits and includes responsibilities for all those involved. Local government at both tiers should work together to promote the social, economic and environmental wellbeing of our area in ways that are sustainable for current and future generations.

This can be achieved by embedding the 5 Ways of Working set out in the Act into this Charter:

- **Collaboration** – acting collaboratively with partners to help each other promote wellbeing objectives
- **Long-Term** – the importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs
- **Involvement** – the importance of involving each other in achieving wellbeing goals, ensuring that those represented reflect the diversity of the area
- **Prevention** – understanding how acting to prevent problems occurring or getting worse can help public bodies meet wellbeing objectives
- **Integration** – considering how public bodies' wellbeing objectives may impact on their other objectives and the objectives of other public bodies.

Partners recognise the importance of the Gwent Wellbeing Plan and Blaenau Gwent Local Well-being Partnership's (Local Delivery Group of the Gwent Public Services Board) local well-being priorities as the overarching strategic vision for the social, economic, environmental wellbeing of the area. Partners also recognise that the plans can only be implemented effectively through partnership working and being informed by grass roots experiences from within our local communities.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
Will commit to embed the 5 Ways of Working into joint working arrangements with TCCs	Will commit to embed the 5 Ways of Working into joint working arrangements with BGCBC.
Will involve TCCs engagement and involvement work in supporting the development and implementation of the Well-being Plan.	Will consider opportunities for developing local TCC wellbeing action plans where relevant and support the objectives in line with the Well-being Plan.
Will share annual progress reports of the Well-being Plan.	Where possible, will provide any information as relevant to inform the annual Well-being Plan progress report and engage with their communities regarding how local programmes could align with the delivery of local well-being priorities.

Recognises that the Well-being of Future Generations Act places a number of duties on some TCCs and will work with Councils to assist them in delivering their duties under the Act.	Will work with BGCBC, the Public Services Board and/or the BG Local Well-being Partnership to contribute where appropriate to the delivery of their well-being objectives.
Will work with TCCs to protect local biodiversity and the natural environment through sustainable practices.	Will work with BGCBC to protect local biodiversity and the natural environment through sustainable practices.

## LOCAL DEMOCRACY

Fair and open elections are the bedrock of local democracy. We will ensure that elections are freely and fairly contested and encourage local people to become involved in local democracy through participation in elections and decision-making processes.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
Will keep TCCs informed of the local election planning process.	Will encourage participation in the local election process by members of the local community.
Will keep TCCs informed of any awareness raising / publicity to encourage nominations for candidacy at local elections.	Will ensure wide publicity of vacancies on TCCs to maximise community representation.
Will help to publicise forthcoming local elections on behalf of TCCs.	Will help to publicise forthcoming local elections on behalf of BGCBC.
Will facilitate public participation at all relevant meetings of the Council and its Committees to encourage community involvement in local decision-making, in line with the Local Government & Elections (Wales) Act 2021.	Will facilitate public participation at all relevant meetings of the TCCs and their Committees to encourage community involvement in local decision-making, in line with the Local Government & Elections (Wales) Act 2021.
Will signpost TCC Clerks towards information on the nomination process to ensure they are equipped to assist any potential candidates who come forward for local elections.	

## LAND USE PLANNING

Community and town councils know and understand their local area and must be able to comment effectively on planning matters. BGCBC takes an overview of the needs of the whole local area and makes strategic decisions, taking local views into account.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
Will uphold its statutory duty to consult with TCCs on all planning applications in their communities and ensure public Planning Committee meetings are easily accessible to TCC representatives.	Will make appropriate responses to BGCBC recognising the parameters imposed by planning law and agreed planning policy.
Will work with TCCs to ensure all County Borough and TCC councillors can access appropriate adequate training on planning law and policy.	Will ensure that Councillors receive adequate training on planning law and policy.
Will ensure that TCCs receive copies of decisions relating to planning applications in their area on request.	Will progress any further clarification on planning decisions with relevant BGCBC council staff, whilst maintaining an objective approach to planning matters at all times.



## ETHICS

Partners will provide an ethical service to local people, following the appropriate standards and codes of conduct in an ethical partnership working environment. We accept the legitimacy and benefits of partnership working whilst at the same time recognising and respecting each other's roles. We aim to work together as a partnership of equals rather than tiers.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
The appointed Monitoring Officer will remain a point of contact for TCCs in the consideration of matters relating to the application of the Members Code of Conduct where relevant.	Councillors shall act in an appropriate manner under the Code of Conduct and will provide all such information as required by the Ombudsman or Monitoring Officer to enable them to carry out their role effectively.
Aim to work together for the benefit of local communities whilst recognising and retaining our respective responsibilities as autonomous, democratically elected statutory bodies.	Aim to work together for the benefit of local communities whilst recognising and retaining our respective responsibilities as autonomous, democratically elected statutory bodies.

## BUDGET SETTING

Partners recognise the need for clarity and transparency in financial arrangements. In developing and implementing financial arrangements, relevant national, regional and local priorities will be taken into account.

<b>Blaenau Gwent County Borough Council</b>	<b>Town &amp; Community Councils</b>
Budget to form a standing item on all quarterly liaison committee meetings to discuss current and upcoming financial arrangements.	Contribute towards the standing Budget agenda item for quarterly liaison committee meetings through the Clerks Forum.
In setting the council's budget, will consult TCCs by holding a special Liaison Committee meeting focussing on the budget setting process, at an appropriate time in advance of the Budget.	Will participate in BGCBC's budget setting consultation process and share the community and town council annual precepts once set.

## PRACTICAL SUPPORT

Partners should ensure that all elected members and officers must be well-trained and have the support they need in order to carry out their roles effectively.

<b>Blaenau Gwent County Borough Council</b>	<b>Community and Town Councils</b>
Will explore options for the provision of training, development and shared learning to benefit all Partners, including through One Voice Wales and others where relevant.	Will explore options for the provision of training, development and shared learning to benefit all Partners, including through One Voice Wales and others where relevant.
Familiarise staff on the role, responsibilities and importance of the TCCs.	
Support the delivery of a quarterly TCC Clerks forum with appropriate Terms of Reference.	Support the delivery of a quarterly TCC Clerks forum with appropriate Terms of Reference.

## MONITORING AND REVIEW

This Charter will be reviewed by all Partners once during each Council term, or more often as appropriate if deemed necessary. The Partners will conduct this review and develop an annual progress report against the commitments within the Charter.

<b>Blaenau Gwent County Borough Council</b>	<b>Community and Town Councils</b>
Will arrange for the Charter to be reviewed by the TCC quarterly liaison committee once during each local government election cycle.	Will actively contribute to the review of the Charter.
Will facilitate the development of an annual progress report against the commitments within the Charter.	Will actively contribute to the development of an annual progress report against the commitments within the Charter.

CHARTER OF COMMON AGREEMENT BETWEEN THE COMMUNITY AND  
TOWN COUNCILS OF ABERTILLERY AND LLANHILLETH; BRYNMAWR;  
NANTYGLO AND BLAINA; AND TREDEGAR

WITH

BLAENAU GWENT COUNTY BOROUGH COUNCIL

Blaenau Gwent County Borough Council\_\_\_\_\_ Leader

Abertillery & Llanhilleth  
Community Council \_\_\_\_\_ Chair

Brynmawr Town Council \_\_\_\_\_ Mayor

Nantyglo & Blaina Town Council \_\_\_\_\_ Mayor

Tredeggar Town Council \_\_\_\_\_ Mayor

Dated:

**Inspection of Salem Chapel – June 2025:**

<b>MAIN CHAPEL / WEEK</b>	<b>3<sup>rd</sup></b>	<b>10<sup>th</sup></b>	<b>19<sup>th</sup></b>	<b>26<sup>th</sup></b>	<b>Report of any defects And action taken</b>
Main Hall of Chapel	/	/	/	/	Dry rot detected & floor part lifted. Investigations undertaken 31/8/16. Organ supports re-enforced Sept 2016.
Fire & Intruder Alarm	/	/	/	/	Inspected 29/04/2025
Emergency Lighting	/	/	/	/	Inspected 29/04/2025
Stairways to Balcony	/	/	/	/	Stair lift not working, evidence of damp on walls. Plaster fallen from underneath of stairs due to damp.
Balcony	/	/	/	/	Damage to display possibly from insects/woodworm. Greater evidence of damp on walls.
Toilets	/	/	/	/	Removed due to dry rot
High Street Entrance	/	/	/	/	Black mould on walls & ceilings
Office	/	/	/	/	Broken window secured
General Condition	/	/	/	/	General deterioration evident
Fire Extinguishers	/	/	/	/	Inspected & replaced as necessary 06/12/22
Observations/ Other Comments	/	/	/	/	J Dyer opinion is fungal rot. Valuation survey carried out by J Dyer 3/11/21. Exhibition items delivered to Westgate Hotel, Newport & Blaen y Cwm Primary.
<b>ANNEX BUILDING</b>					
Ground Floor	/	/	/	/	Mould/rot on floor, appears very unsafe
Kitchen	/	/	/	/	Mould/rot on floor. Floor rotten through and unsafe. Kitchen units coming away from wall due to severe damp in floor of kitchen. R Dunham inspected.
First Aid Box	/	/	/	/	
Seating Area	/	/	/	/	Considerably amount of new damp on interior walls to left side of premises entering from the back entrance. Extensive rotting of wooden floor.
Stairway to upper room	/	/	/	/	
Upper Room	/	/	/	/	
Rear Entrance	/	/	/	/	Paint flaking off walls
Side Door	/	/	/	/	
Observations/ Other Comments					General deterioration evident. Alarms sounded & checked 5 <sup>th</sup> & 7 <sup>th</sup> Feb - OK
<b>Statutory annual Inspections:</b>					Churches Fire & Security Systems (fire extinguishers) 06/12/2022. Churches Fire & Security Systems (Intruder & fire alarms) 29/04/2025.

**Signed:** *T Hughes*

Town Clerk                      **Date:** 08/07/25  
Chairman of Finance & General Purposes Committee