

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

Dear Member,

You are summoned to attend a hybrid meeting of the Finance and General Purposes Committee at the Council Chamber, Blaina Institute, High Street, Blaina to commence following the Planning & Highways Committee meeting **on Tuesday 11th March 2025**.

If any member of the public wishes to attend the meeting remotely, please contact the Town Clerk at the above e-mail or phone by 3pm on 11th March 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 – copy attached):

Invitation for the Town Council to renew its annual membership for 2025 with One Voice Wales.

b) Independent Remuneration Panel for Wales (for information - copies attached):

Annual Report for 2025 (Members are informed that only the pages relating to Town & Community Councils is included).

Members are additionally informed that the Council has previously resolved all the determinations stated and that the report is for information only.

c) Mr R Hancocks - Blaina Branch, Royal British Legion (for consideration – copies attached):

Letter requesting funding for a memorial fence around the Cenotaph at Central Park, Blaina.

4. Asset Register:

Members are invited to consider and if appropriate, resolve the report in respect of the Council's Asset Register as at 31st March 2025 (copy attached).

Members are informed that there are no additional assets to be included or purchased for inclusion in the Asset Register until after 31st March 2025.

5. Draft Annual Report 2023/24:

Members are invited to consider the attached report, and if appropriate, to resolve for publication (copy attached).

6. VE Day – 80th Anniversary:

Members are requested to consider the forthcoming 80th Anniversary of VE Day on 8th May 2025. Following a recent meeting of the Blaina Branch, Royal British Legion, it has been decided that an appropriate service will take place at 11am on Thursday 8th May 2025 with local schools and organisations to which members of the public are encouraged to attend. Blaina Branch, Royal British Legion are requesting that this be a joint event with the Town Council and that the Town Council purchase 5 VE Day anniversary flags & 5 Union Jacks (cost approx. £40 total) & red, white and blue bunting (approx. £120 for 2,000 metres) for display throughout Nantyglo & Blaina. Mr R Dunham (contractor) has verbally quoted £450 to erect and take down the bunting (approx. 3 days work for 2 people) It is also requested that the Town Council provide light refreshments at the Council Chamber following the service. Blaina Branch, Royal British Legion will purchase other appropriate flags for display, Mr R Dunham to provide commemorative lights for display at a suitable location in both Nantyglo & Blaina. Councillor G Morvan to provide additional details as required.

7. 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 March 2025.

8. 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.

9. Salem Chapel:

Members are invited to consider the attached inspection report:

- February 2025 (*copy attached*).

10. 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).

Tracy

From: Tracy Gilmartin <tgilmartin@onevoicewales.wales>
Sent: 24 February 2025 15:52
To: Clerk
Subject: Membership of One Voice Wales – 2025-26 - Nantyglo Blaina
Attachments: Nantyglo Blaina 2025 S.pdf

Dear Clerk/Council

Membership of One Voice Wales – 2025-26

I am writing to invite your council to renew its membership to join One Voice Wales from 1 April 2025. Once again, the past year has seen many positive developments to our services and for the community and town council sector in general which we believe add significantly to the value for money offered by One Voice Wales membership.

We continue to represent the sector in a wide variety of ways. We have maintained and further enhanced our working relationships with the Welsh Government, Welsh Local Government Association (WLGA) – signing a new Memorandum of Understanding in October 2024, NALC, SLCC and a range of other national bodies strengthening the voice of the sector within the public services family in Wales and improving working relations with the Third Sector.

One Voice Wales continues to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels and One Voice Wales is playing an ever-increasing role in the development of resources for the sector.

As current members are aware, we provide the following services outlined below, and we are aware from feedback from our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.
- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area.**
- **Monthly** editions of our new '**E-Bulletin**'
- **Representation** of the sector on the Local Government Partnership Council.
- Creating **new opportunities for collaboration** with national organisations across Wales.

The **training and development** agenda is another area where much progress has been made during 2024-25 with the continued successful delivery of webinar-based training and continued growth in the number of courses available.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members.

For your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, **please return the attached Membership Form by email or to our office in Ammanford – the address is at the top of this letter.**

Please note our membership runs each year from 1st April to 31st March. We will automatically keep you as members during a new financial year and continue to support you but ask that payment is made by 30 June 2025 at the latest. If you are experiencing any problems with bank accounts etc then please let us know.

If you no longer wish to remain in membership, please notify us immediately so that your council do not incur any charges.

If you have any further queries relating to membership, please contact the office on 01269 595400 / 07917 846510 or email: tgilmartin@onevoicewales.wales

I trust that your Council will give this invitation full consideration, and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2025-26.

Yours sincerely,



Mr Lyn Cadwallader
Chief Executive

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



Y prif gorff cynrychioli ar gyfer Cyngorau Cymuned a Thref yng Nghymru.

The principal representative body for Community and Town Councils in Wales.

Gwefan: www.unllaiscymru.org.uk / Website: www.onevoicewales.org.uk

Wrth adael Un Llais Cymru, cafodd yr e-bost hwn ei sganio ar gyfer pob firws sy'n hysbys. Rydym yn cymryd yr angen i warchod eich data o ddifrif. Er mwyn gweld ein Hysbysiad Preifatrwydd, cliciwch ar y ddolen: http://www.unllaiscymru.org.uk/OVWWeb-CYM/polisi_preifatrwydd-16738.aspx

Bydd hwn yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn gwarchod eich preifatrwydd. Croesawn ohebiaeth yn Gymraeg. Bydd unrhyw ohebiaeth a dderbynnir yn Gymraeg yn cael ei hateb yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi wrth ymateb.



Area: Blaenau Gwent

Council: Nantyglo Blaina

Region South ID: 1003

**One Voice Wales
Invoice / Membership Form 2025-2026**

Membership runs from 1st April to 31st March

Name & Address of Council – These are the details that we hold on our database please amend if they are incorrect

Mrs Tracy Hughes, Clerk/RFO
Nantyglo & Blaina Town Council
Council Offices
Blaina Institute
High Street, Blaina
NP13 3BN

NANTYGLO & BLAINA

Tel numbers/s: 01495 292817 /
E-mail address: clerk@nantygloandblainatc.co.uk
Website: www.nantygloandblainatc.co.uk

TOWN COUNCIL

Please provide details of your Chairperson:

Name: Cllr Michael Williams
Email: [REDACTED]
Telephone number/s: [REDACTED]

Please select which language you would like to receive correspondence from us

Bilingual English Welsh

Membership Fee: **£1842**

Based on **4284** chargeable dwellings @ **£0.43p** per dwelling
(This figure is based on the Valuation List, not the Electoral Register)

Bank details - Account number: 16689360 Sort code: 30-94-85

Cheque to One Voice Wales 24c College Street, Ammanford, Carmarthenshire, SA18 3AF
or e-mail: tgilmartin@onevoicewales.wales Tel: 01269 595400

I confirm that my Council has decided to join One Voice Wales for 2025/2026

Clerk to the Council/RFO

Signed:

Please print name:
Mr / Mrs / Ms / Miss (Delete as applicable)

Tracy

From: Sara.Rees@gov.wales on behalf of IRPMailbox@gov.wales
Sent: 24 February 2025 15:35
To: IRPMailbox@gov.wales
Subject: Adroddiad Blynyddol Panel Annibynnol Cymru ar - Gydnabyddiaeth Ariannol 2025 i 2026 | Independent Remuneration Panel for Wales - Annual Report 2025 to 2026
Attachments: Gydnabyddiaeth Ariannol 2025 i 2026.pdf; Annual report 2025 to 2026.pdf

Prynhawn da

Good afternoon

Yn unol â gofynion adran 147 o Fesur Llywodraeth Leol (Cymru) 2011, gweler ynghlwm ddolen at Adroddiad Blynyddol 2025 i 2026 Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol ("y Panel").

In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, I attach a link to the Independent Remuneration Panel for Wales's ("the Panel") Annual Report 2025 to 2026.

Mae'r adroddiad hefyd wedi'i anfon at Ysgrifennydd y Cabinet dros Lywodraeth Leol a Thai, yn ogystal ag eraill sydd â diddordeb.

This has also been sent to the Cabinet Secretary for Housing and Local Government and other interested parties.

Mae'r adroddiad ar gael drwy'r ddolen a ganlyn:

You can find the report by using the following link:

[Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol: adroddiad blynyddol 2025 i 2026 | LLYW.CYMRU](#)

[Independent Remuneration Panel for Wales: annual report 2025 to 2026 | GOV.WALES](#)

Adroddiad Blynyddol 2025 i 2026

Annual Report 2025 to 2026

Mae'r [Adroddiad Blynyddol](#) hwn yn amlinellu'r newidiadau sydd wedi'u gwneud i gydnabyddiaeth ariannol ar gyfer y flwyddyn nesaf. Ar [wefan](#) y Panel, ceir rhestr lawn o'r holl [Benderfyniadau](#) sydd i'w cymhwyso.

This [Annual Report](#) highlights the changes made to remuneration for next year. A full list of all relevant [Determinations](#) to be applied, are on the Panel's [website](#).

Roedd y Panel yn falch o gael yr holl ymatebion a ddaeth i law yn ystod cyfnod ymgynghori'r adroddiad blynyddol drafft, ac mae'r holl sylwadau wedi'u hystyried.

The Panel were grateful for all responses received during the consultation period of the draft annual report and all comments have been considered.

Byddai'r Panel yn ddiolchgar pe gallech sicrhau bod eich aelodau'n ymwybodol o gynnwys yr adroddiad.

The Panel would appreciate if you could make your members aware of the content of the report.

Mae dogfennau eraill a allai fod o ddiddordeb yn cynnwys y canlynol:

Other documents you may find of interest, include:

Adroddiad Etifeddiaeth

Legacy Report

Dyma Adroddiad Blynyddol olaf y Panel, cyn y bydd ei swyddogaethau yn trosglwyddo i Gomisiwn Democratiaeth a Ffiniau Cymru o 1 Ebrill 2025 ymlaen. Mae'r Panel wedi llunio [Adroddiad Etifeddiaeth](#) er mwyn hwyluso'r gwaith o drosglwyddo swyddogaethau i Gomisiwn Democratiaeth a Ffiniau Cymru. Mae'r adroddiad hwn yn cynnwys yr holl wybodaeth berthnasol am waith Panel Annibynnol Cymru ar Gydabyddiaeth Ariannol hyd yma a'r meysydd o ddiddordeb a nodwyd i'w hystyried yn y dyfodol gan Gomisiwn Democratiaeth a Ffiniau Cymru.

Penderfyniadau 2025 i 2026

[Penderfyniadau](#) y mae'r Panel wedi'u gwneud ynglŷn â chydabyddiaeth ariannol a'r lwfansau ar gyfer y flwyddyn 2025 i 2026.

This is the Panel's last Annual Report, before its functions transfer over to the Democracy and Boundary Commission Cymru (DBCC) from 1 April 2025. The Panel has produced a [Legacy Report](#) to aid the transition of functions to the DBCC. This report includes all relevant information on the work to date of the Independent Remuneration Panel for Wales and the areas of interest identified for future consideration by the DBCC.

Determinations 2025 to 2026

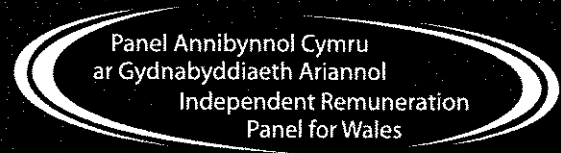
[Determinations](#) the Panel has made on remuneration and allowances in place for the year 2025 to 2026.

Cofion cynnes / Kind Regards
Sara Rees

Ffôn / Tel: 03000 616095

E-bost / E-mail: irpmailbox@llyw.cymru / irpmailbox@gov.wales

Sganiwyd y neges hon am bob feirws hysbys wrth iddi adael Llywodraeth Cymru. Mae Llywodraeth Cymru yn cymryd o ddifrif yr angen i ddiogelu eich data. Os cysylltwch â Llywodraeth Cymru, mae ein hysbysiad [preifatrwydd](#) yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn diogelu eich preifatrwydd. Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn anfon ateb yn Gymraeg i ohebiaeth a dderbynnir yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. -----
On leaving the Welsh Government this email was scanned for all known viruses. The Welsh Government takes the protection of your data seriously. If you contact the Welsh Government then our [Privacy Notice](#) explains how we use your information and the ways in which we protect your privacy. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



Independent Remuneration Panel for Wales

Annual Report
2025-2026

February 2025

Contents

Section		Page(s)
1	Foreword	2-3
2	Introduction	4-6
3	Role and responsibilities of the Panel	7-8
4	Transfer of Functions to Democracy and Boundary Commission Cymru	9
5	Methodology	10-11
6	Consultation on the draft Annual Report 2025	12
7	Consultation: Summary of Responses	12-15
8	Consultation: Summary of Responses to online questionnaire	15-16
9	Determinations for 2025 to 2026	17-27
10	Summary of Determinations 2025 to 2026	28-29
11	Contact Details	30

1. Foreword

- 1.1 This is the final Annual Report of the Independent Remuneration Panel for Wales (“the Panel”), setting the decisions and determinations on pay, expenses, and benefits for elected members of Principal Councils, Corporate Joint Committees (CJCs), Community and Town Councils, National Park Authorities and Fire and Rescue Authorities for implementation from April 2025.
- 1.2 You can find out more about our Panel members on our [website](#).
- 1.3 This has been a busy year for the Panel, with the focus on compliance, engagement, fairness, and research, whilst also preparing for the transfer of functions to the Democratic Boundary Commission Cymru (DBCC).
- 1.4 Since its inception, I believe that the Panel has had a significant and beneficial influence on the value of elected members of local government in Wales at all levels and in respect of all the all authorities that are within its remit. In particular, the Panel has sought to ensure that remuneration issues do not act as a barrier to participation in local democracy.
- 1.5 [The Local Government Measure 2011](#) requires the Panel to take cognisance of the overall cost to the public purse. We have continued to do this and maintained the principle that the remuneration of elected members of our Principal Councils is linked specifically to the average wages of people in Wales. I am satisfied that the balance between fairness and support to elected members and the overall impact on public finances has been achieved for 2025 to 2026.
- 1.6 The Panel is publishing a Legacy Report alongside this Annual Report. This provides stakeholders with an overview of the history of the Panel, summarising the areas where Determinations have been made, and importantly, passes on the issues that have arisen through our engagement, consultations, and considerations that we are recommending that the DBCC takes forward for the future.
- 1.7 The consultation period on this Annual Report ended on 29 November 2024. The Panel and I would like to thank all those who submitted responses to the draft report, both online and by email. The Panel has considered all representations and is now issuing its Determinations contained in this final annual report for 2025 to 2026.
- 1.8 This is my last Report as Chair of the Panel, before the Panel’s functions transfer over to the DBCC from 1 April 2025. It has been a privilege to work with my colleagues and to have had the opportunity to contribute to the continued development of local democracy in Wales. I would like to take this opportunity to thank my fellow members, Saz Willey, Bev Smith, Dianne Bevan and Kate Watkins for their professionalism, engagement, and judgement during the last few years. This has enabled the Panel’s Determinations to be robust, sound and well supported by stakeholders.

Also, my grateful thanks to the members of our Secretariat who have supported the Panel since its inception.

Frances C Duffy

Frances Duffy
Chair
Independent Remuneration Panel for Wales

2. Introduction

- 2.1 The Panel continues to follow the aims and objectives outlined in our Strategic Plan published on 20 June 2023. This sets out the framework for our deliberations and wider context for our decisions from 2023 to 2025.
- 2.2 The strategy outlines an appropriate and fair remuneration framework, aimed at encouraging inclusion and participation in order to support local democracy, and giving communities their voice.
- 2.3 The Panel has a role to promote a wider understanding of the work of local and community council members, to encourage participation in local democracy and to improve diversity of councillors to better represent the diversity of local communities. The Panel has previously introduced reimbursement for cost of care (for all elected members) and a working from home and ICT allowance (community and town councillors) aimed at removing potential barriers relating to caring responsibilities and home working enabling elected members to participate in local democracy.
- 2.4 The Panel continues to monitor, where it can, the impact of its determinations on improving diversity within local democracy, and with the support of Welsh Government, sought views on the association between remuneration and diversity within local democracy. The Panel has written to Welsh Government to ask for support in providing a better baseline of evidence to monitor and track changes in the demographics of our elected officials.
- 2.5 With a strengthened Panel, we continue to focus on building our research and evidence plan to support our discussions on our remuneration framework. We publish our Research and Evidence paper each year along with the Final Report in line with our aim to be open and transparent in all our decision making.
- 2.6 The Panel believes fair and reasonable levels of remuneration are crucial to local democracy. We therefore again agreed to continue to align levels of remuneration for elected members of Principal Councils, Corporate Joint Committees (CJCs), National Park and Fire and Rescue Authorities within the context of average Welsh earnings. This has meant using the Annual Survey of Hours and Earnings within Wales (ASHE) published by Office for National Statistics (ONS) as the main benchmark for setting remuneration.
- 2.7 The Local Government (Wales) Measure 2011 states that “the Panel must take into account what it considers will be the likely financial impact on relevant authorities” of its decisions. We considered evidence on public sector finances and the impact on Principal Authorities’ budgets before determining remuneration levels across the local government family.
- 2.8 Whilst the total cost of remuneration for elected members is relatively low in terms of overall budgets, the Panel are aware of the continuing economic and fiscal constraints on Principal Councils. In reaching our decision to continue the

link between elected members remuneration and the average earnings of their constituents, the Panel remain of the view that a fair and reasonable remuneration package will continue to support elected members and not act as a barrier to participation. This is an important principle, underpinning our considerations on appropriate remuneration.

- 2.9 In line with our commitment to simplifying reporting and compliance requirements, the Panel this year looked at the reporting for Community and Town Councils (CTCs). We provided clerks of CTCs with a new template report and will continue to monitor the level of payments made. These annual returns form an important part of the evidence that the Panel considers in determining the impact and effectiveness of our decisions.
- 2.10 We addressed queries from CTCs regarding the PAYE treatment of the mandatory allowance for working from home (£156 per annum) and the option of a flat rate of £52 a year for consumables. We updated our guidance on this issue, and this has helped reduce the number of queries. We are mindful of the help that One Voice Wales continues to give to local clerks and councillors on remuneration issues and again, this year, held an online seminar for all community councillors during the consultation period.
- 2.11 We are also mindful of a continuing, albeit reducing, number of CTC councillors who decide to forego all or part of their entitlement. We strongly believe that councillors should be reimbursed for expenses they necessarily incur whilst carrying out their duties. However, the Panel notes that the number of CTCs not submitting their annual Statement of Payments remains high, particularly amongst the Band 4 and Band 5 Councils. This hinders our ability to fully assess the impacts of our Determinations and highlights the continued perception, amongst many CTCs, that the administrative burden remains a concern. The Panel agreed to work constructively with CTC representative bodies to consider how best to support our smaller CTCs. In the meantime, the information on Returns will be shared with Audit Wales.
- 2.12 We introduced a total sum reporting for all mandatory payments to members of CTCs for working from home, the flat rate consumables allowance and travel and subsistence claims. This is in line with the reporting of costs of care and personal assistance claims. The Panel feels this will give the right balance between public accountability and individual privacy, and we hope will encourage all to accept the payments they are entitled to and reduce the administrative burden.
- 2.13 Also, last year, the Panel introduced the option for coopted members of Principal Councils, National Parks Authorities and Fire and Rescue Authorities, to be paid an hourly rather than daily rate where thought appropriate. We will be looking at the annual payment returns for this year to monitor the take up of and this and will encourage Heads of Democratic Services to share best practice.

- 2.14 We have reviewed and updated our Guidance (previously called the Regulations) to better support relevant authorities to be able to comply with our determinations about members' remuneration, including payments, reporting and publication requirements as set out in this final annual report.
- 2.15 A key issue that the Panel considered in depth this year was the development of the new Corporate Joint Committees (CJCs). After research into the progress being made and taking evidence and feedback from CJCs and Welsh Government policy colleagues, the Panel consulted on a Draft Supplementary Report covering the remuneration of lay members of CJCs.
- 2.16 Following consideration of responses to the consultation, the Panel determined that lay members of a CJC should be paid in the same way as coopted members of other relevant authorities. A Supplementary Report was published on 31 July 2024, setting out the remuneration levels for lay members, effective from that date.
- 2.17 The final area that the Panel considered this year was the need to review the Framework and Methodology for Remuneration of Senior Roles in Principal Councils, Community and Town Councils (CTCs), and CJCs. This is a considerable piece of work requiring detailed research and engagement, and the Panel is currently finalising a detailed scope and methodology for the review in order for the new Democracy and Boundary Commission Cymru (DBCC) to take this work forward.
- 2.18 Additionally, the Panel has become aware of some concerns over the workload and demands on senior roles in National Park Authorities and Fire and Rescue Authorities. The Panel therefore proposes incorporating research questions that would support a review into these areas also within the scope of the research framework described above. This work will be taken forward by the DBCC.
- 2.19 Finally, in light of feedback from Heads of Democratic Services of Principal Councils and responses to the consultation, the Panel considered a paper on rates paid to coopted members and agreed that no changes would be made for this year. The Panel noted that these rates were last uplifted in 2021. The Panel agreed that a forward note should be made to consider the evidence for an appropriate benchmark for cooptee payments, noting that it had been some time since the Welsh Government Public Bodies Unit had increased their rates. The Panel also highlighted that wider support for cooptees, such as training, IT equipment and travel and subsistence expenses should be provided.
- 2.20 As we come to the end of the year, and the winding up of the Panel and the transfer of its functions to the DBCC, the Panel has prepared a Legacy Report which provides a summary of the main issues we have researched and made decisions on over the past 10 or so years and will form an evidence base for the DBCC to take forward.

3. Role and responsibilities of the Panel

Our Role:

3.1 The Panel is responsible for setting the levels and arrangements for the remuneration of elected and coopted members of the following organisations:

- Principal Councils – County and County Borough Councils
- Community and Town Councils
- National Park Authorities
- Fire and Rescue Authorities
- Corporate Joint Committees

3.2 The Panel is an independent organisation, and the organisations listed above are required, by law, to implement the decisions it makes.

3.3 We make determinations on:

- The salary structure within which members are remunerated
- The type and nature of allowances to be paid to members
- Whether payments are mandatory or allow a level of local flexibility
- Arrangements in respect of family absence
- Arrangements for monitoring compliance with the Panel's decisions

Our Aim:

- Supporting local democracy and giving communities their voice, through setting up an appropriate and fair remuneration framework, which encourages inclusion and participation.

Our Goals:

- Our Determinations should ensure that levels of remuneration are fair, reasonable, represent value for money for the taxpayer, and are set within the context of Welsh earnings and the wider financial circumstances of Wales.
- Our Determinations should support elected members from a diverse range of backgrounds, and levels of remuneration should not act as a barrier to participation.

Our Strategic Objectives:

- To make evidence based Determinations
- To use clear and accessible communications
- To proactively engage and consult
- To simplify compliance and reporting
- To work collaboratively

Panel Membership

Frances Duffy, Chair
Saz Willey, Vice Chair
Bev Smith
Dianne Bevan
Kate Watkins

Detailed information about the members, our Strategic Plan, our deliberations and supporting research and evidence can be found on the website: [Panel website](#)

4. Transfer of Functions to Democracy and Boundary Commission Cymru

- 4.1 The Panel's functions will transfer over to the Democracy and Boundary Commission Cymru on 1 April 2025. This is as a result of the Elections and Elected Bodies (Wales) Act being passed in July 2024. Having received Royal Assent in the Autumn, the Act expands the role and remit of the DBCC across aspects of a healthy Welsh democracy, including setting the remuneration for members of the following bodies across Wales:
- Principal Councils
 - Town and Community Councils
 - Corporate Joint Committees
 - Fire and Rescue Authorities
 - National Park Authorities
- 4.2 As the DBCC draws on the same evidence base and stakeholders to undertake its own work and its purpose is also rooted in promoting effective local democracy, there is already a strong connection between the work of the two organisations. Both agendas rely on having a real understanding and appreciation of the needs of the population of Wales, the way in which elected members and councils operate and an understanding of members' workloads.
- 4.3 As the Panel is required now, the DBCC will be expected to produce a draft Annual Report for consultation and take account of responses prior to publishing a final Report by 28 February each year. The Report will set out its determination about remuneration levels for the following financial year.
- 4.4 The Panel will be abolished via the Elections and Elected Bodies (Wales) Act on 31 March 2025.
- 4.5 We are working closely with the DBCC to ensure a seamless transfer of the Panel's functions on 1 April 2025. We have set up a transition workstream to capture requirements such as development of a legacy report which will provide details on the Panel's history as well areas which might be considered by the DBCC in the future.

5. Methodology

- 5.1 As set out in our strategic objectives the Panel has committed to making evidence-based decisions.
- 5.2 This year we again prepared an evidence and research paper to pull together the various sources of information that the Panel considered in making its draft Determinations. This provided a wide range of data, evidence, and contextual factors to inform the Panel's decision-making process in relation to its Determinations for the 2025-2026 financial year. This included:
- Data on average UK and Wales weekly earnings, including ASHE – the Annual Survey of Hours and Earnings
 - Public and private sector pay trends
 - Annual CPIH and CPI inflation rates
 - Benchmarks, including councillor remuneration in Scotland
 - Research on councillor workload, views and attitudes to remuneration and diversity (Welsh Government)
 - Data collected on the take up of remuneration and benefits packages by councillors
 - Data on local authority finances
- 5.3 The full set of evidence and research considered will be published on our [website](#).
- 5.4 The Panel engaged directly with key stakeholder representative groups including the Welsh Local Government Association and One Voice Wales, Society for Local Council Clerks, North and Mid Wales Association of Local Councils. We also received evidence from the Chair of North Wales Fire and Rescue Service, Chair of National Parks Wales (who is also Chair of Pembrokeshire Coast National Park Authority) and the Chair of South West Wales CJC (who is also the Leader of Swansea City Council).
- 5.5 In March, the Panel attended the One Voice Wales conference. This enabled the Panel to meet delegates and discuss issues relating to the Panel's deliberations. The Panel also held an online seminar in November for all CTC councillors. The Panel noted however, that this was less well attended than last year's seminar and will consider any implications for future engagement.
- 5.6 The Panel also met with the Convention of Scottish Local Authorities (COSLA), Scottish Government and the Convener of Scottish Local Authorities Remuneration Committee (SLARC) to discuss SLARC's independent review of councillor remuneration and particular methodology for setting councillor remuneration. The Panel found the conversation interesting and informative on how the Scottish remuneration methodology compares with Wales.
- 5.7 The Panel engaged with Heads of Democratic Services and Leaders of Principal Councils, during the consultation period. These discussions provide an opportunity for the Panel to explore views about existing arrangements, the impact decisions are having on individuals, how the arrangements are

operating in practice and any issues or concerns individuals wish to raise.

It also provides an opportunity for discussion about emerging situations which the Panel may need to consider in respect of its decision making.

- 5.8 The Panel would like to thank all those that contributed to our deliberations either directly or through feedback and questions on our last report.

6. Consultation on the draft Annual Report 2025

- 6.1 The Panel published a draft report on 4 October 2024 for an eight week consultation, which closed on 29 November 2024.
- 6.2 As part of the consultation process, stakeholders were invited to answer three questions using an online survey or by return email. A total of 3 responses were received online, whilst 16 were submitted by email to the IRP Mailbox. The Panel would again like to thank everyone who contributed to the consultation. A summary of the responses is included below.
- 6.3 The consultation responses highlighted a few areas that the Panel will include in the Forward Look section of its Legacy report for the Democracy and Boundary DBCC to consider. This will include the remuneration of coopted members of relevant authorities, which appeared to be the main issue for those who responded to the consultation.
- 6.4 Overall, the responses supported the Panel's determinations and so no changes have been made in the final Determinations which are now set out in this Report.

7. Consultation: Summary of responses

7.1 The Panel engaged in a number of stakeholder meetings during the consultation period to share information and gather important feedback on the draft annual report 2025. See below for details:

7.2 The website link and Pdf version of the draft report was sent to:

- One Voice Wales
- Welsh Local Government Association
- Society for Local Council Clerks
- North and Mid Wales Association of Local Councils
- Principal Councils
- Fire and Rescue Authorities
- National Parks Authorities and
- Community and Town Councils

Determination 1: Basic salary for elected members of principal councils

7.3 Seven responses were received, in respect of Determination 1. Four responses confirmed the Panel has struck the right balance between affordability and adequate remuneration for representatives, whereas three stated the negative impact of the Panel's Determination on principal council budgets and authorities' current financial constraints. The Panel continue to consider the financial impact of its Determinations but remain committed to its Strategic aim of maintaining the link to average wages in Wales.

Determination 4: Payments to national parks authorities and fire and rescue authorities

7.4 One response was received regarding the treatment of tax on remuneration for Welsh Government appointed members of a national park authority. This is not an issue within the competence of the Panel.

Determination 5: Payments made to coopted members of Principal Councils, National Park Authorities and Fire and Rescue Authorities

7.5 There were four responses regarding the level of payment to coopted members of Principal Councils voicing disagreement with the Panel's decision to maintain allowances. One response stated there is a potential for Lay Members to feel undervalued as there had been no increase in their remuneration for 5 years. The Panel has not recommended any change, noting that this should be reviewed in line with any changes in rates set out by Welsh Government Public Bodies Unit. Any changes to remuneration levels will be considered by the DBCC.

7.6 One response from a principal council supports the introduction of the flexibility to use an hourly rate where appropriate. The Panel is pleased to learn a several principal councils are using the flexibility for remunerating coopted members.

Determination 6: Community and Town Councils Mandatory payments Payment for extra costs of working from home and Set payment for consumables

7.7 One Community Council requested that the Panel reconsider the £156 mandatory payment to Councillors in light of significant impact on budget precepts held by smaller community councils. The Panel reaffirms individuals are able to opt out of receiving mandatory payments. Any opt outs should be declared in writing.

7.8 Finally, no responses were received with regard to:

Determination 2: Salaries paid to Senior, Civic and Presiding members of principal councils

Determination 3: Salaries for Joint Overview and Scrutiny Committees

Determination 7: Compensation for financial loss

Determination 8: Reporting requirements

Other responses

- 7.9 In addition to the Panel receiving responses to the specific consultation questions, a number of more general comments were made by consultees.
- 7.10 Such feedback, whilst not directly related to the consultation questions, is always useful to the Panel in helping Members better understand the context of local democratic participation and the impact of the Panel's deliberations.
- 7.11 Feedback has also been received through the participation of Panel Members in meetings with those representing the principal, and town and community councils, including with One Voice Wales, North and Mid Wales Association of Local Councils, Heads of Democratic Services and the WLGA.
- 7.12 One issue raised orally, for example, was whether the timing of the publication of the annual Report could be reviewed to provide assurance that it is aligned to the optimal extent with the budget setting cycle of councils. This issue will now be included in the Legacy Report of the Panel to be submitted to the DBCC.

Other issues raised included the following:

- 7.13 A respondent did not agree that the system of grouping local authorities to determine senior salaries is fair and reasonable, or that it supports increasing the diversity of elected members.
- 7.14 Other responses suggested that the Panel should reconsider the methodology for determining salary levels in relation to workload and proposed that a Committee Vice Chair should be remunerated for deputising for a Chair.
- 7.15 A respondent also felt that the Committee Chair salary was generous compared to some executive positions.
- 7.16 Comments were also received that it was disappointing that the role of those serving on Regional Partnership Boards or Public Service Boards are not within the Panel's remit and that attendance allowance at Corporate Joint Committees (CJC) sub-committees was not specified within the report.
- 7.17 These issues highlight the need for the DBCC as the successor body to the Panel, to consider whether issues relating to potential remuneration of more recent working partnership arrangements is sufficiently reflected in its inherited remit.
- 7.18 The Panel received a suggestion that attendance related pay could be considered as meetings are a large part of the councillor's role and other respondents highlighted that the £156 payment to smaller Community and Town Councils should not be mandatory. Additionally, a respondent raised their

concern over how Councillors value for money could be established, and another comment received expressed the view that any remuneration system could be open to abuse.

7.19 A number of comments were also received in relation to the level of payment made to coopted lay members, suggesting that an increase might lead to making the roles more attractive and encourage more diverse applications, and a further respondent suggested a need to specify the amount of mileage that could be claimed for such members who attend multi location meetings, outside of their home county.

8. Summary of responses to online questionnaire

8.1 There were only a small number of responses to the questionnaire this year, which the Panel has viewed as being broadly supportive of its Determinations. The questions and responses were:

Question 1

8.2 The Panel is fully aware of the current constraints on public funding and the impact its decisions will have on the budgets of Principal Authorities. The Panel is also mindful of our Aims and Objectives to provide a fair and reasonable remuneration package to support elected members and to encourage diversity of representation. We therefore propose using the ASHE for all Wales to increase their remuneration in line with the average earnings of their constituents.

Do you think that the Panel has struck the right balance between affordability and adequate remuneration for representatives? If not, do you have other suggestions?

Responses

8.3 Four answered this question agreeing that the Panel have struck the right balance between affordability and adequate remuneration for representatives. Three responses indicated disagreement. However, no suggestions were provided.

8.4 A respondent highlighted the percentage increase felt high and contrasted this with officers increase and having to do more work with less financial reward. The same response stated members felt remuneration level needed to be fair in order to appeal to a more diverse and broader cross-section of constituents and commented that members felt the allowance is fair, particularly in line with the amount of hours members put in to their role.

Question 2

8.5 Following evidence received from Heads of Democratic Services of Principal Councils, on local flexibility for payments to coopted members, serving on committees of Principal Councils, National Park Authorities and Fire and Rescue Authorities. This Panel consulted on this proposal and responses (from the

consultation on the 2024 to 2025 draft annual report) supported the Panel's determinations and so no changes were made in the final Determinations, resulting in the Panel allowing relevant officers to decide if it would be appropriate to apply a day or half day rate or to use an hourly rate where it is sensible to aggregate a few short meetings. The Panel would now like to know if this determination has been adopted by your relevant authority:

Responses

- 8.6 Five of those who answered this question agreed and two had no opinion. Those who agreed, thought an hourly rate was thought to be more cost effective and would provide flexibility to attend shorter meetings with officers when needed. The Panel maintains, the principle of authorities being able to be flexible to suit their own requirements.

Question 3

- 8.7 Last year, in conjunction with One Voice Wales, the Panel held a seminar on the treatment of tax on members Community and Town Councils (CTC) allowances. This was followed up with guidance on how to apply the exemption to the working from home allowance (£156). The Panel is interested to learn if the seminar and or guidance has increased the number of CTC members receiving the allowance.

Responses

- 8.8 One of those who answered this question disagreed and two had no opinion.
- 8.9 Since the Panel has engaged with members of One Voice Wales, Society for Local Council Clerks and North and Mid Wales Association of Local Councils, it has agreed to revisit the template format in order to increase the level of reporting on the number of councillors claiming and declining allowances.

Question 4

- 8.10 All allowances paid to elected members of Community and Town Councils should be recorded on the Annual Statement of Payments for Community and Town Councils (noting Statements already submitted by Community and Town Councils would be accepted). This includes NIL returns. Earlier this year, a revised Statement template and advice note were issued to Community and Town Councils. The Panel are interested if the Template has again increased the number of councillors claiming allowances?

Responses

- 8.11 One response stated the revised template had not increased the number of councillors claiming allowances, and another two responded with no opinion.

Community and Town Councils

9.24 The Panel continues to mandate payments for the extra costs of working from home and payments for office consumables. There is no change to the Determination made last year.

Mandatory Payments:

Determination 7

Payment for extra costs of working from home

9.25 All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power, and broadband) of working from home.

Set payment for consumables

9.26 Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

9.27 It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly, or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

Attendance Allowance

9.28 Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30. A member in receipt of financial loss compensation will not be entitled to claim attendance allowance for the same event.

9.29 As the payment for attendance is optional, the council, at its first Annual Meeting, should formally decide whether or not to make these payments.

9.30 If the council decides in favour of attendance allowances, it must produce a Scheme for formal adoption, make provision for it to be publicly available and inform the Independent Remuneration Panel.

9.31 The mandatory maximum for each qualifying event is £30. There is no stipulated minimum.

9.32 Payments for attendance must be in respect of official business or approved duty which are identified in the council's Standing Orders or alternatively by specific resolution. The scheme should specify for which events payments will

be made.

9.33 All members of the council will be entitled to the payment for attendance at the events specified in the scheme, but an individual member may decline to receive payment by informing (in writing) the proper officer.

Compensation for Financial Loss:

Determination 8

9.34 Compensation for financial loss is an optional payment.

9.35 The Panel has determined that this payment should be aligned to the daily rate of ASHE and will be £126.74 for a full day and £63.37 for a half day.

Table 8: Payments to Community and Town Councils

Type of Payment	Group	Requirement
Extra costs payment	1 (Electorate over 14,000)	Mandatory for all members
Senior role	1 (Electorate over 14,000)	Mandatory £500 for 1 member; optional for up to 7
Mayor or chair	1 (Electorate over 14,000)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	1 (Electorate over 14,000)	Optional: up to a maximum of £500
Attendance allowance	1 (Electorate over 14,000)	Optional
Financial loss	1 (Electorate over 14,000)	Optional
Travel and subsistence	1 (Electorate over 14,000)	Optional
Costs of care or personal assistance	1 (Electorate over 14,000)	Mandatory
Extra costs payment	2 (Electorate over 10,000 to 13,999)	Mandatory for all members
Senior role	2 (Electorate over 10,000 to 13,999)	Mandatory for 1 member; optional up to 5
Mayor or chair	2 (Electorate over 10,000 to 13,999)	Optional: up to a maximum of £1,500
Deputy mayor or deputy chair	2 (Electorate over 10,000 to 13,999)	Optional: up to a maximum of £500
Attendance allowance	2 (Electorate over 10,000 to 13,999)	Optional
Financial loss	2 (Electorate over 10,000 to 13,999)	Optional
Travel and subsistence	2 (Electorate over 10,000 to 13,999)	Optional

Type of Payment	Group	Requirement
Costs of care or personal assistance	2 (Electorate over 10,000 to 13,999)	Mandatory
Extra costs payment	3 (Electorate over 5,000 to 9,999)	Mandatory for all members
Senior role	3 (Electorate over 5,000 to 9,999)	Optional up to 3 members
Mayor or chair	3 (Electorate over 5,000 to 9,999)	Optional - Up to a maximum of £1,500
Deputy mayor or deputy chair	3 (Electorate over 5,000 to 9,999)	Optional - Up to a maximum of £500
Attendance allowance	3 (Electorate over 5,000 to 9,999)	Optional
Financial loss	3 (Electorate over 5,000 to 9,999)	Optional
Travel and subsistence	3 (Electorate over 5,000 to 9,999)	Optional
Costs of care or personal assistance	3 (Electorate over 5,000 to 9,999)	Mandatory
Extra Costs Payment	4 (Electorate over 1,000 to 4,999)	Mandatory for all members
Senior Role	4 (Electorate over 1,000 to 4,999)	Optional up to 3 members
Mayor or Chair	4 (Electorate over 1,000 to 4,999)	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	4 (Electorate over 1,000 to 4,999)	Optional - Up to a maximum of £500
Attendance Allowance	4 (Electorate over 1,000 to 4,999)	Optional
Financial Loss	4 (Electorate over 1,000 to 4,999)	Optional
Travel and Subsistence	4 (Electorate over 1,000 to 4,999)	Optional
Costs of Care or Personal Assistance	4 (Electorate over 1,000 to 4,999)	Mandatory
Extra Costs Payment	5 (Electorate less than 1,000)	Mandatory for all members
Senior Role	5 (Electorate less than 1,000)	Optional up to 3 members
Mayor or Chair	5 (Electorate less than 1,000)	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	5 (Electorate less than 1,000)	Optional - Up to a maximum of £500
Attendance Allowance	5 (Electorate less than 1,000)	Optional
Financial Loss	5 (Electorate less than 1,000)	Optional
Travel and Subsistence	5 (Electorate less than 1,000)	Optional

Type of Payment	Group	Requirement
Cost of Care or Personal Assistance	5 (Electorate less than 1,000)	Mandatory

9.36 There have been no changes made to payments for undertaking senior roles; allowances for Travel and subsistence; Care and Personal Assistance or Attendance allowance. All current Determinations are published on our [website](#).

Determination 7

- 10.10 Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power, and broadband) of working from home. And Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.
- 10.11 Members of Community and Town Councils are appointed office holders. Whilst not employees, their remuneration is still subject to PAYE rules. Section 316A ITEPA 2003 states no liability to income tax arises in respect of a payment an employer makes to an employee in respect of reasonable additional household expenses which the employee incurs in carrying out duties of the employment at home under homeworking arrangements. This arrangement will apply to the £156 payment made under this Determination.

Determination 8

- 10.12 Compensation for financial loss is an optional payment.
- 10.13 The Panel has determined that this payment should be aligned to the daily rate of ASHE 2022 to 2023 and will be £126.74 for a full day and £63.37 for a half day.

11.Contact details

11.1 To request a printed version of the Annual Report please [email us](#) or write to:

Independent Remuneration Panel for Wales
Third Floor East
Crown Buildings
Cathays Park
Cardiff CF10 3NQ

Telephone: 03000 616095
Email: irpmailbox@gov.wales

11.2 This Annual Report and other information about the Panel and its work are available on our [website](#).

Nantyglo and Blaina Town Council
High Street
Blaina
Gwent
NP13 3BN

[REDACTED]
Blaina
Gwent
[REDACTED]

Subject: Request for Funding – Memorial Fencing for the Cenotaph

Dear Town Council Members,

I am writing on behalf of Royal British Legion – Blaina Branch, to formally request funding for the supply and installation of a memorial fence around the Cenotaph at Central Park, Cwmcelyn, Blaina. This cenotaph stands as a solemn tribute to the brave individuals from our community who served and sacrificed for our country. Installing a protective and respectful fencing structure (approximately 1 meter in height) will help preserve its integrity while enhancing the site’s significance as a place of reflection and remembrance.

Over time, the cenotaph has faced challenges such as vandalism by scratching names onto the stones which underscore the need for added protection. A well-designed bespoke metal fence will not only safeguard this important landmark but also contribute to the overall aesthetic of the site, ensuring it remains a dignified space for future generations and appropriate memorial and civic functions. The Royal British Legion – Blaina Branch has begun enhancing the area by installing two permanent, freestanding flag poles in 2024.

We kindly seek financial support from the town council to cover the costs of design and materials of approximately £7000. Members are informed that planning advice has been sought, and the fencing will be designed and manufactured by The Gate Shop, a local business based on the Rising Sun Industrial Estate in Blaina.

We appreciate your time and consideration of this request and would be grateful for the opportunity to discuss this further at an upcoming council meeting. Please let us know a convenient time to present our proposal in more detail.

Thank you for your commitment to preserving our town’s heritage and honouring those who have served. We look forward to your support in making this project a reality.

Sincerely,

Richard Hancocks

Secretary

Royal British Legion – Blaina Branch

NANTYGLO & BLAINA

- 4 MAR 2025

TOWN COUNCIL

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO a BLAENAU

Asset Register as at 31st March 2025

Introduction:

Members will be aware of the 'Governance and Accountability for Local Council – a Practitioners Guide 2011 (Wales) – amended 2014 which is regarded as containing 'proper practices' as referred to in the Accounts and Audit Regulations (Wales).

Purpose:

One of the requirements of this Act is to ensure that the Asset and Investment Register is complete, accurate and properly maintained for each financial year.

Report:

The Town Council's Asset Register has been updated for the financial year 2024/25 to include the provision of additional purchases made by the Town Council during the financial year 2024/25. Members are advised that following discussions with the Council's Internal Auditor (in 2022) the purchase of flags, bunting and planters are not recordable in the Asset Register:

- Additional transformers and connectors for Christmas Lights at a cost of £125.90 inclusive of Vat
- Additional Christmas Lighting at a cost of £3,106.15 inclusive of VAT.

Members are advised that the total amounts recorded in the Asset Register are:

as at March 2020 was £130,926.65
as at March 2021 was £132,758.45
as at March 2022 was £137,539.45
as at March 2023 was £139,532.14
as at March 2024 was £141,900.04
as at March 2025 is £145,132.09

Recommendation:

That Members agree the report and updated information contained within the Town Council's Asset Register for the financial year 2024/25 as correct.

Tracy Hughes - Town Clerk/RFO

March 2025

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

Mrs T Hughes Town Clerk/RFO

Town Council Offices, Blaina Institute, High Street, Blaina. NP13 3BN Swyddfa'r Cyngor, Y-Stryd Fawr, Blaenau. NP13 3BN
Tel: 01495 292817 e-mail: clerk@nantygloandblainate.co.uk

Asset Register

Date of Acquisition	Description	Supplier	Location	Cost or Value	Method of Valuation
Prior to 2011	Salem Chapel – Building & Annexe	Baptist Union	High Street, Blaina	£350,000 (estimated)	Estimated
"	Salem Chapel - contents	Historical	"	£30,000	
"	Historic Films (Chartists & Blaina WWII)		NBTC Blaina Institute	£9,000	
"	Furniture & Equipment (Clerk's Office)		NBTC Blaina Institute	£2,500	
"	Artefacts in Council Chamber	Historical	"	£3,000	
"	Public seating		Various locations throughout town	£5,200	
"	Millennium Wall		Near Wesley Buildings, Nantyglo	£1,500	Cost price
"	Brass Band Instruments		Salem Chapel, High street, Blaina	£150,000	
"	Christmas Lighting		Secure lock-up, ICC Building, High Street, Blaina	£6,200	Cost Price
"	Silver wear		NBTC, Blaina Institute	£12,500	
"	Festive Banners (canvas print x 10)		NBTC, Blaina Institute	£700	Cost Price
"	Civic Chains (Mayor & Consort)		"	£2,000	
"	Educational Film (Scotch Cattle) &		NBTC Blaina Institute	£8,808	Cost Price

	Wall Mounted TV & Control Box			£8,105	Cost Price
"	Educational Film (Blaina Riots) & Wall Mounted TV & Control Box				
			Total	£589,513	March 2012
14/05/2012	Suite (Mayor's Parlour)	Suite Shop Wales, Blaina	Mayor's Office, NBTC, Blaina Institute, High Street, Blaina	£750	Cost Price
19/06/2012	Christmas Train Set	M Parry	Salem Chapel, High street, Blaina	£200	Cost Price
06/02/2013	Wall Map of Nantyglo	JP Print	Nantyglo	£168	Cost Price
			Total	£590,631	March 2013
	No additional asset		Total	£590,631	March 2014
08/05/2014	Memorial to CSM JH Williams VC	R Dunham, WJ Lawrence & Monwell Hankinson	Nr Wesley Buildings, Nantyglo	£3844	Cost Price
01/12/2014	Increase in Christmas Lighting	City Illuminations	Secure Lock-up, ICC Building, High Street, Blaina	£2268	Cost Price
11/2/2015	WWI & WWII Pen & Ink Drawings	A Broderick & MG Framing	NBTC, Blaina Institute	£850	Cost Price
			Total	£597,593	March 2015
March 2016	No additional asset		Total	£597,593	March 2016

12/10/2016	Increase in Christmas Lighting	Lite LTD	Secure Lock-up, ICC Building, High Street, Blaina	£180.00	Cost Price
24/11/2016	Increase in Christmas Lighting	Lite LTD	Secure Lock-up, ICC Building, High Street, Blaina	£720.00	Cost Price
			Total	£598.493.00	March 2017
16/11/2017	Increase in Christmas Lighting	Christmas Plus	Secure Lock-up, ICC Building, High Street, Blaina	£730.00	Cost Price
			Total	£599.216.00	March 2018
October 2018	Increase in Christmas Lighting	Lite LTD	Secure Lock-up, ICC Building, High Street, Blaina	£1092.00	Cost Price
December 2018	2 x Business laptops computers	Smartsignz	Town Council, Blaina Inst, High St, Blaina	£2376.00	Cost Price
December 2018	Salem, Chapel – decrease in valuation.	Local & Devolved Government Sector Leader, DVS Property Ser; arm of valuation Office	Salem Chapel, High Street, Blaina	(£350,000)	Estimated
December 2018	Salem Chapel – Amended Valuation	(Historical)	Previously Stored at Salem Chapel	£25,000.00	Revalued

December 2018	Brass Band Instruments	(Historical)	Previously stored at Salem chapel, High St, Blaina	(150,000)	Transferred to Blaina Band via Deed of Gift
December 2018	2 x oil radiators	Viking	Town Council offices, High St, Blaina	£119.95	Cost Price
			Total	£127803.95	March 2019
June 2019	2 x Memorial Benches	Street Master (South Wales) LTD	Opposite Westley Church, Nantyglo & Central park, Blaina	£1946.40	Cost Price
October 2019	Paper Shredder	Viking	Town Council Offices, High St, Blaina	£178.80	Cost Price
November 2019	Increase in Christmas Lighting	Christmas Plus	Secure Lock-up, ICC Building, High Street, Blaina	£997.50	Cost Price
			Total	£130926.65	March 2020
October 2020	Increase in Christmas Lighting	Christmas Plus	Secure Lock-up, ICC Building, High Street, Blaina	£244.80	Cost Price
October 2020	Increase in Christmas Lighting	Lite LTD	Secure Lock-up, ICC Building, High Street, Blaina	£1587.00	Cost Price
			Total	£132758.45	March 2021

October 2021	Increase in Christmas Lighting	Christmas Plus	Secure Lock-up, ICC Building, High Street, Blaina	£1355.00	Cost Price
August 2021	2 x laptops, 2 x monitors, 2 x keyboards, 2 x docking stations, 2 x mouse,	Orbits IT	Town Council Offices, High St, Blaina	£2388.00	Cost Price
February 2022	Owl Pro Meeting System	AV Roche	Town Council Offices, High St, Blaina	£1038.00	Cost Price
			Total	£137539.45	March 2022
November 2022	Increase in Christmas Lighting	Festive Lights Ltd	Secure Lock-up, ICC Building, High Street, Blaina	£1992.69	
			Total	£139,532.14	March 2023
September 2023	Office Projector for Hybrid Meetings	Spartan AV	Town Council Offices, Blaina Institute	£442.80	Cost Price
October 2023	Increase in Christmas Lighting	Powerbee	Secure Lock-up, ICC Building, High Street, Blaina	£1925.10	Cost Price
			Total	£141,900.04	March 2024
November 2024	Increase in Christmas Lights	Festive Lights	Secure Lock-up, ICC Building, High Street, Blaina	£3,106.15	Cost Price

November 2024	Increase in transformers & connectors for increase in Christmas Lights (see purchase above)	Powerbee	Secure Lock-up, ICC Building, High Street, Blaina	£125.90	Cost price
			Total	£145,132.09	March 2025

ANNUAL REPORT

2023/24



**NANTYGLO & BLAINA
TOWN COUNCIL**

Town Clerk: Tracy Hughes

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Contents

Mayor's Report:	Page 1
Leader's Report:	Page 1
About Council:	Page 2
Membership of Council:	Page 3
Committee Membership:	Page 3 - 4
Staff:	Page 4
Meetings:	Page 4
Training Plan:	Page 5 - 6
Finance & Expenditure:	Page 7 - 9
Assets and Services:	Page 9 -10
Activities:	Page 11 - 12
Wellbeing:	Page 12
Environment:	Page 12
Collaborative Working:	Page 12
Local Giving Grants S.137:	Page 12

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Town Mayor's Report:

It is with great sadness that the late Cllr Keith Jenkins passed away before he was able to provide Town Council with a report, therefore Deputy Town Mayor, Cllr Michael Williams provided Town Council with the following report.:

Cllr Jenkins considered it a privilege and an honour to have been the Town Mayor for Nantyglo and Blaina for 2023/24 and proudly carried out the role to the very end, aided and assisted by his consort Mrs Lynne Higgins.

Cllr Jenkins was a wonderful man who served his community to the very end, and it's very sad that Town Council thanked officially at the Annual meeting in 2024 him for his amazing work that he did over the years - especially looking after the planters around both towns, and the yearly In Bloom Competition - he will be sadly missed. Some of his many visits and activities during his Mayoral Year included:

- Visiting the newly revamped studios of BGfM.
- Attended the opening of 'Stute café in Blaina Institute.
- Representing the Town Council at Remembrance Day Service.
- Attending the joint Christmas carol service of the 4 local primary schools.
- Attending the Holocaust Memorial Day at Bedwellty House which was hosted by Tredegar Town Council.
- Attending the celebrations of the 35th Anniversary of Llŷs y Capel.

Cllr Jenkins represented the Town Council as a School Governor also as an area representative of One Voice Wales.



Leader's Report: Cllr Glyn Morvan:

As a council we will continue to work for and with you during the coming months and increase our involvement with the communities of Nantyglo & Blaina in as many ways as possible, and in doing so, meeting with as many as we can on the way.

In / during 2023/24, the Council continued working with partner agencies on various community projects in Nantyglo and Blaina

We began by donating Easter eggs to the four primary schools, which were warmly received. In May, we marked the King's Coronation by gifting commemorative presents to primary school pupils and providing financial support to local care homes for their celebrations.

Sadly, the occasion was overshadowed by the sudden passing of our Mayor, Councillor Keith Jenkins. Before his passing, he oversaw the placement of new planters in both towns, which later flourished in his memory.

Community efforts were celebrated through the ARC Awards and the In-Bloom Competition, recognizing those who support and enhance our area.

Throughout the year, we donated monthly to the Blaenau Gwent Foodbank and supported local groups assisting residents.

As Christmas approached, schools hosted a wonderful joint Carol Service, and we thanked pupils with selection packs. We also contributed to the BGCB Christmas Extravaganza, the Santa Sleigh run, and the Rotary Christmas hamper appeal.

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU



ABOUT COUNCIL:

Nestling in the upper reaches of the Ebbw Fach Valley lies the town of Nantyglo and Blaina.

The Local Government Act 1972, brought about a nationwide reorganisation of local government. The implementation of the Act during 1974, brought the five former Urban District Councils of Abertillery; Brynmawr; Ebbw Vale; Nantyglo & Blaina and Tredegar together to create Blaenau Gwent Borough Council.

Nantyglo and Blaina Community Council was established to continue some of the functions of the previous UDC and to provide local representation on various statutory and voluntary organisations. The first meeting of the community council, which was held on the 27th of February 1974, resolved to adopt town status for Nantyglo and Blaina and thus the community council became a town council.

Council membership is of 16 unpaid, elected members, 8 for Nantyglo and 8 for Blaina. The Council currently has 3 vacancy available at Nantyglo ward and 3 at Blaina ward.

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Nantyglo & Blaina Town Council Membership:

Name	Party	Ward
Clr Keith Jenkins: Town Mayor, Chair of Full Council Committee	Independent: Elected	Blaina
Clr Glyn Morvan: Leader of Council,	Independent: Elected	Nantyglo
Clr Ken Jones: Chair of Planning & Highways Committee	Independent: Elected	Nantyglo
Clr Lillian Harris: Chair of Events Committee	Independent: Elected	Nantyglo
Clr Michael Williams: Vice Chair of Events Committee	Independent: Elected	Blaina
Clr Des Hillman: Chair of Finance & General Purposes Committee	Independent: Elected	Blaina
Clr Carole Hillman	Independent: Elected	Nantyglo
Clr Lydia King	Independent: elected	Blaina

Committee Membership:

Name	Position	Committee
Clr Keith Jenkins	All Members of Council Chair	Full Council
Clr Ken Jones Clr Carole Hillman	All Members of Council Chair Observers	Planning & Highways Committee
Clr Lillian Harris Clr Michael Williams	All Members of Council Chair Vice Chair	Events Committee
Clr Des Hillman	All Members of Council Chair	Finance & General Purposes Committee
Clr Des Hillman Clr Glyn Morvan Clr Keith Jenkins	Leader of Council	Personnel Committee
Clr Keith Jenkins Clr Michael Williams Clr Carole Hillman Clr Des Hillman	Town Mayor Deputy Mayor	Joint Committee of Local Councils

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Clr Ken Jones	Substitute	
Clr Keith Jenkins Clr Des Hillman Clr Carole Hillman Clr Michael Williams Clr Ken Jones	Town Mayor Representative Representative Representative Substitute	Blaenau Gwent CBC Liaison Meeting with Town Councils
Clr Ken Jones	Representative	Blaenau Gwent CAB
Clr Michael Williams	Representative	Blaina Ward Action Group
Clr Keith Jenkins	Town Mayor	Blaina Gwent Heritage Forum
Clr Des Hillman	Representative	Blaenau Institute Trust Fund
Clr Michael Williams	Representative	School Governors – Ystruth Primary
Clr Keith Jenkins	Representative	School Governors – Coed Y Garn Primary
Clr Glyn Morvan	Representative	Blaenau Gwent Armed Forces: Covent Steering Group
Clr Glyn Morvan Clr Keith Jenkins	Leader of Council Town Mayor	One Voice Wales
Clr Glyn Morvan	Leader of Council	One Voice Wales Larger Councils Representative
Clr Des Hillman Clr Carole Hillman	Representative Representative	Planning Application Observer

Staff

Name	Position
Mrs Tracy Hughes RFO	Town Clerk
Mrs Nicola Horner	Assistant Officer

Meetings

Nantyglo & Blaina Town Council meets on the second Tuesday of each month for Planning & Highways and Finance and General, typically at 6pm. They also, meet every 4th Tuesday of the month for Full Council and Events. Task and finish group and Personnel meetings are held as and when required. Annual Meeting usually take place in May of every year.

Training Plan 2023/24:

Introduction:

The Local Government & Elections (Wales) Act 2021 places a duty on Town & Community Councils in Wales to set out a training plan for both councillors and staff to enable them to

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

undertake their respective roles for the betterment of not only the Council and the Community it serves, but also the councillors' personal development.

Training:

Training is defined as *'a planned process to develop the abilities of the individual and to satisfy the current and future needs of the organisation'*.

Learning can be categorised into the following:

- Intuitive – learning by what happens by chance, and we may not be conscious of it.
- Incidental – learning by reflection on particular events or activities.
- Retrospective – a system approach to reflecting on activities and identifying what we learned from them.
- Proactive – planning to learn from an activity, reflecting on it and planning to use what has been learned.

It is anticipated that councillor / staff learning will reflect many of the above.

Training Aims:

The Council's training aims are the following:

1. To improve the understanding of its councillors, of their role as a local Councillor, the powers available to the Council and how best to utilise the resources available to the Council for the betterment of the residents it serves.
2. To provide the necessary training to its staff to ensure that they can undertake their respective roles.
3. To ensure an acceptable level of succession planning to:
 - a) Ensure the Council can operate effectively following local elections and potential changes to the Council membership.
 - b) Ensure the Council can continue to operate during times where staff may be unavailable (e.g., holidays, sickness, staff turnover etc.)

Staff Training:

All new staff to take Induction Training	As & when required
All staff to undertake staff appraisals to develop their training needs	Annually

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

All office-based staff encouraged to undertake the following, for which the Council will provide financial support: 1. ILCA – Introduction to Local Council Administration 2. FILCA – Financial Introduction to Local Council Administration 3. CILCA – Certificate in Local Council Administration	On-going
All staff encouraged to read regular publications and updates from internet websites: <ul style="list-style-type: none"> • SLCC • The Clerk • One Voice Wales 	Monthly
All staff encouraged to attend training relevant to the position.	On-going

Council:

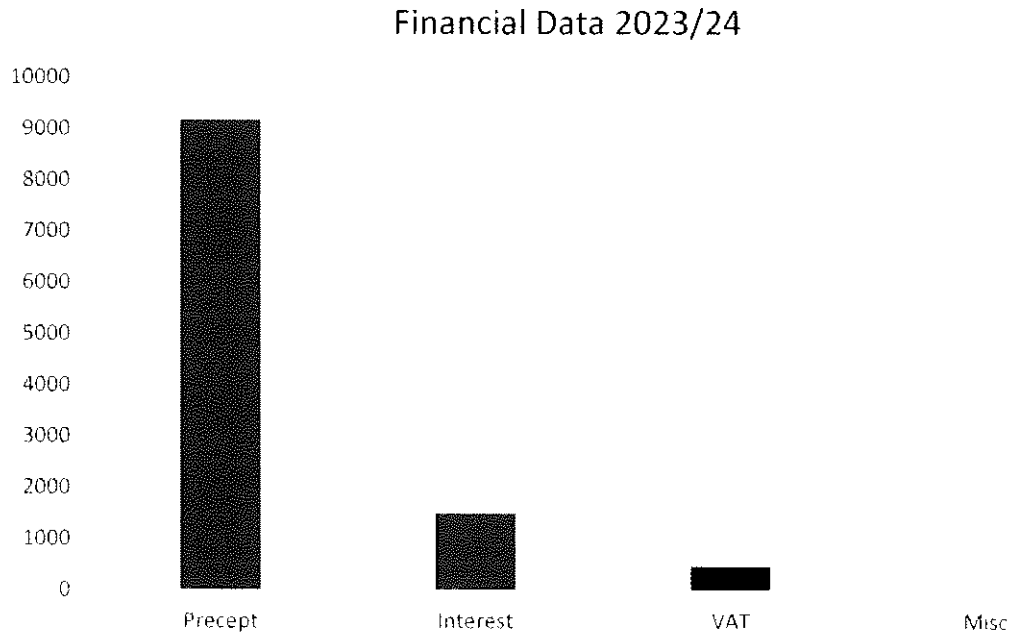
Council to allocate a training budget to cover provision of training activities, attendance at conferences and training publications for councillors and staff	Annually
----------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

Councillors Training:

All councillors are provided with New Members Induction Pack following Local Council Elections as soon as practicable after the local elections.	Every 4 years (or following local elections)
All councillors are encouraged to complete a skills audit to identify training needs.	Annually
All councillors shall undertake training in the Code of Conduct within 6 months of acceptance of office.	Election to Office
All councillors are encouraged to attend conferences and training events as appropriate to councillors and Council's needs and responsibilities.	Annually
All councillors are encouraged to read the following publications: <ul style="list-style-type: none"> • The Good Councillors Guide • Governance & Accountability – A Practitioners Guide 	On Election to Office

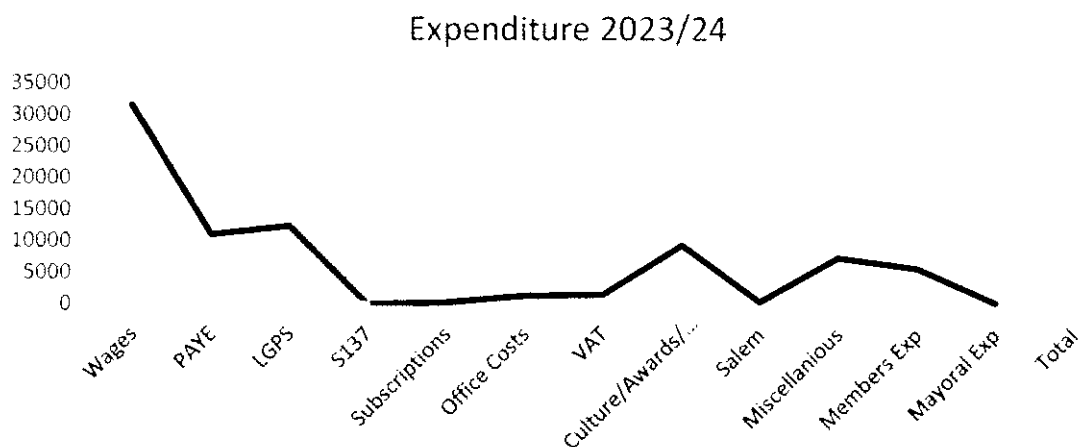
NANTYGLO & BLAINA TOWN COUNCIL CYNGOR TREF NANT-Y-GLO A BLAENAU

Finance - Income



The main source of funding for Town councils is the funds raised through what is referred to as a precept (a charge) to council tax under section 41 of the Local Government Finance Act 1992. Nantyglo & Blaina Town Council calculates its budget requirement for a financial year in accordance with section 50 of that Act and issue a precept to the billing authority. In 2023/24 the Nantyglo & Blaina Town Council precept was £91,170.00 A band D property for Council Tax paid £28 for the year towards the Town Council. This interest and a VAT refund is the only income to Nantyglo & Blaina Town Council.

Expenditure



NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Financial Donation made through S137 2023/24

**Grant funding given to organisations to support their groups
& Donations provided for families in need of Nantyglo and
Blaina residents from Nantyglo & Blaina Town Council**

April 2023 – March 2024

Date	Organisation	Amount
April '23	McMillan Cancer	100.00
April '23	Blaen Y Cwm School	100.00
April '23	Cwmcelyn House	72.00
April '23	Llys Y Capel	96.00
April '23	M Knapp	50.00
April '23	Riverside Flats	81.00
April '23	Blaenau Gwent Foodbank	200.00
May '23	Blaenau Gwent Foodbank	200.00
May '23	M Cummings	100.00
May '23	KR Llewellyn (Nbull)	100.00
June '23	Blaenau Gwent Foodbank	200.00
June '23	Hospice of the Valleys	100.00
July '23	Blaenau Gwent Foodbank	400.00
July '23	Shaw Health - Cwmcelyn Nursing home	100.00
Sept '23	Blaenau Gwent Foodbank	200.00
Oct '23	Ebbw Fach Creative Club	100.00
Oct '23	BGCBC - TMC	100.00
Oct '23	Blaenau Gwent Foodbank	200.00
Nov '23	Friends of North Ebbw Fach	100.00
Nov '23	Blaenau Gwent Foodbank	200.00
Dec '23	Blaenau Gwent Foodbank	200.00
Jan '24	Blaenau Gwent Foodbank	200.00
Feb '24	Blaenau Gwent Foodbank	200.00
Mar '24	Blaenau Gwent Foodbank	200.00
Apr - Mar	Total	£3599.00

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

Financial Donation given to Blaenau Gwent Food Bank:

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 Cyn

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

FINANCIAL DONATIONS GIVEN TO ORGHANSIATIONN TO SUPPORT RESIDENTS AND GROUPS WITHIN
NANTYGLO & BLAINA WHO ARE IN NEED 2023/24.

DATE	ORGANISATION	AMOUNT
April 2023	Blaenau Gwent Foodbank	200.00
May 2023	Blaenau Gwent Foodbank	200.00
June 2023	Blaenau Gwent Foodbank	200.00
July 2023	Blaenau Gwent Foodbank	400.00
September 2023	Blaenau Gwent Foodbank	200.00
October 2023	Blaenau Gwent Foodbank	200.00
November 2023	Blaenau Gwent Foodbank	200.00
December 2023	Blaenau Gwent Foodbank	200.00
January 2024	Blaenau Gwent Foodbank	200.00
February 2024	Blaenau Gwent Foodbank	200.00
March 2024	Blaenau Gwent Foodbank	200.00
	Total amount of donations	£2400.00

Assets:

Description:

Salem Chapel – Building & Annexe
Salem Chapel – Contents
Historic films (Chartist & Blaina WW11)
Furniture & equipment (Clerks Office)
Artefacts in Council Chamber

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Public Seating
Millennium Wall
Christmas Lighting
Silverware
Festive Banners
Civic Chains (Mayor & Consort)
Educational Films (Scotch Cattle) & wall mounted TV and control box
Educational Films (Blaina Riots) & wall mounted TV and control box
Corner Suite
Christmas Train Set
Wall map Nantyglo
Memorial to CSM J.H. Williams VC
WW1 & WW11 – Pen & Ink drawings
2 x business laptops
Salem Chapel – decrease in valuation
Salem Chapel – Amended Valuation
2 x oil radiators
2 x Memorial Benches
Paper Shredder
2 x Laptops, 2 x monitors, 2 x docking stations, 2 x mouse & 2 x keyboards
Owl Pro Meeting System

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Activities

Achievement & Recognition in the Community (ARC): This event held annually which recognises people from the below categories. Town Council holds a ceremony to present winners with a trophy and certificates for their achievement.

- **Services to Youth:** Presented in recognition of service provision in the support of youth development i.e., running youth clubs, Air Training Corps, Scouts, Careers/employment advisor.
- **Music Award:** Presented to a person or persons for their outstanding achievement and talent in the musical arena.
- **Carers:** Presented to a person who by concern for the welfare of others provide care and assistance to those who by age, infirmity or disability are dependent upon the assistance of others.
- **Good Neighbour:** Presented to a person or persons, who by a continued expression of consideration of a neighbour's quality of life are felt to be worthy of recognition.
- **Sports:** Presented to a person or trainer who has shown outstanding commitment or achievement to local sport.
- **Community:** Presented in recognition of the tireless effort and dedication given to enhance and support the local community particularly when that person is a member of several local community groups or organisations.
- **Award in Recognition of Professional Services:** Presented in recognition of the excellent services provided to those in need of advice or assistance.
- **Lifetime Achievement Award:** Presented by the Town Mayor, in recognition of exceptional or outstanding service to the communities of Nantyglo & Blaina.
- **In Bloom:** This event also held annually which recognises people from the below categories. Town Councils holds a ceremony to present winners with a trophy and certificates for the achievement.
 - Open Spaces:
 - Individual Houses:
 - Individual Allotments:
 - Community Group:
 - Schools:
 - Places of Worship

Christmas Carol Concerts: Town Council invites our 4 local schools Coed y Garn Primary, Ystruth Primary, Ysgol Bro Helyg Primary and Blaen y Cwm Primary to a joint carol concert for the children to sing hymns and receive a gift from Santa, which is purchased by Town Council.

NANTYGLO & BLAINA TOWN COUNCIL

CYNGOR TREF NANT-Y-GLO A BLAENAU

Christmas Lighting: Nantyglo & Blaina Town purchases new LED low wattage lights every year to update old inefficient lighting to light up the street with festive lighting around both towns.

Easter Egg: Town Council holds this activity annually which provides every child within the local schools Coed y Garn Primary, Ystruth Primary, Ysgol Bro Helyg Primary and Blaen y Cwm Primary an Easter Egg.

Kings Coronation: Town Council provided every pupil in their 4 local primary schools with a commemorative nylon bag.

Remembrance Sunday: Town Council supports the Role of the Royal British Legion in a parade through Nantyglo & Blaina and lay a poppy wreath.

Civic Sunday: As part of the Mayoral Year, the Town Mayor holds a Civic Sunday Service to which the whole community and other local dignitaries invited.

Merchant Navy Day – Fly the Red Ensign: Commemorated the day by Town Council flew the Red Ensign flag to mark their condolences.

NHS Day: Commemorated the day by Town Council flew the flag for the first NHS, Social Care & Frontline Workers' Day for a celebration and recognition of the hard work carried out by essential workers during the pandemic, and to remember those who have lost their lives in the service of others.

Wellbeing: Town Council provided from the start of the pandemic and still provides to date £200.00 every month to Foodbank Blaenau Gwent to help support our residents in Nantyglo & Blaina who are in financial need.

Environment:

Planters: Town Council continues to replant all planters twice a year for Nantyglo and Blaina to have flowers all year round.

Collaborative Working: Town council worked collaboratively with Blaenau Gwent County Borough Council, Town Centre Manager, also alongside Local Authority Ward Councillors, Cllr Lisa Winnett, Cllr John Morgan, Cllr Peter Baldwin & Cllr Sonia Behr. Donations made to events of Halloween, Christmas funday and Superhero Day. Town Councillors were also in attendance and assisted with Santa Sleigh through the streets of Nantyglo & Blaina.

Local Giving Grants S.137: To individuals or deserving groups in the area to apply up to £100 grant in 1 year.

Safety Inspections – Salem Chapel

Inspection of Salem Chapel – February 2025:

MAIN CHAPEL / WEEK	6th	11th	17th	25th	Report of any defects And action taken
Main Hall of Chapel	/	/	/	/	Dry rot detected & floor part lifted. Investigations undertaken 31/8/16. Organ supports re-enforced Sept 2016.
Fire Alarm	/	/	/	/	Inspected 13/01/2024
Emergency Lighting	/	/	/	/	Inspected 23/01/2024
Stairways to Balcony	/	/	/	/	Stair lift not working, evidence of damp on walls. Plaster fallen from underneath of stairs due to damp.
Balcony	/	/	/	/	Damage to display possibly from insects/woodworm. Greater evidence of damp on walls.
Toilets	/	/	/	/	Removed due to dry rot
High Street Entrance	/	/	/	/	Black mould on walls & ceilings
Office	/	/	/	/	Broken window secured
General Condition	/	/	/	/	General deterioration evident
Fire Extinguishers	/	/	/	/	Inspected & replaced as necessary 06/12/22
Observations/ Other Comments	/	/	/	/	J Dyer opinion is fungal rot. Valuation survey carried out by J Dyer 3/11/21. Exhibition items delivered to Westgate Hotel, Newport & Blaen y Cwm Primary.
ANNEX BUILDING					
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 th & 7 th Feb - OK
Statutory annual Inspections:					Dragon Fire & Security Systems (fire extinguishers) 06/12/2022. Dragon Fire & Security Systems (Intruder & fire alarms) 21/08/2024.

Signed: *T Hughes*

Town Clerk **Date:** 11/32/25
Chairman of Finance & General Purposes Committee