

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

Mrs T Hughes Town Clerk/RFO

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Minutes of the hybrid meeting of the Town Council (Business Meeting) held at 5.00pm on Tuesday 23rd May 2023 (prior to the Annual Meeting) at the Council Chamber, Blaina Institute, High Street, Blaina.

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

Present: Councillor L Harris, Town Mayor, presiding.
Councillors G Morvan; D Hillman; C Hillman; K Jenkins; M Williams (R) & L King

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

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

Declaration of Interest

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

1. Apologies:

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

Resolved to note that apologies were received from Councillor K Jones JP. **Resolved** that the apology be accepted.

2. Questions from the Public:

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

Resolved to note that no questions were received.

3. Minutes of the Meeting of the Town Council held 25th April 2023 (pages 158 – 161)

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

a) Matters arising, for information & clarification only:

Page 160 (8a) – In response to a query, the Town Clerk informed that the training dates were to be arranged very soon.

Resolved that the minutes be approved.

4. Minutes of the Events Committee Meeting held 25th April 2023 (pages 162 – 165)

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

177) Matters arising, for information & clarification only:

Page 164 – should read ‘a plaque’ and to consider including ‘special thanks to all carers who assisted during the pandemic’.

Resolved that the minutes be approved.

5. Minutes of the Planning & Highways Committee Meeting held 9th May 2023 (pages 166 – 170)

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

177) Matters arising, for information & clarification only:

Page 166 (Blaenau Gwent Food bank Presentation) – Members agreed that the presentation was excellent and very useful.

Councillor K Jenkins joined the meeting at this juncture.

Resolved that the minutes be approved.

6. Minutes of the Finance & General Purposes Committee Meeting held 9th May 2023 (pages 171 –175)

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

177) Matters arising, for information & clarification only:

Page 173 (3e) – should be ‘dojo’.

Page 173 (3i) – Councillor D Hillman informed that he had also accompanied the Town Mayor and Consort on two occasions.

Resolved that the minutes be approved.

7. Application to the Community Grant Fund:

Members were invited to consider the listed application(s). Members were also reminded that applications would need to be considered in conjunction with the current policy.

- Blaenau Gwent County Borough Council (Town Centre Development Officer.

The Town Clerk informed that the application form was accompanied by a letter providing details of the event.

Resolved that a financial donation of a maximum of £100.00 be made if required for the event.

8. Town Council Insurance:

Members were invited to consider the quotations received in respect of the Town Council insurance which requires renewal on 1st June 2023:

Insurance companies / brokers contacted for quotation:

- Aviva via broker James Hallam Ltd (current provider & broker) - £4,620.10
- Community Actions Suffolk – still awaiting quotation as at 17th May 2023 (to follow)
- Forum Insurance (broker) – no quotation received
- Zurich – unable to provide quotation
- Typeform – no quotation received

The Town Clerk informed that, to date, no quotation had been received from Community Actions Suffolk.

The Town Council also informed that, following communication with the Town Council's Internal Auditor, it was recommended that the Council's fidelity cover be increased from £100,000 to £201,000 which would provide insurance for the absolute maximum combined amount of all three bank accounts. Aviva (via James Hallam Ltd) had provided a quotation for this at an additional premium of £172.76 (inclusive of insurance premium tax) from 1st June 2023.

Questions / comments were invited:

In response to queries the Town Clerk informed that the Council's own Standing Orders and Financial Regulations stated that for any transactions/orders for under £5,000, the Council would strive to obtain three quotations or more. A total of 5 quotations were requested with each company/broker being made aware of the date the quotation was required by so that the information could be considered by Council. The requirement that the Council had adequate and appropriate insurance in place was the most important issue.

The Town Clerk informed that Zurich had stated that they would not provide a quotation due to Salem Chapel being an unoccupied Grade II listed building.

In response to a query, the Town Clerk informed that, to date, the Council had fidelity cover for an average sum of its bank accounts (not fixed assets) but that a recommendation had been made by the Town Council's Internal Auditor that the Council's fidelity cover be raised to cover the sum of the Council's maximum sum of all bank accounts, which would be £201,000 (rounded up). The Town Clerk informed that James Hallam Ltd had provided the requested information immediately and their general help and advice was first class.

Members considered all information and noted the increase in the premium payable and concluded that, as previously stated, adequate, appropriate and timely insurance was a necessity.

Resolved that the insurance quotation submitted by James Hallam Ltd (Aviva), including the increased fidelity cover to £201,000) at a premium of £4,792.86 be accepted from 1st June 2023.

Meeting declared closed at 17.20