

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

Mrs T Hughes Town Clerk/RFO

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Minutes of the Full Council Meeting held via a hybrid meeting at the Council Chamber, Blaina Institute, High Street, Blaina on Tuesday 26th September 2023 at 6.00pm.

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

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

In attendance: Mrs T Hughes, Town Clerk / RFO

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

Declaration of Interest

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

1. Apologies:

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

Resolved to note that apologies were received from Mrs N Horner (Assistant Officer).

Further Resolved to accept the apologies received.

2. Town Mayor's Communications:

The Town Mayor's communications for August and September 2023.

The Town Mayor informed that he had been ill during the summer months and unable to attend meetings and / or events.

Councillor D Hillman stated that it was good to see the Town Mayor return. The Town Mayor thanked the Deputy Mayor, Councillor M Williams for deputising.

Resolved to note the information received.

3. Questions from the Public:

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

Resolved to note that no questions were received.

4. Minutes of the Meeting of the Town Council held 25th July 2023 (pages 31 – 34)

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 34 (item 11) – in response to a query, the Town Clerk informed that application forms had been sent to a few prospective applicants but none had been returned to date.

Resolved that the minutes be approved.

5. Minutes of the Events Committee Meeting held 25th July 2023 (pages 35 - 38)

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

a) Matters arising, for information & clarification only:

Resolved that the minutes be approved.

6. Minutes of the Planning & Highways Committee Meeting held 12th September 2023 (pages 39 - 41)

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

a) Matters arising, for information & clarification only:

Resolved that the minutes be approved.

7. Minutes of the Finance & General Purposes Committee Meeting held 12th September 2023 (pages 42 – 47)

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 43 (items 3c & d) – in response to a query, the Town Clerk re-iterated that no response had been received to the applications form sent.

Resolved that the minutes be approved.

8. Correspondence:

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

a) Blaenau Gwent County Borough Council – (for information):

Statutory Notice re: Improve provision and build capacity for Additional Learning Needs.

The Town Clerk informed that the Town Council had previously supported the proposals.

Resolved to note the information received.

- a) One Voice Wales – (For information):
List of motions selected for presentation/debate at the AGM on 30th September 2023, together with and e-mail request from Tredegar Town Council.

Additional information with permission of the Chair:

E-mail informed that Conference had been cancelled due to low numbers and was investigating holding this online at a later date. Councillor Morvan (Council's representative to OVW) confirmed this.

Resolved to note the information received, **Further Resolved** to support the motion proposed by Tredegar Town Council via attendance at the proposed online conference.

- b) Spartan Audio – (for consideration):
E-mail informing of projector no. Optoma DS320 currently out of stock and probably going out of production. Model DX322 ordered as a substitute. Members considered the information and, if agreed, to ratify the purchase of the substitute projector and additional HDMI cable to connect the projector to laptop.

Resolved that the purchase be supported and approved.

- c) Audit Wales – (for consideration/information):
Consultation on Fee Scales 2024/25.

Members considered the information regarding fees contained in the consultation and noted that additional work in respect of queries etc could result in additional charges. The Town Clerk informed that the Town Council was currently subject to the full audit for 2022/23, although no information had been received from Audit Wales regarding this to date.

Resolved to note the information received.

Additional correspondence received with permission of the Chair:

- d) Post Office – (for information):
Press release informing of Garth & Julia Collier, Postmasters at Blaina Post Office to retire after nearly 42 years of service. The Post Office will open at reduced hours from 20th September 2023 – Monday to Friday 10am until 3pm for approximately 4-5 weeks.

In response to a query, the Town Clerk confirmed that a letter of thanks and good wishes had been sent to Mr & Mrs Collier from the Town Council.

Resolved to note the information received.

9. **Audit Action Plan:**

- a) Members are invited to consider the Audit Action Plan for year ending 31st March 2023, and if appropriate, approve the plan.

The Town Clerk / RFO informed that the issues contained in the report had already been brought to the attention of the Council as a result of the Internal Auditor's report.

The Town Clerk informed that the issue regarding fidelity cover had been confirmed by the Council's insurer as being in place and increased to the recommended level. The Risk Assessment was in the process of being revised to take into account the recommendations detailed. The Town Clerk also informed that the Council does have an Investment strategy which was reviewed annually but was inadvertently omitted from the minutes (January 2023). The Internal Auditor had been made aware of this.

The Town Clerk also informed that no opinion or communication had been received from Audit Wales in respect of the 2022/23 full audit. In response to a query, the Town Clerk informed that the requested documents had been hand delivered to Audit Wales offices in Cardiff as requested and that a signed receipt had been received.

Resolved that the Audit Action Plan for year ending 31st March 2023 be approved and **Further Resolved** to note the information received.

- b) Members were invited to consider the re-appointment of JDH Business Services Ltd as the Internal Auditor to the Council for 2023/24 following the Council's review of the Internal Auditor (year ending 31st March 2023).

In response to a query, the Town Clerk / RFO confirmed that she was happy with the service provided by JDH Business Services Ltd as the Internal Auditor to the Council stating that the service was perfectly appropriate, although in response to a query, the fee for the forthcoming year was unknown at the moment.

Resolved that JDH Business Services Ltd be re-appointed as the Internal Auditor to the Council.

10. **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.

- *None received to date.*

Resolved accordingly.

11. **Members Updates:**

Members were invited to inform and provide updates of any recent activities and / or concerns:

No updates were received.

Resolved accordingly.

12. **Confidential Information:**

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

Meeting declared closed at 6.40pm