

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

**Notes of the hybrid Full Council Meeting held at 6.00pm on Tuesday 24th September 2024
at the Council Chamber, Blaina Institute, High Street, Blaina.**

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

Present: Councillor G Morvan, Deputy Town Mayor, presiding
Councillors K Jones JP; D Hillman; L Emanuel & L Higgins

In attendance: Mrs T Hughes, Town Clerk / RFO

As the meeting was not quorate, a meeting took place for discussion and information only. Any possible lawful decisions taken to be **Ratified** at the next appropriate meeting. **Agreed** to note the information received.

Prior to the commencement of the meeting, the Chair informed of the fire procedures to be taken in the event of an emergency. **Agreed** to note the information received.

Prior to the commencement of the meeting, the Deputy Town Mayor presented Councillor L Higgins with the Town Council scarf. **Agreed** accordingly.

Prior to the commencement of the meeting the Town Clerk informed that no members of the public or press were in attendance. **Agreed** 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. **Agreed** 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.

Agreed to note that apologies were received from Councillors M Williams, J Bond, L Harris, C Hillman and Mrs N Horner, Assistant Officer. **Further Agreed** that the apologies be accepted.

2. Town Mayor's Communications:

The Town Mayor's communications for August & September 2024.

As the Town Mayor was not at the meeting an update would be provided at the next Meeting of the Full Council.

Agreed 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).

Agreed to note that no questions were received.

4. Minutes of the Meeting of the Town Council held 23rd July 2024 (pages 32 – 36)

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 8d) – Town Council representatives from the Joint Committee of Local Councils would further discuss this issue with Blaenau Gwent CBC at the Liaison meeting which would take place on 25th September 2024.

Agreed that the minutes be approved.

5. Minutes of the Events Committee Meeting held 23rd July 2024 (pages 37 -42)

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:

Agreed that the minutes be approved.

6. Minutes of the Planning & Highways Committee Meeting held 10th September 2024 (pages 43 – 49)

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 – It was agreed that a good & informative presentation was given by Andrew Parker (Blaenau Gwent CBC) & that the issue of CCTV in Nantyglo & Blaina would be further discussed at the Liaison Meeting with Blaenau Gwent CBC on 25th September 2024.

Page 47 (item 5a) – additional information in respect of the planning application had recently been received and would be itemised on the forthcoming Planning Committee Meeting agenda.

Page 49 (item 7) – it was noted that there was a motion to be considered by the Senedd on 26th September 2024, as to rescind the 20mph limit. A Member informed of the parking

issues on High Street, Blaina – particularly cars parking in the bus stops which caused issues for passengers and other drivers.

Agreed that the minutes be approved and **Further Agreed** to inform Blaenau Gwent CBC of the parking issues in High Street, Blaina (as detailed above).

7. Minutes of the Finance & General Purposes Committee Meeting held 10th September 2024 (pages 50 - 54)

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:

Agreed 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) One Voice Wales – (for information & consideration):

E-mail re: Training Dates, September to December 2024.

Any Member who wanted to attend any training was to contact the Town Clerk.

Agreed to note the information received.

b) Planning Department, Blaenau Gwent County Borough Council (for information & consideration):

Response received due to queries made in respect of a Planning Application.

Members opined that information in respect of precedents had not been seen in a Planning Application to date.

Members agreed that the issue in respect of the possible Public Right of Way needed to be referred to the Rights of Way Officers at Blaenau Gwent CBC.

Agreed to note the information received and **Further Agreed** to refer the issue/query of the possible public Right of Way to the Rights of Way Officer at Blaenau Gwent CBC.

9. Application to the Community Grant Fund:

None received to date.

Agreed accordingly.

10. Audit Wales:

Members were informed that the External Auditor's report and certificate in respect of the Annual Return for the year ending 31st March 2023 had been received. Members were invited to note, and if agreed, to approve and accept the Annual Return and Audit Opinion.

Members were also informed that the Annual Return and Audit Opinion had been displayed on the Town Council's website and notice board as required by legislation.

The Town Clerk / RFO explained that a full audit had been carried out and that Audit Wales' opinion was that all the Town Council's procedures etc was in accordance with all legislation and proper practices. Taking into account Audit Wales very recent annual report which stated that 66% of all Town / Community Councils in Wales received a 'qualified' audit opinion (failed the audit), the two minor recommendations stated on the Town Council's report was a very good opinion. The Town Clerk / RFO further informed that since this particular audit (for year ending March 2023), the one recommendation was implemented in 2023 (see item 11 below for more details) and the 'rounding issue' was as a result of rounding up or down (as applicable) numerous figures.

Agreed to approve and accept the Annual Return and Audit Opinion

11. **Audit Action Plan:**

Members were invited to consider the Audit Action Plan for year ending 31st March 2023 (External Audit) & 31st March 2024 (Internal Audit), and if appropriate, approve the plan.

The Town Clerk / RFO informed that the issue re: copying the Chair into the email (to the Council's payroll provider) in respect of any annual pay increase would be easily actioned at that time.

The Town Clerk / RFO informed that the issue in respect of rounding differences would be double checked and addressed prior to Council approving the annual return and annual governance statement each June.

The Town Clerk / RFO informed that the issue in respect of the manual cashbook had already been resolved following the Internal Auditor's recommendation in May 2023. The Town Council has used electronic spreadsheets as recommended for the accounts since April 202 and these electronic spreadsheets have been submitted to both Internal and External Audit since May 2024.

Agreed that the Audit Action Plan for years ending 31st March 2023 (External Audit) and 31st March 2024 (Internal Audit) be approved and **Further Agreed** to note the information received.

12. **Renewal of Contracts:**

In line with the Town Council's Financial Regulations, Members were invited to consider the information attached for the renewal of contracts in respect of the photocopier and photocopying service:

To be considered as an agenda item at the Finance & General Purposes Committee Meeting on 8th October 2024.

Agreed that the report re: Renewal of Contracts be considered at the Finance & general Purposes Committee Meeting on 8th October 2024.

13. Members Updates:

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

Cllr D Hillman:

It was requested that ID cards be issued to new Members and those Members who required an updated card.

Agreed that ID cards for members be issued as requested.

Cllr L Emanuel:

It was queried why there was no Town Council sign placed on Blaina Institute to inform of the Town Council's location.

The Town Clerk / RFO informed that a request had been made a number of times for this to be done, most recently in the summer and agreed to request again.

Agreed to request that the signs for the Town Council be replaced outside of Blaina Institute.

14. 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

Agreed to note the information received.

Meeting declared closed at 6.38pm