



15th June 2021

Dear Councillor.

You are hereby summoned to attend a **FULL COUNCIL MEETING OF BLAENAVON TOWN COUNCIL** to be held at **6:30 pm on WEDNESDAY 23rd JUNE 2021**.

The meeting will be held remotely in accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020

Any members of the public who also wish to attend on this basis, please contact the Clerk so that arrangements may be made for them.

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

Agenda

1. To receive any questions from the public.
2. To receive and accept apologies.
3. **Declarations of Interest:** Members are invited to declare any interests they may have in any items on the agenda.
4. To receive an update from Karen Mayo (**TCBC Community Safety Team**) and Sergeant Sowrey (**Gwent Police**) regarding recent ASB incidents within Blaenavon.
5. To receive presentations from Co-option Candidates for the role of Blaenavon Town Councillor.
6. To make a determination and ratify the appointment of a Co-opted Blaenavon Town Councillor.
7. **Mayor's Announcements:** To receive the mayor's announcements.
8. **Council Meeting:** To confirm the minutes of the Full Council meeting held on the 26th of May 2021.
9. **Chief Officer's Update:** To receive the Chief Officer's update.

10. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.
11. To receive an update from Rebecca Smith – Healthy Blaenavon Officer (**June 2021**)
12. To discuss and make a determination regarding the conclusion of the service level agreement with TCBC relating to the Healthy Blaenavon Project (**Concludes 21/7/21**)
13. To discuss and make a determination regarding the Participatory Budget Project.
14. To discuss potential Town Council projects for allocation into the Project Action Plan 2020/21. Relevant updates or new projects as notified.
 - **Cllr Harvey - Blaenavon Unity Benches Project.**
 - **Cllr Huybs – Scarecrow Project.**
 - **Cllr Huybs – Update – Litter Picking Project.**
15. To receive and discuss items relating to correspondence.
16. To receive, discuss and make a determination regarding planning applications.
 - **RMCA/21/P/0166/FUL**
 - **SPRI/21/P/0492/HH**
 - **AFOO/21/P/0493/HH**
 - **Land at Kays and Kears Industrial Estate - Pre-Application Consultation**
17. To receive, discuss and make a determination regarding donation requests.
 - **Torfaen Play Service.**
 - **Blaenavon RFC Minis & Juniors.**

Yours Faithfully.



Kevin Warren. MInstLM. FCMI.

Chief Officer.

Blaenavon Town Council.



**BLAENAVON TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON WEDNESDAY 23rd JUNE 2021 AT 6.30 PM.**

The meeting was held remotely in accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

In attendance:

Councillor L. Cowles (In the Chair)

Councillors in attendance: A. Jones, J. Huybs, N.Horler, E. Harvey, M. Harris, G.Davies.

Officers: Mr K. Warren (Chief Officer), Rebecca Smith (Healthy Blaenavon Officer)

Visitors: Sgt Sowrey (Gwent Police) Karen Mayo (TCBC – Community Safety)

The meeting of the full council was opened at 6:30pm by the Mayor Councillor Liam Cowles who welcomed everyone and expressed thanks for attendance.

1. To receive any questions from the public.

None received.

2. Apologies:

- Cllr G. McCann
- Cllr J. Skyrme
- Cllr Evans
- Cllr Bright

Cllr Harvey proposed that the reasons for apologies be accepted, this was seconded by Cllr Harris

Resolved: Reasons for apologies accepted.

3. Declarations of interest.

None declared.

4. To receive an update from Karen Mayo (TCBC Community Safety Team) and Sergeant Sowrey (Gwent Police) regarding recent ASB incidents within Blaenavon.

Sgt Sowrey introduced herself as the Neighbourhood Policing Team Sergeant for Torfaen and alluded to a meeting with Blaenavon Town Council, Gwent Police and Community Safety in April 2021 concerning increased levels of antisocial behaviour (ASB) within Blaenavon.

Sgt Sowrey provided members with an overview of the work that has been conducted since the April meeting this included the following.

- 25 ASB referrals have been completed relating to individuals within Blaenavon, these have included a combination of letters and home visits as part of the ongoing intervention strategy.
- A patrol plan is in place comprising of daily patrols within Blaenavon.
- Youth intervention work has also taken place with individuals and other partners a recent example was an initiative called Disc Golf whereby 19 youths attended.
- Multi agency meetings have also taken place an example of which are meetings with registered social landlords to identify hotspots and implement solutions.
- Engagement with the Youth Service has also been ongoing, and this has been supported by the Hwb with a view to increasing diversionary activities during the next few weeks and months.
- In terms of reported statistics, in May 2021 there were 26 reported incidents of ASB and in June 2021 there were 30 incidents.
- A joint surgery has been arranged and will be piloted on the 1st of July 2021 involving Gwent Police, Community Safety and this will take the form of a one stop shop at the Blaenavon Resource Centre.
- Engagement has also taken place within the local schools whereby the schools liaison officer has spoken to the children during assemblies and letters have been sent home to parents.
- Visits have also taken place at local off licences and the information from these visits have been passed on the local authority licensing team.

Karen Mayo reiterated the comments made by Sgt Sowrey and reinforced the point that letters have been sent to parents regarding certain individuals concerning their behaviour in and around the Town.

It was confirmed that the CCTV cameras are now working within the Town, and these have been used recently by the police to deal with incidents.

Community Safety Team have also been working in partnership with the Giles Trust who support individuals with ex- offenders who have been through the justice system with a view to deterring poor behaviour. This is a positive approach and is currently on going.

Overall, the level of partnership intervention in Blaenavon is quite high and is currently working quite well.

The Mayor thanked Sgt Sowrey and Karen Mayo for their inputs and asked members if there were any questions. A series of questions were presented by members which covered the following points:

- ASB at the flower park and reports of a male person in possession of a knife.
- Clarification regarding the Disc Golf initiative and the terms of its use.
- Clarification of the partnership surgery / one stop shop and the terms of its use.
- Clarification regarding the drug / alcohol sessions and the locations within Blaenavon.
- Clarification regarding the Community project and the terms of its use.
- What social media platforms are being used to advertise the forthcoming engagement?
- What is the status of the police patrols to deal with the antisocial drinking within the Town area?
- Recent litter issue in the woods adjacent to Llanover Road.

Both Sgt Sowrey and Karen Mayo provided the required information covering the points raised by members.

Members were happy with the explanations provided.

The Mayor thanked both Sgt Sowrey and Karen Mayo for attending the Council meeting and updating members.

Resolved: Members noted the information provided.

5. To receive presentations from Co-option Candidates for the role of Blaenavon Town Councillor.

The Mayor explained to members that the Chief Officer had sent out the details of the one co-option candidate and as a result there was no requirement for presentations and the meeting can proceed to item 6. Members were asked if they were happy with this proposal?

This was proposed by Cllr Davies and seconded by Cllr Harris.

Resolved: Members were happy to move to item 6 within the agenda.

6. To make a determination and ratify the appointment of a Co-opted Blaenavon Town Councillor.

The Mayor explained to members that Georgina James was the only applicant for the co-opted position and she was present within the meeting. A request was made for a proposer and seconder to ratify the appointment.

It was proposed by Cllr Jones and seconded by Cllr Horler to ratify the appointment of Georgina James as a Town Councillor.

All members were in agreement. The Mayor welcomed Georgina to the Town Council. Cllr James thanked members for ratifying her co-option.

Resolved: Georgina James appointed as a Blaenavon Town Councillor.

7. Mayor's Announcements

- On the 2nd of June 2021 visited the Torfaen Museum in Pontypool together with Cllr Jones and Huw Jakeway the Chief Fire Officer regarding a fire engine that was once used in Blaenavon in the 1880's
- On the 10th of June 2021 attended a teams meeting with Mr Lyndon Puddy (TCBC) Cllr Jones and the Chief Officer regarding the current position involving the participatory budget SLA.
- On the 18th of June 2021 met with Nick Horler and filmed a short welcome video that will be shown at the start of the virtual World Heritage Day.
- On the 21st of June 2021 attended the Royal British Legion flag raising ceremony at the cenotaph with Cllr Jones and Rebecca Smith in commemoration of Armed Forces Day.
- During the month attended weekly briefing meetings with the Chief Officer in his capacity as Mayor.

Resolved: Members noted the update.

8. To confirm the minutes of the Full Council meeting held on 26th May 2021.

The Chief Officer forwarded the minutes to members for their perusal prior to the meeting.

The confirmation of the minutes were proposed by Cllr Horler and seconded by Cllr Harvey.

Resolved: Minutes accepted as a true record.

9. Chief Officer's Update.

Mr Warren provided the following update for members:

- **Item 9** within the minutes. The annual return for 2020/21 has been sent by recorded delivery to Audit Wales on the 28/5/21.
- **Item 15** within the minutes. Cllr allowances paid by BACS on the 1/6/21.
- **Item 16** within the minutes. Special responsibility allowance to Cllr Huybs was paid via BACS on the 1/6/21.
- **Item 20** within the minutes regarding donation requests. The payment of £250 to Forgeside AFC has been processed and a note thanking the Town Council for the generous donation to support the purchase of kit and equipment for 2021 has been received.
- The payment of £250 to the Blaenavon Branch of the Royal British Legion for the purchase of a hedge trimmer and garden equipment has been processed. This was shared on our FB page by Cllr Huybs.
- The Assistant Chief Officer vacancy was published within the Town Council's social media platforms on the 4/6/21 and also more widely within the TCBC and OVW vacancy sites. The closing date for applications is the 25/6/21 and to date 3 applications have been received. The Chief Officer explained that he would update members next week in relation to all applications received and next steps.
- The Chief Officer explained that this afternoon he held a conference call with the VocalEyes management team to discuss the invoice payment of £6k that is still outstanding and due to be paid by the 30th of June 2021. The Chief Officer explained fully to the VocalEyes team the current situation that the Council finds itself in, and as a result they have agreed to extend the invoice payment date to the 31st of July 2021.
- An update in relation to the hanging baskets was provided to members, these had been collected the week before last, two have been installed outside the Council Offices and having spoken with Chris Langford recently, all the baskets will be erected across the Town by the 23rd of June 2021. There are 40 baskets in total.
- On the 10th of June 2021 together with the Mayor and Cllr Jones a teams meeting was held with Lyndon Puddy from TCBC regarding the participatory budget project. Mr Puddy was advised regarding the Council's current position as per the determinations made in the May 2021 Full Council meeting. The Council will await the revised version of the SLA for further scrutiny.

The Mayor thanked the Chief officer for his monthly update.

Resolved: Members noted the updates.

10. To receive Councillor updates regarding recent attendance at outside bodies committee meetings.

No updates received.

Resolved: Members noted the update.

11. To receive an update from Rebecca Smith – Healthy Blaenavon Officer.

Rebecca sent members her report prior to the meeting.

Rebecca provided members with a verbal update in relation to the work completed during the month. This covered the following.

Funded projects

Street Games Family Engagement funding.

We have received the £12,500 funding for 2021, from now until March 2022 we will concentrate heavily on delivering sessions in town. There has also been an additional 4th year of funding offered, though the amount has not yet been confirmed.

Family club is running until the summer holidays, with sessions such as dodgeball, rugby, and basketball from visiting coaches.

The fit bit project is underway with four families taking part and reporting to the Healthy Blaenavon Officer each week. They receive points for an increase in steps, a chat with an officer and a family walk each week. The families can then cash in the points for prizes, which include sports equipment and equipment for making healthy meals. The budget for prizes approved by Street Games is £250 per family.

The Healthy Blaenavon Officer is currently looking for a venue and yoga teacher to create Mum and baby sessions. These sessions will be fully funded by Street Games and referrals will come from the Health Visitors and GP

A sports locker is being put together and will be stored at the Hwb, as agreed by our Street Games project manager. Items will be purchased by the Healthy Blaenavon Officer and families will be able to borrow items from them over the summer, as well as the young people being able to use whatever is not out on loan.

Create

The “Recipes on a Budget” book is complete and is now at the printers. We will be launching the book when it arrives and sharing the PDF via the website and Facebook, with the potential to create an app in the future.

Project spend to date is £3,464.52. The remainder of the budget will be spent on family online cook along sessions, as approved by Create beginning on 2nd of July 2021 and running for 6 weeks at a cost of £120 per session.

Comic relief.

The coach for the Lion King trip next July 2022 has been booked and paid for from the Comic Relief funding as agreed by the funders at the cost of £260. Recrock have designed a programme of workshops for young people which will run during the summer holidays.

The programme is for over 12's and will operate under social distancing guidelines with small groups, masks and as much of the project taking place outside as possible. There will be 8 days over the holidays and the participants will learn to write and record an original song, create a music video, create album artwork, and explore other aspects of music and general wellbeing. Venue to be confirmed.

The remaining project budget stands at £6,160 and this will be used to design, run, and market these sessions, with Recrock invoicing us monthly. The change of project is agreed by the Comic Relief funders and is in line with the original application.

Other projects

Little voices

The project now works on wellbeing with 16 pupils from years 5 and 6 at BHVC. During June 2021 we have been examined how worry affects our physical health and practicing brain dumps as well as our gratitude journaling.

New projects

The Valleys Regional Park Green prescribing project has been put on hold until community consultation has taken place with the surrounding areas. Ground works guardians began clearing the area ready to invite the public on to consult.

However, the houses surrounding the area have concerns around creating a growing area at that location. A method statement has been produced by the ecologist at Valleys Regional Park in preparation for any work that takes place.

Partnership working.

The families are sharing their growing journey via our closed Facebook group, those pictures that have permission will be shared through our main Facebook pages over the next few months.

The Healthy Blaenavon Officer met with Hannah Lewis from the Hwb on 16th June 2021 to discuss summer provisions, sports locker, and the launch of the Recipe book.

Attended a quarterly meeting on May 25th 2021 with Adult social services to link residents in their care to our Healthy Blaenavon Projects.

National Museum Wales have offered us “Museum at Home” kits, as they did last summer. This year a request has been made for 75 kits and these will be distributed amongst families that work with Healthy Blaenavon and more widely through social media and the Health Visitors.

Connections

One household requested an Eastern Valley foodbank box via the Torfaen Track Trace and Protect team.

Future Planning

Create and Comic Relief project deadlines are in August 2021 and the summer will be busy with workshops, creating the sports locker and delivering Museum at home kits. Future funding will be considered in September 2021 after community consultation.

It is expected that as restrictions lift, we will return to previous projects such as intergenerational and trips out of town.

New quotes have now been received from LAG Designs regarding the wellbeing walks, and to print on recycled paper is an extra £60 and this was for members to make that determination.

Rebecca invited members to ask any relevant questions.

A series of questions were received from members covering the following points:

- Is there a crossover between the work that Rebecca is doing and the individuals that have been referred as a result of antisocial behaviour?
- What format is the residents consultation regarding the Valley’s Regional Park Initiative ?

- What is the launch date for the recipe book?
- Clarification regarding the date for the Lion King show.
- Clarification regarding the spend to date involving the Create Project and plans for future spending.

Rebecca provided members with the required information covering the points raised. The Mayor thanked Rebecca for her monthly update.

Rebecca asked members to make a determination regarding the wellbeing map.

A discussion took place amongst members regarding the use of recycled paper. It was proposed by Cllr Harvey and seconded by Cllr Harris to support the use of recycled paper for the wellbeing map.

All members were in agreement.

Resolved: Recycled paper to be used for the Wellbeing Map.

12. To discuss and make a determination regarding the conclusion of the service level agreement with TCBC relating to the Healthy Blaenavon Project (Concludes 21/7/21)

The Mayor requested that the Chief Officer provide to members a brief overview regarding the conclusion of the SLA.

The Chief Officer explained the timeline of the SLA from its inception in July 2019 to its conclusion in July 2021. A summary of the partnership work involved in the project was alluded to and what the partnership approach will look like moving forward.

It was reiterated that the partnership work with the Integrated Wellbeing Network (IWN) will remain in place together with other partners, but Rebecca is employed by the Town Council and Rebecca is not to be tasked or managed by the IWN or any other partner.

The Chief Officer explained that he will be having meetings with the IWN in the next few weeks to discuss the next steps. A revised job description is also being prepared for Rebecca and this will be forwarded to members for scrutiny when completed.

In conclusion a lot has been learnt during the lifetime of the SLA and moving forward this can only go from strength to strength.

The Mayor concurred with the update from the Chief Officer regarding the nature of the role moving forward.

Cllr Davies raised a question in terms of Rebecca being an employee of the Town Council and given the success of the project, what are the benefits of proceeding without the input from other places?

The Chief Officer explained that this has already been answered and was made clear that we will continue to work with all partners.

What is important is that the SLA is concluding and the issue that needs to be considered and understood is that Rebecca or whoever is in the role is not allowed to be tasked by partners. This has to be on the Town Council's terms, as we are no longer part of the SLA.

Cllr Davies clarified what discussions had taken place with the project lead. The Chief Officer clarified if Cllr Davies was referring to himself? Cllr Davies confirmed this.

The Chief Officer explained that he would discuss anything that Cllr Davies wanted to discuss but reiterated that the SLA was concluding on the 21st of July 2021.

Resolved: Members noted the update.

13. To discuss and make a determination regarding the Participatory Budget Project.

The Mayor alluded to the meeting that took place with Mr Lyndon Puddy on the 10th of June 2021 and requested if the Chief Officer can give an overview regarding this.

The Chief Officer explained that he had received an email from Mr Puddy dated the 21st of June 2021 and this had been forwarded to members for their perusal and confirmed with members that they had read the information provided.

The Chief Officer explained that the amended SLA has been with TCBC for nearly a month and at present we are waiting for a response in order to move forward.

The Mayor confirmed that until a response is received back from TCBC and other partners relating to the proposed SLA, then the Council are unable to make a decision.

The Mayor confirmed that the determination needed was to await a response from TCBC regarding the recommendations of the working group and this was the proposition, this was seconded by Cllr Jones.

All members were in agreement.

Resolved: Members will await a response from TCBC regarding the recommendations of the working group.

14. To discuss potential Town Council projects for allocation into the Project Action Plan 2020/21. Relevant updates or new projects as notified.

- **Cllr Harvey - Blaenavon Unity Benches Project.**
- **Cllr Huybs – Scarecrow Project.**
- **Cllr Huybs – Update – Litter Picking Project.**

Blaenavon Unity Benches Project.

Cllr Harvey provided a brief overview regarding the project to date and confirmed that the time capsule had been made by G.O.S Engineering and was collected by Cllr Jones.

The capsule was made by Mr Leighton Davies and because of the high standard of the workmanship it would be a shame to bury it and therefore should be displayed in the Council Chamber.

Contact has been made with numerous organisations in terms of placing memorabilia inside the capsule and if members had any ideas on this then to forward these to Cllr Harvey.

An update was provided to members regarding the current position in relation to the benches and the locations for siting the benches will be Garn Lakes, Forgeside Green and the Remembrance Garden.

Ogilvie Engineering are in the process of compiling a quote for the benches once the design has been finalised and the delivery date is between 12 -14 weeks. A brief discussion took place regarding the consent from TCBC to site the benches and this was in progress.

Resolved: Members noted the update.

Scarecrow Project.

Cllr Huybs provided members with an overview regarding the proposal for this year's Scarecrow Project. It will be based on the same format as last year with assistance from Mr Matt James and via Facebook.

There will be an u16 competition this year and proceeds from the competition to be sent to the Arthur Jenkins Care Home. The total cost for the project will be £300.

It was proposed by Cllr Harvey and seconded by Cllr Jones that the project be supported.

All members were in agreement.

Resolved: Project authorised.

Update – Litter Picking Project.

Cllr Huybs provided members with an update in relation to the litter picking project. Contact has been made with the Heritage School regarding a poster competition to support the project.

A further project request will be presented to members with a suggestion regarding gift vouchers / prize money for the winning poster.

Cllr Jones requested the timescale regarding the commencement of the project. Cllr Huybs explained that this will be imminent once the poster and Facebook arrangements have been finalised.

Resolved: Members noted the update.

15. To receive and discuss items relating to correspondence.

The Chief Officer updated members that all correspondence had been sent to members and there was nothing for discussion at this meeting.

Resolved: Members noted the update.

16. To receive, discuss and make a determination regarding planning applications.

The Chief Officer had distributed applications received in June 2021 to members for their scrutiny prior to the meeting. There were 5 applications in total. These were presented by the Chief Officer to members in the following order.

- **DEVELOPMENT PROPOSED: Two canopies to the front.**

LOCATION: 79 And 80 Broad Street, Blaenavon, Pontypool

RMCA/21/P/0166/FUL

The Chief Officer reminded members that an update from the planning officer Rebecca McAndrew (TCBC) had been sent to members as per their previous determination and this contained the revised drawings. Consent has now been granted.

- **DEVELOPMENT PROPOSED: Proposed replacement garage.**

LOCATION: 105 Elgam Avenue, Blaenavon, Pontypool

SPRI/21/P/0492/HH

- **DEVELOPMENT PROPOSED: Proposed two storey extension and first floor extension.**

LOCATION: Ty Farm Cottage, Llanover Road, Blaenavon

AFOO/21/P/0493/HH

- **DEVELOPMENT PROPOSED: Fell 1 Ash - T1. Crown raise Sycamore to 3m - T2. All located on left hand side of rear garden.**

LOCATION: 18 Upper Woodland Street, Blaenavon, Pontypool

SPRI/21/P/0535/TPO

- **Proposed development at: Land at Kays and Kears Industrial Estate, Blaenavon, NP4 9AZ. Pre Application**

P & P Building & Roofing Contractors Ltd is intending to apply for planning permission for:

Proposed development of industrial units for use as light industrial and office space, access, landscaping, car parking, sustainable drainage, and associated works.

The Chief officer explained that he had sent members all of the online links for the application prior to the meeting.

Cllr Jones declared an interest in the application.

Cllr Huybs raised a question in relation to land ownership and did P&P builders own the land for the proposed application? The reason was based on is there a right of way across the land.

Cllr Jones stated that he would contact TCBC and request the information regarding a right of way across the land.

It was proposed by Cllr Harvey and seconded by Cllr Horler that there were no objections to the planning applications discussed.

All members were in agreement.

Resolved: No objections from members.

17. To receive, discuss and make a determination regarding donation requests.

The following donation requests were received since the last Full Council Meeting in May 2021. The Chief Officer forwarded the donation request to members for their perusal prior to the meeting.

Blaenavon RFC Minis & Juniors.

Requested financial support for a skip to clear out a storage facility.

The Chief Officer explained to members that he had emailed the applicant Mr Wayne Redman regarding the submission of evidence relating to a bank statement, and fully explained the grant procedures but this has not been forthcoming.

The Chief Officer clarified that members were unable to make a determination without this information.

It was proposed by Cllr Harvey and seconded by Cllr Davies that the grant was unable to be authorised without evidence of financial need.

All members in agreement.

Resolved: Donation request not approved.

Torfaen Play Service.

The Chief Officer explained to members that the request has been withdrawn as other funding has now been secured.

It was proposed by Cllr Harvey and seconded by Cllr Jones that the withdrawal of the request be noted by members.

All members in agreement.

Resolved: Members noted the update.

Other Matters.

The Mayor explained to members that he had received a request from the Chief Officer for authorisation to make a determination and had authorised the request. The Chief Officer was asked to explain the request to members.

The Chief Officer invited members to make a determination regarding the makeup of the selection panel for the role of Assistant Chief Officer for potential interviews taking place during the 2nd week of July 2021.

A discussion took place amongst members, and it was agreed that the panel consist of the following individuals.

- Cllr Cowles
- Cllr Huybs
- Kevin Warren
- Rebecca Smith

This was proposed by Cllr Harvey and seconded by Cllr Jones.

All members were in agreement.

Resolved: Panel members will be, Cllrs Cowles, Huybs, Rebecca Smith and Kevin Warren.

Cllr Harvey requested authorisation from the Mayor to make a request, this was granted.

Cllr Harvey explained that Dr Tessa Lewis was retiring from the Blaenavon Medical practice on the 25th June 2021 and would it be in order to send some flowers to her on behalf of the Council.

A discussion took place amongst members, and it was proposed by Cllr Cowles and seconded by Cllr Jones to send flowers on behalf of the Council.

All members were in agreement.

Resolved: Chief Officer to arrange delivery of flowers to Dr Lewis.

At 7:46pm the meeting ended.

Chairman Signed:

Date: 29/7/21.