



**15th May 2023**

Dear Councillor.

Pursuant to the requirements of **Section 47 of the Local Government and Elections (Wales) Act 2021**, you are hereby summoned to attend a meeting of the Full Council which will be held on a hybrid basis in the Council Chamber at **101, High Street, Blaenavon** and remotely on **Wednesday the 24th of May 2023 commencing at 6:30pm** for the purpose of transacting the business shown in the agenda set below.

Should you wish to attend the meeting remotely, you should contact the Chief Officer to the Council to request a remote invitation.

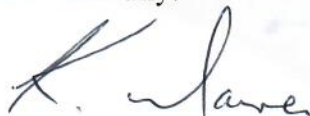
Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least three working days' notice in writing of the question has been provided to the Chief Officer.

### **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 a presentation and update from Mr Kevin Weaver (**Community Engagement & Participation Officer – TCBC**)
5. **Mayor's Announcements:** To receive the Mayor's announcements.
6. **Council Meeting:** To confirm the minutes of the Full Council meeting held on the 26th of April 2023.
7. **Chief Officer's Update:** To receive the Chief Officer's update.
8. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.
9. To receive an update from Sophie Johnson - Community Development and Wellbeing Officer (**May 2023**)
10. To receive and approve the Town Council's Annual Return 2022/23

11. To discuss and make any relevant determinations regarding the Participatory Budget in Gwent findings report.
12. To receive a TCBC update from Councillor Liam Cowles (**Ward Member for Blaenavon**)
13. To discuss and make any relevant determinations regarding World Heritage Day 2023.
14. To discuss and make any relevant determinations concerning a Summer Community Event 2023.
15. To discuss and make any relevant determinations regarding a suitable date and location for the next Town Council litter pick.
16. To receive, discuss and make any relevant determinations regarding a consultation letter relating to Road Traffic Orders from Torfaen County Borough Council.
17. To receive, discuss and make any relevant determinations regarding the Welsh Government Survey on Twinning.
18. To discuss and make any relevant determinations regarding the Town Council's Civic Awards 2023.
19. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2023/24. Relevant updates or new projects as notified.
20. To receive, discuss and make a determination regarding planning applications.
  - **SCUL/23/P/0213/HH**
21. To receive, discuss and make a determination regarding donation requests.
  - Leanne Jones – Blaenavon Heritage School.
22. To receive, discuss and make any relevant determinations concerning items relating to correspondence.
  - E-mail received from Leighton Williams – Forgeside Rugby Club
23. Other Matters (**At the discretion of the Chairman**)

Yours Faithfully,



Kevin Warren  
Chief Officer.  
Blaenavon Town Council.



Summary (Notes) of the Full Council meeting of Blaenavon Town Council held on **Wednesday the 24<sup>th</sup> of May 2023 at 6:30 pm** on a hybrid basis in the council chamber at **101 High Street Blaenavon** and remotely in accordance with the **Local Government and Elections (Wales) Act 2021**

The full minutes of the meeting are subject to confirmation at the Full Council meeting to be held on **Wednesday the 28<sup>th</sup> of June 2023**.

**In attendance:**

**Councillors:** Cllr. N. Matthews (In the Chair) A. Beavan, S. Keen, A. Jones, M. Wheeler, M. Harris.

**Officers:** Kevin Warren (Chief Officer), Sophie Johnson (Community Wellbeing Development Officer) Kerry Jones (Assistant Chief Officer).

**Visitors:** Kevin Weaver (Community Engagement and Participation Officer, TCBC), Lorraine Morgan, and Claire Danaher. (Vice Chair and Clerk to Ponthir Town Council),

**Members of public:** None present.

The Full Council meeting was opened at 6:30pm by Mayor Cllr Nathan Matthews who welcomed everyone and expressed thanks for attendance.

**1. To receive any questions from the public.**

None received.

**2. To receive and accept apologies.**

The Chief Officer informed the chairperson that the following apologies had been received.

- Cllr T. Porter - Work commitment.
- Cllr G. James - Maternity leave.
- Cllr L. Evans - Unwell.
- Cllr I. Parfitt - Unwell.
- Cllr L. Cowles - Conference.
- Cllr J. Hunt - Conference.

It was proposed by Cllr Wheeler and seconded by Cllr Keen that the apologies be accepted.

All members in agreement.

**Resolved:** Apologies accepted.

### **3. Declarations of Interest**

None declared.

#### **4. To receive a presentation and update from Mr Kevin Weaver (Community Engagement & Participation Officer – TCBC).**

Mr Weaver thanked members and officers for the help and support that has been offered and stated that he was impressed with the work the Town Council are doing within the community and is looking forward to working with and supporting the Town Council.

Mr Weaver provided an overview relating to his role and explained that he is part of a team of TCBC officers and that he is one of three community officers and would like to use the Town Council office as a base for three days per week.

This will give him easy access to the community of Blaenavon and indicated that he would like to bring opportunities and services to the north of the borough.

Mr Weaver can make referrals for free training courses, provide access, and pay for online driving theory tests, help with CV writing and assisting generally in returning people to work.

Training courses will be available to people aged sixteen years and over and are in employment; if out of work they must have been inactive for longer than twelve months to meet the criteria. Further opportunities will include wellbeing activities, supported voluntary activities and work experience placements.

Sophie, CWD Officer has referred a local employee to Mr Weaver who was interested in a training course. Mr Weaver confirmed that the relevant paperwork had been completed.

Mr Weaver also explained that he had met with Cllr Harris to discuss the setting up a 'Pub Watch' scheme in Blaenavon and has contacted TCBC regarding this. He will keep members updated on any progress.

Mr Weaver is awaiting confirmation that The Settlement in Pontypool will be used as a test station for SCS training, which is currently located in Newport. In the near future it is hoped that a facility can be sourced within Blaenavon.

Mr Weaver has also held discussions with the job centre in Pontypool in order to facilitate one-to-one meetings in Blaenavon and outlined that has access to a minibus should it be required by the Town Council.

Members welcomed Mr Weaver and offered to support his role within Blaenavon.

The Chief Officer explained to members that he has had discussions with Mr Weaver's manager regarding the sharing of office space within the Town Council building. An offer of £30.00 per day had been made. It was suggested that this income could be allocated to future projects.

A discussion took place amongst members.

Cllr Jones proposed to accept the payment of £30.00 per day. This was seconded by Cllr Harris.

All members in agreement.

**Resolved:** Members agreed a £30.00 per day fee for office space to be allocated to future projects.

**6. Council Meeting: To confirm the minutes of the Full Council meeting held on the 26th of April 2023.**

The minutes were read for accuracy with no amendments.

It was proposed by Cllr Beavan and seconded by Cllr Wheeler that the minutes be accepted.

All members in agreement.

**Resolved:** Minutes approved as a true and accurate record.

**10. To receive and approve the Town Council's Annual Return 2022/23**

The annual return document for 2022/23 had been forwarded to members for their perusal ahead of the meeting.

Members discussed questions 1 – 9 of the annual governance statement within the annual return and members confirmed 'yes' to all questions. The remainder of the document was reviewed by members who were happy with the content.

The annual return 2022 /23 was signed by the mayor on behalf of the Council.

It was proposed by Cllr Matthews and seconded by Cllr Jones that the annual return for 2022/23 be approved.

All members in agreement.

**Resolved:** Annual return for 2022/23 approved for submission to Audit Wales.

**13. To discuss and make any relevant determinations regarding World Heritage Day 2023.**

A discussion took place amongst members regarding the lack of plans by the World Heritage Group to hold a World Heritage Day event for 2023. Concerns were raised relating to remaining funds and the repercussion of not having an event for the town.

It was clarified that the Town Council were only informed of the decision that the event would not be taking place on the 5<sup>th</sup> of May 2023.

Cllr Matthews proposed to invite Ashleigh Taylor to a future Town Council meeting to discuss the position of the World Heritage Day Group and their financial position. This was seconded by Cllr Jones.

All members in agreement.

**Resolved:** Chief Officer to invite Ashleigh Taylor to Full Council meeting.

Members were also informed that Mr Tyrone Trace from the World Heritage Centre had contacted Sophie to enquire if the Town Council would support a Heritage Day craft fair event being held at the Heritage Centre on the 24<sup>th</sup> of June 2023 and potentially fund a band to play on the day.

A discussion to place amongst members and were mindful that the Heritage Centre is a business that they could pay for entertainment themselves and will potentially resulting in them making a profit on the day.

A further discussion took place and Cllr Jones proposed that a breakdown of expenses for the day be obtained and to meet with Mr Trace to discuss. This was seconded by Cllr Beavan.

All members in agreement.

**Resolved:** Chief Officer to request breakdown of expenditure for the World Heritage Craft Fair and meet Tyrone Trace to discuss further.

#### **14. To discuss and make any relevant determinations concerning a summer community event 2023.**

Cllr Beavan explained to members that due to the fact that there will be no World Heritage Day event this year, then consideration could be given to the possibility of a Town Council summer event being organised for the community.

A discussion took place amongst members which raised the possibility that Broad Street carpark could be used to hold a 'Country & Western' themed day which could include food, music, children's entertainment, and bar.

A provisional date of the 12<sup>th</sup> of August 2023 was suggested.

Cllr Harris explained to members that due to the success of the Town Council and Forgeside RFC Community Coronation event, this could be duplicated and grow year on year to create an annual event within the town.

Local businesses could be contacted to get involved and make it a town focused day which could increase footfall and enhance trade within the town.

Cllr Beavan proposed that a working group for the event be established and encouraged Cllrs to get involved. This was seconded by Cllr Harris.

All members in agreement.

Cllrs Beavan, Harris, Matthews, and Keen offered to be part of the working group. This was agreed by members.

The group agreed to make preliminary enquiries and report back to members. A meeting date for the working group is to be confirmed.

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

All members in agreement.

**Resolved:** Event working group established.

**15. To discuss and make any relevant determinations regarding a suitable date and location for the next Town Council litter pick.**

Cllr Beavan presented to members a series of options for the next Town Council litter pick.

A discussion took place amongst members with agreement that the next litter picking event will take place at the Gilchrist Thomas Industrial Estate, Blaenavon on Sunday the 4<sup>th</sup> of June 2023 meeting at the ironwork's carpark at 10am.

This was proposed by Cllr Beavan and seconded by Cllr S. Keen.

All members in agreement.

**Resolved:** Litter pick to take place on the 4<sup>th</sup> of June 2023 at Gilchrist Thomas Industrial Estate

**16. To receive, discuss and make any relevant determinations regarding a consultation letter relating to Road Traffic Orders from Torfaen County Borough Council.**

A discussion took place amongst members who considered the letter received from TCBC, indicating that a section of double yellow lines is to be removed from Broad Street, Blaenavon.

The Chief Officer confirmed for members that TCBC Highways Department had carried out a review across the borough and proposed that this section of parking restriction is no longer

needed. He informed members that any objections needed to be sent to TCBC by the 7<sup>th</sup> of June 2023.

Members further discussed the proposal. It was agreed that there will be no submission from Blaenavon Town Council in relation to the consultation.

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

All members in agreement.

**Resolved:** No submission relating to Road Traffic Orders from Torfaen County Borough Council to be submitted from Blaenavon Town Council.

**17. To receive, discuss and make any relevant determinations regarding the Welsh Government Survey on Twinning.**

The Chief Officer had forwarded members the Welsh Government's survey on twinning ahead of the meeting. A discussion took place by members in relation to the survey.

It was proposed by Cllr Matthews and seconded by Cllr Beavan that the survey be completed by the Chief Officer and submitted on behalf of Blaenavon Town Council.

All members in agreement.

**Resolved:** Chief Officer to complete and submit the Welsh Government survey on Twinning.

**18. To discuss and make any relevant determinations regarding the Town Council's Civic Awards 2023.**

A discussion took place amongst members in relation to holding a civic award event for 2023. It was agreed that this would be a positive event and good to recognise the residents and community of Blaenavon.

Cllr Jones proposed that the Town Council proceed with the Civic Awards for 2023. This was seconded by Cllr Keen.

All members in agreement.

**Resolved:** Civic Awards 2023 to be organised.

**19. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2023/24. Relevant updates or new projects as notified.**

None received.



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

The Chief Officer had forwarded the planning application to members ahead of the meeting and it presented as follows.

- **DEVELOPMENT PROPOSED:** Two storey extension and garage.
- **LOCATION:** 23 Upper Hill Street, Blaenavon, Torfaen

Proposed by Cllr Jones and seconded by Cllr Harris.

All members in agreement.

**Resolved.** No objections from members.

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

The Chief Officer had forwarded to members one donation request ahead of the meeting namely.

- Blaenavon Heritage School – Leanne Jones

The Chief Officer provided an overview of the funding application received and explained that he was contacted by Leanne Jones via email with regard to funding for a school trip.

A funding application had been completed and sent to members for their consideration.

The trip would consist of a visit to Pontypool and Blaenavon Heritage Railway on the 9<sup>th</sup> of June 2023 costing £1k plus VAT for the train journey and £200 for transport.

The Chief Officer contacted Leanne Jones and requested the following information to assist members:

- How much of the trip is being funded from within the school budget?
- Have they approached any other organisations for funding?
- Have they considered fundraising activities for example using the PTA?

Members discussed at length the high cost of the trip, lack of efforts from the school to raise funds and value for money principles.

In an update during the April 2023 full council meeting members were informed that the school budget had a surplus of £6.1k.

Members further discussed options for a donation.

Cllr Harris proposed to make a £200 donation to pay for transport, providing that the trip will go ahead without the full funding from Blaenavon Town Council. This was seconded by Cllr Beavan.

Cllr Matthews opposed the donation request.

All other members in agreement.

**Resolved.** Chief Officer to contact Leanne Jones and confirm that if a £200 donation is made by the Town Council the trip will proceed.

**23. Other Matters (At the discretion of the Chairman)**

The Chief Officer requested permission from the Chairman to present a matter before members which he explained was time sensitive. This was authorised by the Chairman.

The Chief Officer informed members that a determination needed to be made in relation to the withdrawal of the TCBC replacement Local Development Plan 2018 - 2033 and consultation on TCBC's replacement Local Development Plan 2022 - 2037.

All documentation had been forwarded to members prior to the meeting.

No material concerns were raised by members who noted the clear reference that Town and Community Councils will be properly consulted about the process.

Cllr Matthews proposed to accept the terms of the replacement Local Development Plan 2022 - 2037 for the consultation process. This was seconded by Cllr Jones.

All members in agreement.

**Resolved:** Replacement Local Development Plan 2022 – 2037 accepted.

Meeting ended at 19.51 hrs.



**BLAENAVON TOWN COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD ON WEDNESDAY 24th of May 2023 AT 6.30 PM.**

**Pursuant to the requirements of Section 47 of the Local Government and Elections (Wales) Act 2021, the meeting was held on a hybrid basis in the Council Chamber at 101, High Street Blaenavon and remotely.**

**In attendance:**

**Councillors:** Cllr. N. Matthews (In the Chair) A. Beavan, S. Keen, A. Jones, M. Wheeler, M. Harris.

**Officers:** Kevin Warren (Chief Officer), Sophie Johnson (Community Wellbeing Development Officer) Kerry Jones (Assistant Chief Officer).

**Visitors:** Kevin Weaver (Community Engagement and Participation Officer, TCBC), Lorraine Morgan, and Claire Danaher. (Vice Chair and Clerk to Ponthir Community Council)

**Members of public:** None present.

The Full Council meeting was opened at 6:30pm by Mayor Cllr Nathan Matthews who welcomed everyone and expressed thanks for attendance.

**1. To receive any questions from the public.**

None received.

**2.To receive and accept apologies.**

The Chief Officer informed the chairperson that the following apologies had been received.

- Cllr T. Porter - Work commitment.
- Cllr G. James - Maternity leave.
- Cllr L. Evans - Unwell.
- Cllr I. Parfitt - Unwell.
- Cllr L. Cowles - Conference.
- Cllr J. Hunt - Conference.

It was proposed by Cllr Wheeler and seconded by Cllr Keen that the apologies be accepted.

All members in agreement.

**Resolved:** Apologies accepted.

### **3. Declarations of Interest**

None declared.

### **4. To receive a presentation and update from Mr Kevin Weaver (Community Engagement & Participation Officer – TCBC).**

Mr Weaver thanked members and officers for the help and support that has been offered and stated that he was impressed with the work the Town Council are doing within the community and is looking forward to working with and supporting the Town Council.

Mr Weaver provided an overview relating to his role and explained that he is part of a team of TCBC officers and that he is one of three community officers and would like to use the Town Council office as a base for three days per week.

This will give him easy access to the community of Blaenavon and indicated that he would like to bring opportunities and services to the north of the borough.

Mr Weaver can make referrals for free training courses, provide access, and pay for online driving theory tests, help with CV writing and assisting in returning people to work.

Training courses will be available to people aged sixteen years and over and are in employment; if out of work they must have been inactive for longer than twelve months to meet the criteria. Further opportunities will include wellbeing activities, supported voluntary activities and work experience placements.

Sophie, CWD Officer has referred a local employee to Mr Weaver who was interested in a training course. Mr Weaver confirmed that the relevant paperwork had been completed.

Mr Weaver also explained that he had met with Cllr Harris to discuss the setting up a 'Pub Watch' scheme in Blaenavon and has contacted TCBC regarding this. He will keep members updated on any progress.

Mr Weaver is awaiting confirmation that The Settlement in Pontypool will be used as a test station for SCS training, which is currently located in Newport. In the near future it is hoped that a facility can be sourced within Blaenavon.

Mr Weaver has also held discussions with the job centre in Pontypool in order to facilitate one-to-one meetings in Blaenavon and outlined that has access to a minibus should the Town Council require it.

Members welcomed Mr Weaver and offered to support his role within Blaenavon.

The Chief Officer explained to members that he has had discussions with Mr Weaver's manager regarding the sharing of office space within the Town Council building. An offer of £30.00 per day had been made. It was suggested that this income could be allocated to future projects.

A discussion took place amongst members.

Cllr Jones proposed to accept the payment of £30.00 per day. This was seconded by Cllr Harris.

All members in agreement.

**Resolved:** Members agreed a £30.00 per day fee for office space to be allocated to future projects.

#### **5. Mayor's Announcements: To receive the mayor's announcements.**

The mayor provided members with a summary of events and functions attended during the last month.

- 3<sup>rd</sup> of May 2023 met with Cllrs Wheeler, Hunt, and Chief Officer as part of the Community Review Working Group to make recommendations for the Community Review terms of reference document which has been sent to Caroline Genever -Jones, TCBC.
- 4<sup>th</sup> of May 2023 with representatives from the Royal British Legion, Blaenavon branch, raised the King's Coronation flag at the Cenotaph.
- 7<sup>th</sup> & 8<sup>th</sup> of May 2023 attended alongside members and officers both Coronation events held at Forgeside RFC grounds and the World Heritage Centre. Both events were well attended, and excellent feedback has been received.
- 11<sup>th</sup> of May 2023 together with the Chief Officer, attended Torfaen Communities Partnership at the Civic Centre.
- 19<sup>th</sup> of May 2023 attended Blaenavon V.C. Primary School and handed out prizes to the winning children who took part in the coronation poetry competitions.
- 19<sup>th</sup> of May 2023 together with officers and Cllr Beavan, attended a meeting with Bron Afon Community Housing officer to discuss various issues relating to social housing within Blaenavon.

Cllr Matthews explained that he has had regular meetings with the Chief Officer, Assistant Chief Officer, Community Wellbeing Development Officer and Cllrs throughout the month.

**Resolved:** Members noted the update.

**6. Council Meeting: To confirm the minutes of the Full Council meeting held on the 26th of April 2023.**

The minutes were read for accuracy with no amendments.

It was proposed by Cllr Beavan and seconded by Cllr Wheeler that the minutes be accepted.

All members in agreement.

**Resolved:** Minutes approved as a true and accurate record.

**7. Chief Officer's Update: To receive the Chief Officer's update.**

The Chief Officer provided members with the following update.

**Item 5** within the minutes as per the instructions from members. On the 27th of April and on the 5th of May, the Chief Officer wrote to Sgt Ellis requesting an explanation regarding his nonattendance at last month's meeting.

A response was received from Sgt Ellis on the 5th of May who indicated that he had to deal with a personal matter therefore was unable to attend.

**Item 13** within the minutes as per the instructions from members. On the 27th of April 2023, the Chief Officer transacted the sponsorship grant of £994 to Mr Walter Waygood who has confirmed receipt and thanked the Council for their generous financial support for his photography exhibition commencing in July 2023.

**Item 14** within the minutes as per the instructions from members. On the 27th of April 2023, the Chief Officer forwarded the Town Council press release to the following press offices, South Wales Argus, Pontypool Free Press, Wales Online and the Abergavenny Chronical relating to the Coronation events held in May 2023.

It was explained as some members were aware, the Argus reporter attended the Town Council event on the 7th of May and the Assistant Chief Officer has forwarded to members the press release reported within the Abergavenny chronicle, which in fairness was a lovely write up covering both events.

**Item 15** within the minutes as per the determination by members regarding the request by Cllr Keen. On the 10th of May 2023, the Chief Officer sent letters of achievement and recognition on behalf of the Council to Elliot Whiting, Sam Warrilow, Ryan Keen and Gareth Priest relating to their recent sponsorship climb. A copy was also sent to the Mayor and Cllr Keen.

**Item 16** within the minutes as per the determination and instruction by members. The Chief Officer has purchased the Owls Lab hybrid meeting system which as members can see has been installed and is fully operational.

**Item 17** within the minutes as per the determination and instruction by members. The Chief Officer signed the IT hardware contract with Orbits IT. All the requested hardware has now been delivered and installed.

**Item 22** within the minutes as per the determination and instruction by members. The Community Review Working Group has been established. They met on the 3rd of May 2023 and compiled the Town Council's response to the TCBC Community Review terms of reference document.

This was brought to the attention of members on the 10th of May 2023 at the finance meeting which was approved. It was forwarded to TCBC on the 11th of May 2023, and they have confirmed receipt. The Chief Officer will await the next steps regarding the consultation.

Also, at the request of members, a £50 Next voucher has been purchased for Cllr James on behalf of the Council and this has been delivered.

On the 7th and 8th of May 2023 together with fellow colleagues and Cllrs the Chief Officer attended the raising of the King's Coronation flag at the Cenotaph, the King's Coronation Events at Forgeside Rugby Club, and the World Heritage Centre.

Both events were an enormous success and all the planning and preparation by officers and Cllrs to facilitate both events paid off in support of our community.

On the 11th of May 2023 together with the mayor the Chief Officer attended the Local Council's Partnership Committee meeting held at the Civic Centre at Pontypool. Also present were officers and Cllrs from neighbouring Community Councils across the borough.

An update was received from Dave Leech TCBC regarding an overview of the shared prosperity and levelling up funding and how this will be implemented across the borough moving forward. The next meeting will be in September 2023 where the Chief Officer will update members further.

On the 19th of May 2023 together with Sophie, the Mayor, Deputy Mayor, and Kevin Weaver (TCBC) they met with Claire Dullea the area manager for Bronafon Housing together with Angela Purcell and Kate Jones who are community officers.

A discussion took place regarding the Town Councils projects that have been and are being delivered within Blaenavon and how we can support each other in service delivery moving forward. The meeting was extremely positive and will enhance both organisations partnership working.

The Chief Officer explained that has held the first weekly briefing session with the new Mayor discussing Council operational and financial matters, and also operational meetings with fellow officers relating to future planning and current projects.

**Resolved:** Members noted the update.

**8. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.**

Cllr Wheeler informed members that he attended a meeting for the Mic Morris 10k run. Most of the meeting was taken up with preparations for the race in July 2023.

Payments were made to several young applicants totalling £1900, including a young man from Blaenavon.

**Resolved:** Members noted the update.

**9. To receive an update from Sophie Johnson - Community Development and Wellbeing Officer (May 2023).**

Sophie provided the following update to members.

- The photography workshop with Walter Waygood and World Heritage Youth Ambassadors is in its third week. The young people have shown a huge amount of interest and enthusiasm and have already produced some splendid work which Walter has been sharing and promoting on social media.

They will begin to look at historical buildings and skills to enable them to capture the heritage of the town over the next few sessions. These pieces will all form part of Walter's upcoming exhibition at the Workmen's Hall in July 2023.

- The befriending film club last month was an enormous success with fifty one attendees, including a few from Arthur Jenkins care home, who had a great morning / afternoon out joining us. Next film club is this Friday 26<sup>th</sup> of May 2023 and the film showing is A Man Called Otto.
- Sophie explained that she was contacted by former Councillor Robert Evans regarding his wish to donate bean plants he has grown to the school. This will now form part of a health and wellbeing after school club from tomorrow where we will be planting them at the school and learning how to care for them, with a view to the children taking the beans home to eat once fully grown and sharing with their classmates.
- Sophie explained that she has been in talks with Sports Development and a local exercise instructor to deliver more over sixties exercise sessions. These will be funded by Sports Development and supported by the Town Council. Plans include running taster sessions of Pilates / gentle exercise and dance classes for a month to gauge interest and take feedback.

It is being considered to hold extra over sixties exercise circuit session with Ross on a Monday in addition to the current Wednesday class.



- Sophie stated that she is currently working on a video with the Little Voices group at BHVC school to inform the community on how to keep happy, healthy, and well in Blaenavon. This involves filming at various locations in the town where activities /groups take place and recording interviews with attendees.

This film will then be shown on the screens in the Resource Centre, Heritage Centre, schools' website, and social media. A good opportunity to spread the word of what is taking place in the town, with all the Town Council's projects being featured.

- Sophie informed members that she attended Family Club with Asa, the doorstep advisor for Street Games who fund the family engagement program this includes family club, mums and daughters, coach hire for swimming and other projects.

Asa was really impressed with the provision for families that we are providing with the Street Games funding and will keep us informed of any other funding opportunities available to enable us to continue to deliver these projects.

- There was lots of local interest in the Wellbeing Fayre being hosted in Cwmbran by Torfaen Adult Learning to warrant them to fund a coach for Blaenavon residents to attend. This has been booked through Sophie who will attend with Kevin Weaver, and residents, of which there are thirty.
- The first teen gym session took place on the 19<sup>th</sup> of May 2023, with an excellent turnout for the first session. Ten young people attended (with three turning up at 5pm not realising the session was 4-5pm). The Council have received positive feedback from the community who were pleased that sessions of this nature are on offer for the young people in the town. Cllr Parfitt also attended the session and engaged with the young people and helped with logistics.
- The animal wellbeing session which includes lunch is fully booked for half term, as is the swimming session. There has been lots of interest in the skateboarding sessions which do not require booking.
- The Coronation poetry competition with BHVC School was well received. The four winners from years 1,2,3 and 6 each received an annual magazine subscription, Town Council water bottle and certificate.

Together with Cllrs, Matthews, Beavan, Parfitt, Jones, Keen and Wheeler, Sophie attended the school's celebration assembly last week to thank the children for their entries and to announce the winners. It was a fantastic morning which the children and teachers really appreciated and enjoyed.

- The business Coronation winner was decided by Cllrs Matthews and Beavan, which was Green Gables Grazing. Sophie has visited and awarded the certificate to Carrie who will display in the shop. Her chosen charity for the donation is the Foodshare at Bethlehem Church. Sophie will contact Sue Driscoll to arrange.

- Following a recent meeting with Bron Afon, Sophie forwarded information to their housing officers for Blaenavon regarding, not just the services the Town Council offer, but a timetable of events/groups in the town that they will use with their tenants, especially those that are new to the town, to help them feel less isolated.

A further meeting is being arranged with their community create team to look at community projects we can deliver in partnership.

- The summer Rec Rock music school will take place again over two weeks in August 2023. This was hugely successful last year and has been budgeted for this year.
- Upcoming projects with Kevin Weaver and his team from CELT plus include, buggy walks, yoga sessions, wellbeing sessions, father and son play sessions, mountaineering days, multiply maths parent and child classes.

These will incorporate improving math skills whilst cooking, and cooking on a budget session using the Town Council recipe book with items that residents are able to purchase from the Pantry at Circulate.

Food will be cooked within their community kitchen. Transport to The Pantry will be arranged for those that need it. These projects will all be funded by CELT plus. Sophie will look to co-ordinate, book venues, promote to the community, take bookings, and attend to engage and support residents.

- Sophie is looking forward to working with Kevin and the CELT plus team. The resources and experience they can bring is positive for Blaenavon. Working together, the Town council can continue to grow and support the community.

**Resolved:** Members noted the update.

#### **10. To receive and approve the Town Council's Annual Return 2022/23**

The annual return document for 2022/23 had been forwarded to members for their perusal ahead of the meeting.

Members discussed questions 1 – 9 of the annual governance statement within the annual return and members confirmed 'yes' to all questions. The remainder of the document was reviewed by members who were happy with the content.

The annual return 2022 /23 was signed by the mayor on behalf of the Council.

It was proposed by Cllr Matthews and seconded by Cllr Jones that the annual return for 2022/23 be approved.

All members in agreement.

**Resolved:** Annual return for 2022/23 approved for submission to Audit Wales.

**11. To discuss and make any relevant determinations regarding the Participatory Budget in Gwent findings report.**

Cllr Harris updated members that the report was incredibly thorough, and the experience had been excellent for the Town Council.

Overall, the Community Brew project had a positive impact on the community although difficulties had been noted in accessing the voting method and getting people involved in large numbers. It was incredibly positive for the Town Council and residents of Blaenavon.

**Resolved:** Members noted the update.

**12. To receive a TCBC update from Councillor Liam Cowles (Ward Member for Blaenavon)**

It was explained that due to the absence of Cllr Cowles. The TCBC ward update will be deferred to the next meeting in July 2023.

**Resolved:** Members noted the update.

**13. To discuss and make any relevant determinations regarding World Heritage Day 2023.**

A discussion took place amongst members regarding the lack of plans by the World Heritage Group to hold a World Heritage Day event for 2023.

Concerns were raised relating to remaining funds and the repercussion of not having an event for the town. It was clarified that the Town Council were only informed of the decision that the event would not be taking place on the 5<sup>th</sup> of May 2023.

Cllr Matthews proposed to invite Ashleigh Taylor to a future Town Council meeting to discuss the position of the World Heritage Day Group and their financial position. This was seconded by Cllr Jones.

All members in agreement.

**Resolved:** Chief Officer to invite Ashleigh Taylor to Full Council meeting.

Members were also informed that Mr Tyrone Trace from the World Heritage Centre had contacted Sophie to enquire if the Town Council would support a Heritage Day craft fair event being held at the Heritage Centre on the 24<sup>th</sup> of June 2023 and potentially fund a band to play on the day.

A discussion to place amongst members who were mindful that the Heritage Centre is a business that they could pay for entertainment themselves and will potentially result in them making a profit on the day.

A further discussion took place and Cllr Jones proposed that a breakdown of expenses for the day be obtained and to meet with Mr Trace to discuss. This was seconded by Cllr Beavan.

All members in agreement.

**Resolved:** Chief Officer to request breakdown of expenditure for the World Heritage Craft Fair and meet Tyrone Trace to discuss further.

**14. To discuss and make any relevant determinations concerning a summer community event 2023.**

Cllr Beavan explained to members that due to the fact that there will be no World Heritage Day event this year, then consideration could be given to the possibility of a Town Council summer event being organised for the community.

A discussion took place amongst members which raised the possibility that Broad Street carpark could be used to hold a 'Country & Western' themed day which could include food, music, children's entertainment, and bar.

A provisional date of the 12<sup>th</sup> of August 2023 was suggested.

Cllr Harris explained to members that due to the success of the Town Council and Forgeside RFC Community Coronation event, this could be duplicated and grow year on year to create an annual event within the town.

Local businesses could be contacted to get involved and make it a town focused day which could increase footfall and enhance trade within the town.

Cllr Beavan proposed that a working group for the event be established and encouraged Cllrs to get involved. This was seconded by Cllr Harris.

All members in agreement.

Cllrs Beavan, Harris, Matthews, and Keen offered to be part of the working group. This was agreed by members.

The group agreed to make preliminary enquiries and report back to members. A meeting date for the working group is to be confirmed.

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

All members in agreement.

**Resolved:** Event working group established.

**15. To discuss and make any relevant determinations regarding a suitable date and location for the next Town Council litter pick.**

Cllr Beavan presented to members a series of options for the next Town Council litter pick.

A discussion took place amongst members with agreement that the next litter picking event will take place at the Gilchrist Thomas Industrial Estate, Blaenavon on Sunday the 4<sup>th</sup> of June 2023 meeting at the ironwork's carpark at 10am.

This was proposed by Cllr Beavan and seconded by Cllr S. Keen.

All members in agreement.

**Resolved:** Litter pick to take place on the 4<sup>th</sup> of June 2023 at Gilchrist Thomas Industrial Estate

**16. To receive, discuss and make any relevant determinations regarding a consultation letter relating to Road Traffic Orders from Torfaen County Borough Council.**

A discussion took place amongst members who considered the letter received from TCBC, indicating that a section of double yellow lines is to be removed from Broad Street, Blaenavon.

The Chief Officer confirmed for members that TCBC Highways Department had conducted a review across the borough and proposed that this section of parking restriction is no longer needed. He informed members that any objections needed to be sent to TCBC by the 7<sup>th</sup> of June 2023.

Members further discussed the proposal. It was agreed that there will be no submission from Blaenavon Town Council in relation to the consultation.

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

All members in agreement.

**Resolved:** No submission relating to Road Traffic Orders from Torfaen County Borough Council to be submitted from Blaenavon Town Council.

**17. To receive, discuss and make any relevant determinations regarding the Welsh Government Survey on Twinning.**

The Chief Officer had forwarded members the Welsh Government's survey on twinning ahead of the meeting. A discussion took place by members in relation to the survey.

It was proposed by Cllr Matthews and seconded by Cllr Beavan that the survey be completed by the Chief Officer and submitted on behalf of Blaenavon Town Council.

All members in agreement.

**Resolved:** Chief Officer to complete and submit the Welsh Government survey on Twinning.

**18. To discuss and make any relevant determinations regarding the Town Council's Civic Awards 2023.**

A discussion took place amongst members in relation to holding a civic award event for 2023. It was agreed that this would be a positive event and good to recognise the residents and community of Blaenavon.

Cllr Jones proposed that the Town Council proceed with the Civic Awards for 2023. This was seconded by Cllr Keen.

All members in agreement.

**Resolved:** Civic Awards 2023 to be organised.

**19. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2023/24. Relevant updates or new projects as notified.**

None received.

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

The Chief Officer had forwarded the planning application to members ahead of the meeting and it presented as follows.

- **DEVELOPMENT PROPOSED:** Two storey extension and garage.
- **LOCATION:** 23 Upper Hill Street, Blaenavon, Torfaen

Proposed by Cllr Jones and seconded by Cllr Harris.

All members in agreement.

**Resolved:** No objections from members.

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

The Chief Officer had forwarded to members one donation request ahead of the meeting namely.

- Blaenavon Heritage School – Leanne Jones

The Chief Officer provided an overview of the funding application received and explained that he was contacted by Leanne Jones via email with regard to funding for a school trip.

A funding application had been completed and sent to members for their consideration.

The trip would consist of a visit to Pontypool and Blaenavon Heritage Railway on the 9<sup>th</sup> of June 2023 costing £1k plus VAT for the train journey and £200 for transport.

The Chief Officer contacted Leanne Jones and requested the following information to assist members:

- How much of the trip is being funded from within the school budget?
- Have they approached any other organisations for funding?
- Have they considered fundraising activities for example using the PTA?

Members discussed at length the high cost of the trip, lack of efforts from the school to raise funds and value for money principles.

In an update during the April 2023 full council meeting members were informed that the school budget had a surplus of £6.1k.

Members further discussed options for a donation.

Cllr Harris proposed to make a £200 donation to pay for transport, providing that the trip will go ahead without the full funding from Blaenavon Town Council. This was seconded by Cllr Beavan.

Cllr Matthews opposed the donation request.

All other members in agreement.

**Resolved.** Chief Officer to contact Leanne Jones and confirm that if a £200 donation is made by the Town Council the trip will proceed.

## **22. To receive, discuss and make any relevant determinations concerning items relating to correspondence.**

- E-mail received from Leighton Williams – Forgeside Rugby Club.

The Chief Officer forwarded to all members an email from Mr Leighton Williams, Forgeside Rugby Club which extended thanks to the Town Council for their partnership working and support relating to the King's Coronation event that took place at Forgeside grounds on the 7<sup>th</sup> of May 2023.

**Resolved:** Members noted update.

## **23. Other Matters (At the discretion of the Chair)**

The Chief Officer requested permission from the Chair to present a matter before members which he explained was time sensitive. This was authorised by the Chair.

The Chief Officer informed members that a determination needed to be made in relation to the withdrawal of the TCBC replacement Local Development Plan 2018 - 2033 and consultation on TCBC's replacement Local Development Plan 2022 - 2037.

All documentation had been forwarded to members prior to the meeting.

No material concerns were raised by members who noted the clear reference that Town and Community Councils will be properly consulted about the process.

Cllr Matthews proposed to accept the terms of the replacement Local Development Plan 2022 - 2037 for the consultation process. This was seconded by Cllr Jones.

All members in agreement.

**Resolved:** Replacement Local Development Plan 2022 – 2037 accepted.

Meeting ended at 19.51 hrs.

**Signed Chairman:**

*N. Matthews*

**Date: 28/6/23.**