



4th October 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 the Council Finance meeting which will be held on a hybrid basis in the Council Chamber at **101, High Street, Blaenavon** and remotely on **Wednesday the 11th of October 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.

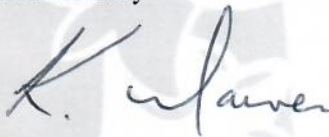
Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least three working days' notice in writing of the question has been provided to the Chief Officer.

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 an update from the Mayor of Hrastnik Mr Marko Funkl regarding twinning opportunities with Blaenavon Town Council.
5. To receive an update from Mr Kevin Weaver (**Community Engagement & Participation Officer – TCBC**) regarding the summer provision in Blaenavon.
6. **Council Meetings:** To confirm the minutes of the Council Finance meeting held on the 13th of September 2023.
7. **Responsible Finance Officer's Update:** To receive and consider the September 2023 financial updates.

8. To receive, consider and make any relevant determinations regarding the Public Civic Award Nominations 2023.
9. To receive, consider and make any relevant determinations regarding the Town Council Civic Award Nominations 2023.
10. To receive, discuss and make any relevant determinations regarding Blaenavon Town Council's communication strategy including the forthcoming newsletter.
11. To receive an update and make any relevant determinations in relation to the Street Trading Licence variation submitted to TCBC Licensing Department on the 25th of August 2023.
12. To receive an update and make any relevant determinations in relation to the Remembrance Day parade planned for the 12th of November 2023.
13. 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.

Yours Sincerely



Kevin Warren MIOl. FCMI.
Chief Officer.
Blaenavon Town Council.



AT SPES NON FRACTA



Summary (Notes) of the Finance meeting of Blaenavon Town Council held on **Wednesday the 11th of October 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 8th of November 2023**.

In attendance:

Councillors in attendance: N. Matthews (In the Chair) L. Cowles, J. Hunt, M. Wheeler, I. Parfitt, S. Keen, T. Porter. Cllr Evans (On Line)

Officers: Kevin Warren (Chief Officer)

Visitors: Mr Kevin Weaver - (TCBC)

Member of public: None present.

The finance meeting was opened at 6:30pm by the Mayor Councillor 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.

- Cllr Harris – Work commitment.
- Cllr Beavan - Hospital visit family member.
- Cllr Jones - Family commitment.
- Cllr James – Childcare.

It was proposed by Cllr Cowles and seconded by Cllr Hunt that the apologies be accepted.

All members in agreement.

Resolved: Apologies accepted.

3. Declarations of Interest

- Cllr Keen – Item 8 – Prejudicial Interest.
- Cllr Matthews – Item 8 – Personal Interest.
- Cllr Cowles – Item 8 - Personal Interest.

Resolved: Members noted and confirmed the declaration of interest.

6. Council Meetings: To confirm the minutes of the Meeting held on the 13th of September 2023.

Minutes were read for accuracy with no amendments.

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

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

7. Responsible Finance Officer's Update: To receive and consider the September 2023 financial update.

Mr Warren (RFO) forwarded to members the September 2023 financial report electronically in advance of the meeting which detailed the following areas:

- Income and Expenditure
- Credit Card Payments
- Cheque Payments
- Bacs Payments
- Cash Book Transactions
- Bank Reconciliation
- Project Expenditure
- Budget
- VAT
- Bank Statements

Mr Warren presented to members each of the above areas of finance for September 2023 and highlighted any relevant information.

Members were asked if there were any questions for the Chief Officer. There were no questions from members.

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

All members in agreement.

Cllr Porter raised a question in relation to banking indemnity namely £85k. It was explained that the Town Council's account is a business account. This was noted.

Resolved: Financial update for September 2023 accepted by members.

8. To receive, consider and make any relevant determinations regarding the Public Civic Award Nominations 2023.

Cllr Matthews outlined to members that the Chief Officer had provided members with a written summary of the nominations that had been received.

At this point Cllr Keen left the room having declared a prejudicial interest at item 3 on the agenda.

Cllr Matthews requested if members could consider each of the nominations on their own merits and each nomination would be considered individually. Members were also advised that during their deliberations to observe the award criteria and also the reputation of the Council and the integrity of the awards.

The first nomination discussed was for Mrs Sandra Keen who had received three nominations covering two criteria namely Outstanding Service to the Community and Outstanding Achievement.

An in depth discussion took place amongst members regarding the fact that Sandra Keen is a serving Cllr, and this needed to be considered. It was discussed that the nomination was for the work completed well before Sandra became a member of the Council.

Further discussions took place amongst members and the good work delivered to the community needed to be recognised. Members discussed the most suitable category, and this was agreed namely Outstanding Achievement.

It was proposed by Cllr Hunt and seconded by Cllr Parfitt to award Mrs Sandra Keen with a Civic award for Outstanding Achievement.

All members in agreement.

Resolved: Civic award authorised for Mrs Sandra Keen.

Cllr Matthews outlined to members the next nomination namely Mr Colin Roberts under the criteria of Outstanding Long Service to the Community. An overview of the service was explained by Cllr Matthews

A discussion took place amongst members, and it was pointed out that Mr Roberts is living with a disability namely deafness and perhaps consideration could be given to the criteria overcoming adversity.

A further discussion took place amongst members, and this was agreed that overcoming diversity would be a more suitable category.

It was proposed by Cllr Wheeler and seconded by Cllr Porter to award Mr Colin Roberts with a Civic Award for overcoming adversity.

All members in agreement.

Resolved: Civic award authorised for Mr Colin Roberts.

At this point Cllr Keen assumed her position within the meeting.

Cllr Matthews outlined to members the next nomination namely Ms Hannah Lewis under the category of overcoming adversity. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members in relation to the nominees being employed by an organisation and was there clarity surrounding this point. Cllr Matthews reiterated that each nomination should be considered on their own merits.

A further discussion ensued in relation to whether the work delivered fell within a job description or role and was the work being delivered over and above the individuals employed role.

The details within the nomination was not clear and Cllr Matthews requested that the details be displayed on the projector screen to assist members in their deliberations.

Members observed the submitted nomination, and a discussion took place. Members agreed that from the application it was not clear whether this was aligned to employment and also how overcoming adversity was explained.

Cllr Matthews asked members if anyone was in favour of supporting the nomination?

There were no proposals to support the nomination.

Resolved: Civic award not authorised for Ms Hannah Lewis as the details of the nominations did not meet the criteria.

Cllr Matthews outlined to members the next nomination namely Ms Mair Sheen under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were not convinced that the details of the nomination did exceed the paid employment role.

All members were in agreement regarding this view and therefore the award was not supported.

Resolved: Civic award not authorised for Ms Mair Sheen as the details of the nominations did not meet the criteria.

Cllr Matthews outlined to members the next nomination namely Ms Alecia McHugh under the category of Youth Award. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

Cllr Matthews outlined to members the next nomination namely Mrs Aislinn Harris under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

It was proposed by Cllr Cowles and seconded by Cllr Keen to award Alecia McHugh a Civic Youth Award.

All members in agreement.

Resolved: Civic award authorised for Ms Alecia McHugh.

Cllr Matthews outlined to members the next nomination namely Daniel Morse under the category of Youth Award. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Hunt and seconded by Cllr Wheeler to award Daniel Morse a Civic Youth Award.

Resolved: Civic award authorised for Daniel Morse.

Cllr Matthews outlined to members the next nomination namely Mrs Aislinn Harris under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Parfitt and seconded by Cllr Keen to award Aislinn Harris a Civic Award for Outstanding Achievement.

Resolved: Civic award authorised for Aislinn Harris.

Cllr Matthews outlined to members the next nomination namely Mrs Angela Lewis under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Cowles and seconded by Cllr Wheeler to award Angela Lewis a Civic Award for Outstanding Achievement.

Resolved: Civic award authorised for Angela Lewis.

Cllr Matthews outlined to members the next nomination namely Mr Neil Gregory (GOS Engineering) under the category of outstanding long service to the community.

Cllr Matthews explained that there was a technical issue with the application in that it had not been fully completed with no signature or date from the nominator namely Stuart Evans. Cllr Matthews requested from members if they had any comments.

A detailed discussion took place amongst members who highlighted the lack of information within the application which did not assist with decision making. It was explained that the criteria for authorising awards must be adhered to otherwise it would be pointless in having civic awards.

All members were in agreement that the details within the nomination was not sufficient to make a determination. There were no proposals to authorise the award.

Resolved: Civic award not authorised due to lack of information provided within the nomination.

9. To receive, consider and make any relevant determinations regarding the Town Council Civic Award Nominations 2023.

Cllr Matthews explained to members that at the last Council meeting it was decided that up to three nominations would be considered by members for a Town Council nominated Civic Award. These would be from representations from Councillors around the table.

Cllr Matthews requested members to offer representations for a Town Council nominated Civic Award.

Cllr Cowles provided members with an overview of the community work that Leighton Williams has achieved at Forgeside Rugby Club and also the partnership working that has been promoted an example of which is the King's Coronation event and also the numerous courses that he is undertaking with the Welsh Rugby Union.

It was further explained regarding the ground work management that Leighton achieves at Forgeside plus the grant work he has achieved with the National Horticultural Society that has supported the Forgeside community garden which is now an established community hub.

Cllr Cowles proposed Leighton Williams for an outstanding achievement award. This was seconded by Cllr Hunt.

All members in agreement.

Resolved: Civic award authorised for Leighton Williams.

Cllr Matthews requested if there was any further nominations from members. Cllr Parfitt addressed members and outlined that in the past, awards have presented for achievements related to sport.

Cllr Parfitt highlighted to members the recent success and achievements that have been awarded to Kai Powell who is a youth amateur boxer. A discussion took place amongst members and consideration could be given a youth award for Kai Powell.

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

All members in agreement.

Resolved: Civic award authorised for Kai Powell.

There were no further nominations from members in relation to a Town Council Civic award.

10. To receive, discuss and make any relevant determinations regarding Blaenavon Town Council's communication strategy including the forthcoming newsletter.

Cllr Matthews provided members with an update regarding the recent meetings held by the communications working group and in particular the forthcoming Town Council newsletter.

It was explained that the final draft is with the graphic designers, and it is hoped to get it publicised prior to the Remembrance Day event and Xmas events.

A draft copy of the newsletter was displayed for members on the projector screen. Cllr Matthews explained the content of the newsletter and outlined that it was twelve pages long.

The newsletter clearly depicts a summary of all the key initiatives that the Council has been involved in during the past year and is a testament to the service delivery of the Council.

Cllr Matthews proposed that delegated authority be granted to the communications group to finalise the newsletter and arrange its distribution.

This was seconded by Cllr Wheeler.

All members in agreement.

A brief discussion took place in relation to the budgeted costings for the newsletter which was well within budget which also included distribution costs.

Resolved: Communications group granted delegated authority to finalise and distribute the Town Council newsletter.

Meeting ended at 20.06 hrs.



BLAENAVON TOWN COUNCIL
MINUTES OF THE COUNCIL FINANCE MEETING
HELD ON WEDNESDAY 11th of OCTOBER 2023.

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 in attendance: N. Matthews (In the Chair) L. Cowles, J. Hunt, M. Wheeler, I. Parfitt, S. Keen, T. Porter. Cllr Evans (On Line)

Officers: Kevin Warren (Chief Officer)

Visitors: Mr Kevin Weaver - (TCBC)

Member of public: None present.

The finance meeting was opened at 6:30pm by the Mayor Councillor 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.

- Cllr Harris – Work commitment.
- Cllr Beavan - Hospital visit family member.
- Cllr Jones - Family commitment.
- Cllr James – Childcare.

It was proposed by Cllr Cowles and seconded by Cllr Hunt that the apologies be accepted.

All members in agreement.

Resolved: Apologies accepted.

3. Declarations of Interest.

- Cllr Keen – Item 8 – Prejudicial Interest.
- Cllr Matthews – Item 8 – Personal Interest.
- Cllr Cowles – Item 8 - Personal Interest.

Resolved: Members noted and confirmed the declaration of interest.

4. To receive an update from the Mayor of Hrastnik Mr Marko Funkl regarding twinning opportunities with Blaenavon Town Council.

The Mayor of Hrastnik Mr Marko Funkl addressed members via a video link and provided some background information relating to Blaenavon being raised as a potential twinning opportunity. This was facilitated by Lord German who had visited Hrastnik.

Mr Funkl explained that there were numerous similarities one of which was industrial heritage which included mining.

Cllr Cowles explained to members to progress the potential opportunities it would be useful if he contacted Lord German to establish what the process is in relation to twinning. This would then assist the Council in terms of a determination whether to pursue a twinning opportunity.

Cllr Matthews agreed that there were many similarities between Hrastnik and Blaenavon and it would be advantageous to explore further twinning arrangements.

Mr Funkl explained that it would be useful to be provided with an overview of Hrastnik with a short presentation. Cllr Matthews agreed and welcomed the presentation.

Ms Tina Smit addressed members and delivered a PowerPoint presentation relating to the Town of Hrastnik.

Cllr Matthews thanked Ms Smit for an excellent presentation and confirmed that there were clear similarities aligned to cultural and natural heritage between Blaenavon and Hrastnik and looked forward to progressing these in the future.

There were no questions from members.

Cllr Matthews thanked both Mr Funkl and Ms Smit for attending the meeting.

Resolved: Members thanked Mr Funkl and Ms Smit for attending the Council meeting. Cllr Cowles to contact Lord German regarding the process for twinning opportunities.

5. To receive an update from Mr Kevin Weaver (Community Engagement & Participation Officer – TCBC) regarding the summer provision in Blaenavon.

Mr Weaver addressed members and formally thanked the Town Council for the support that he has received during the past three months.

Mr Weaver then provided members with an overview of the provisions that had been delivered during this period following on from his last update to members. These included.

Two hundred referrals made for training and upskilling. A wide range of courses had been delivered within Blaenavon. This has benefitted both individuals and community members. A breakdown of the figures was explained to members.

In terms of activities, Mr Weaver explained that pub watch was now being delivered from the Town Council chambers and this alternates each month with a venue in Pontypool. A list of venues within the Town are being used these included the Con Club, Rugby Club, and the Heritage centre.

The Multiply sessions are now being delivered which supports individuals in relation to upskilling numeracy. The wellbeing team have used locations within Blaenavon to provide sessions which include yoga, mindfulness and buggy fit.

Mr Weaver provided members with an overview of the meetings he has conducted with individuals and groups since coming into post. In terms of forward planning, Mr Weaver highlighted that a job club has been created every Tuesday at the Heritage Centre, CSCS training will be delivered at the Con Club very shortly and also the driving theory test also being delivered at the Heritage Centre.

As a result of the recent initiatives within the Town, this has generated interest from neighbouring wards which has increased visitors to the Town and couples up with the service delivery and initiatives that the Town Council are also providing.

Mr Weaver asked members if there were any questions?

A discussion took place amongst members regarding the positivity of a job club and the venues being used to provide courses. This would by definition increase the numbers who attend the courses. A further discussion took place regarding what is on offer to individuals who are not in work through ill health or disability.

Mr Weaver explained that this was all provided via the job club and that all requirements are catered for. A brief discussion took place in relation to language courses, and it was confirmed that at present there are no language courses being delivered within Blaenavon, but this has been raised at TCBC.

Cllr Matthews thanked Mr Weaver for a very thorough update in relation to the work delivered to date.

Mr Weaver then left the meeting.

Resolved: Members thanked Mr Weaver for his update.

6. Council Meetings: To confirm the minutes of the Meeting held on the 13th of September 2023.

Minutes were read for accuracy with no amendments.

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

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

7. Responsible Finance Officer's Update: To receive and consider the September 2023 financial update.

Mr Warren (RFO) forwarded to members the September 2023 financial report electronically in advance of the meeting which detailed the following areas:

- Income and Expenditure
- Credit Card Payments
- Cheque Payments
- Bacs Payments
- Cash Book Transactions
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- Project Expenditure
- Budget
- VAT
- Bank Statements

Mr Warren presented to members each of the above areas of finance for September 2023 and highlighted any relevant information.

Members were asked if there were any questions for the Chief Officer. There were no questions from members.

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

All members in agreement.

Cllr Porter raised a question in relation to banking indemnity namely £85k. It was explained that the Town Council's account is a business account. This was noted.

Resolved: Financial update for September 2023 accepted by members.

8. To receive, consider and make any relevant determinations regarding the Public Civic Award Nominations 2023.

Cllr Matthews outlined to members that the Chief Officer had provided members with a written summary of the nominations that had been received.

At this point Cllr Keen left the room having declared a prejudicial interest at item 3 on the agenda.

Cllr Matthews requested if members could consider each of the nominations on their own merits and each nomination would be considered individually. Members were also advised

that during their deliberations to observe the award criteria and also the reputation of the Council and the integrity of the awards.

The first nomination discussed was for Mrs Sandra Keen who had received three nominations covering two criteria namely Outstanding Service to the Community and Outstanding Achievement.

An in depth discussion took place amongst members regarding the fact that Sandra Keen is a serving Cllr, and this needed to be considered. It was discussed that the nomination was for the work completed well before Sandra became a member of the Council.

Further discussions took place amongst members and the good work delivered to the community needed to be recognised. Members discussed the most suitable category, and this was agreed namely Outstanding Achievement.

It was proposed by Cllr Hunt and seconded by Cllr Parfitt to award Mrs Sandra Keen with a Civic award for Outstanding Achievement.

All members in agreement.

Resolved: Civic award authorised for Mrs Sandra Keen.

Cllr Matthews outlined to members the next nomination namely Mr Colin Roberts under the criteria of Outstanding Long Service to the Community. An overview of the service was explained by Cllr Matthews

A discussion took place amongst members, and it was pointed out that Mr Roberts is living with a disability namely deafness and perhaps consideration could be given to the criteria overcoming adversity.

A further discussion took place amongst members, and this was agreed that overcoming diversity would be a more suitable category.

It was proposed by Cllr Wheeler and seconded by Cllr Porter to award Mr Colin Roberts with a Civic Award for overcoming adversity.

All members in agreement.

Resolved: Civic award authorised for Mr Colin Roberts.

At this point Cllr Keen assumed her position within the meeting.

Cllr Matthews outlined to members the next nomination namely Ms Hannah Lewis under the category of overcoming adversity. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members in relation to the nominees being employed by an organisation and was there clarity surrounding this point. Cllr Matthews reiterated that each nomination should be considered on their own merits.

A further discussion ensued in relation to whether the work delivered fell within a job description or role and was the work being delivered over and above the individuals employed role.

The details within the nomination was not clear and Cllr Matthews requested that the details be displayed on the projector screen to assist members in their deliberations.

Members observed the submitted nomination, and a discussion took place. Members agreed that from the application it was not clear whether this was aligned to employment and also how overcoming adversity was explained.

Cllr Matthews asked members if anyone was in favour of supporting the nomination?

There were no proposals to support the nomination.

Resolved: Civic award not authorised for Ms Hannah Lewis as the details of the nominations did not meet the criteria.

Cllr Matthews outlined to members the next nomination namely Ms Mair Sheen under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were not convinced that the details of the nomination did exceed the paid employment role.

All members were in agreement regarding this view and therefore the award was not supported.

Resolved: Civic award not authorised for Ms Mair Sheen as the details of the nominations did not meet the criteria.

Cllr Matthews outlined to members the next nomination namely Ms Alecia McHugh under the category of Youth Award. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

Cllr Matthews outlined to members the next nomination namely Mrs Aislinn Harris under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

It was proposed by Cllr Cowles and seconded by Cllr Keen to award Alecia McHugh a Civic Youth Award.

All members in agreement.

Resolved: Civic award authorised for Ms Alecia McHugh.

Cllr Matthews outlined to members the next nomination namely Daniel Morse under the category of Youth Award. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Hunt and seconded by Cllr Wheeler to award Daniel Morse a Civic Youth Award.

Resolved: Civic award authorised for Daniel Morse.

Cllr Matthews outlined to members the next nomination namely Mrs Aislinn Harris under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Parfitt and seconded by Cllr Keen to award Aislinn Harris a Civic Award for Outstanding Achievement.

Resolved: Civic award authorised for Aislinn Harris.

Cllr Matthews outlined to members the next nomination namely Mrs Angela Lewis under the category of outstanding achievement. An overview of the nomination was explained by Cllr Matthews who requested from members if they had any comments.

A discussion took place amongst members who were all in agreement that the contents of the nomination certainly met the criteria for the award.

It was proposed by Cllr Cowles and seconded by Cllr Wheeler to award Angela Lewis a Civic Award for Outstanding Achievement.

Resolved: Civic award authorised for Angela Lewis.

Cllr Matthews outlined to members the next nomination namely Mr Neil Gregory (GOS Engineering) under the category of outstanding long service to the community.

Cllr Matthews explained that there was a technical issue with the application in that it had not been fully completed with no signature or date from the nominator namely Stuart Evans. Cllr Matthews requested from members if they had any comments.

A detailed discussion took place amongst members who highlighted the lack of information within the application which did not assist with decision making. It was explained that the criteria for authorising awards must be adhered to otherwise it would be pointless in having civic awards.

All members were in agreement that the details within the nomination was not sufficient to make a determination. There were no proposals to authorise the award.

Resolved: Civic award not authorised due to lack of information provided within the nomination.

9. To receive, consider and make any relevant determinations regarding the Town Council Civic Award Nominations 2023.

Cllr Matthews explained to members that at the last Council meeting it was decided that up to three nominations would be considered by members for a Town Council nominated Civic Award. These would be from representations from Councillors around the table.

Cllr Matthews requested members to offer representations for a Town Council nominated Civic Award.

Cllr Cowles provided members with an overview of the community work that Leighton Williams has achieved at Forgeside Rugby Club and also the partnership working that has been promoted an example of which is the King's Coronation event and also the numerous courses that he is undertaking with the Welsh Rugby Union.

It was further explained regarding the ground work management that Leighton achieves at Forgeside plus the grant work he has achieved with the National Horticultural Society that has supported the Forgeside community garden which is now an established community hub.

Cllr Cowles proposed Leighton Williams for an outstanding achievement award. This was seconded by Cllr Hunt.

All members in agreement.

Resolved: Civic award authorised for Leighton Williams.

Cllr Matthews requested if there was any further nominations from members. Cllr Parfitt addressed members and outlined that in the past, awards have presented for achievements related to sport.

Cllr Parfitt highlighted to members the recent success and achievements that have been awarded to Kai Powell who is a youth amateur boxer. A discussion took place amongst members and consideration could be given a youth award for Kai Powell.

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

All members in agreement.

Resolved: Civic award authorised for Kai Powell.

There were no further nominations from members in relation to a Town Council Civic award.

10. To receive, discuss and make any relevant determinations regarding Blaenavon Town Council's communication strategy including the forthcoming newsletter.

Cllr Matthews provided members with an update regarding the recent meetings held by the communications working group and in particular the forthcoming Town Council newsletter.

It was explained that the final draft is with the graphic designers, and it is hoped to get it publicised prior to the Remembrance Day event and Xmas events.

A draft copy of the newsletter was displayed for members on the projector screen. Cllr Matthews explained the content of the newsletter and outlined that it was twelve pages long.

The newsletter clearly depicts a summary of all the key initiatives that the Council has been involved in during the past year and is a testament to the service delivery of the Council.

Cllr Matthews proposed that delegated authority be granted to the communications group to finalise the newsletter and arrange its distribution.

This was seconded by Cllr Wheeler.

All members in agreement.

A brief discussion took place in relation to the budgeted costings for the newsletter which was well within budget which also included distribution costs.

Resolved: Communications group granted delegated authority to finalise and distribute the Town Council newsletter.

11. To receive an update and make any relevant determinations in relation to the Street Trading Licence variation submitted to TCBC Licensing Department on the 25th of August 2023.

The Chief officer provided members with an overview of the amended variations applied for within the current Street Trading Licence. It was confirmed that there have been no objections from the consultation period which concluded on the 3rd of October 2023.

The Chief officer explained to members that the variations applied for will now be heard before a licensing panel which will be held on the 16th of October 2023 at the Civic Centre.

The Chief officer will be attending the hearing to present the Town Council's variation application.

Resolved: Members noted the update.

12. To receive an update and make any relevant determinations in relation to the Remembrance Day parade planned for the 12th of November 2023.

The Chief Officer provided members with a current update regarding the Remembrance Day Parade 2023.

It was explained that all the relevant documentation has been submitted to TCBC which included the traffic management plan, and that the road closure order would be received from TCBC in the near future.

Meeting with the British Legion will be taking place in the next week or so and the Remembrance Order of Service booklet has also been completed together with the wreath.

Confirmation of attendance has been received from Mr Jack Hanbury – Tennison, Nick Thomas – Symonds and Lynne Neagle.

A meeting with the Town Band has also been arranged to confirm the final arrangements and the opening of the garden of remembrance ceremony will take place on the 26th of October 2023 if members wish to attend.

Resolved: Members noted the update.

13 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.

Cllr Cowles requested from the Chairperson permission to discuss another matter. This was authorised by Cllr Matthews.

Cllr Cowles updated members that Cllr Janet Jones's mother has recently passed away and it was requested if members would authorise the sending a sympathy card from the Town Council.

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

All members in agreement.

Resolved: Sympathy card to be sent to Cllr Janet Jones from Blaenavon Town Council.

Meeting ended at 19.58 hrs.

Chairman Signed: *W. Matthews*

Date: 8/11/23.



BLAENAVON TOWN COUNCIL
CYNGOR TREF BLAENAFON

101 High Street, Blaenavon, Torfaen. NP4 9PT
101 Stryd Fawr, Blaenafon, Torfaen. NP4 9PT
Telephone/Ffôn: 01495 790643 Facsimile/Ffacs: 01495 790643
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www.blaenavontowncouncil.co.uk



Blaenavon Town Council

Finance Update

October 2023

BLAENAVON TOWN COUNCIL



Bank Reconciliation 2023 - 2024

Bank Reconciliation

OCT

Opening Balance

Current Account	£125,430.12
Card	£0.00
Cash in Hand	£4.73
	<hr/>
	£125,434.85

Add Receipts in Period	£1,620.00
Less Payments in Period	£13,705.96
	<hr/>

Balance at End of Period	£113,348.89
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Balances at Bank

Current Account	£113,344.16
Card	£0.00
Cash in Hand	£4.73
	<hr/>
	£113,348.89

Clerk

Sign

R. Evans

Date

1/11/23

Chairman

Sign

N. Matthews

Date

8/11/23

BLAENAVON TOWN COUNCIL

Income & Expenditure Statement 2023 - 2024



Period

OCT

	ACTUAL		BUDGET		VAR
INCOME					
BTC	£ -		£ -		£0.00
PRECEPT	£ -		£ -		£0.00
VAT RECEIPTS	£ -		£ -		£0.00
REVENUE	£ -		£ -		£0.00
HBO	£ -		£ -		£0.00
COMMUNITY BREW INCOME	£ -		£ -		£0.00
OTHER RECEIPTS	£ 1,620.00		£ -		£1,620.00
	£ 1,620.00		£ -		£1,620.00
EXPENDITURE					
SALARY	£ 7,695.00		£ 7,695.00		£0.00
ELECTION COSTS	£ -		£ -		£0.00
ESTABLISHMENT COSTS	£ 2,041.06		£ 2,041.06		£0.00
COUNCILLOR ALLOWANCE	£ -		£ -		£0.00
HOSPITALITY	£ -		£ -		£0.00
PROJECTS	£ 1,310.61		£ 1,310.61		£0.00
GRANTS	£ 2,500.00		£ 2,500.00		£0.00
COMMUNITYBREW	£ -		£ -		£0.00
VAT	£ 159.29		£ 159.29		£0.00
	£ 13,705.96		£ 13,705.96		£0.00

CLERK

SIGN

K. Pave

DATE

1/11/23

CHAIRMAN

SIGN

N. Matthews

DATE

8/11/23

DATE

1/11/23.

DATE

8/11/23

