



15th June 2022

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 22nd of June 2022 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 presentations from co-option candidates for the role of Blaenavon Town Councillor.
5. To make a determination and ratify the appointment of three co-opted Blaenavon Town Councillors.
6. **Mayor's Announcements:** To receive the Mayor's announcements.
7. **Council Meeting:** To confirm the minutes of the Full Council meeting held on the 25th of May 2022.
8. **Chief Officer's Update:** To receive the Chief Officer's update.
9. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.

10. To receive a presentation from Cllr Marc Harris regarding a potential project located at Unity Fields Blaenavon.
11. To receive an update regarding the Community Brew Project (**Participatory Budget**) from Cllr Marc Harris.
12. To discuss potential Town Council projects for allocation into the Project Action Plan 2022/23. Relevant updates or new projects as notified.
13. To receive, discuss and make a determination regarding planning applications.
 - **SPRI/22/P/0341/FUL**
14. To receive, discuss and make a determination regarding donation requests.
15. To receive, discuss and make any relevant determinations concerning items relating to correspondence.
 - E-mail received from the Blaenavon Branch of the Royal British Legion dated the 13th of June 2022.
16. 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 22nd of June 2022 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 27th of July 2022**.

In attendance:

Councillor A. Jones (In the Chair)

Councillors in attendance: G. James, M. Wheeler, J. Hunt, L. Cowles, M. Harris, L. Evans, T. Porter.

Officers: Kevin Warren (Chief Officer), Kerry Jones (Assistant Chief Officer).

Visitors: A. Beavan, S. Keen, D. Williams, N. Matthews

Members of the public: S. Evans

The Full Council meeting was opened at 6:30pm by the Mayor Councillor Alan Jones 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 Goddard – Prior arrangement

It was proposed by Cllr Cowles and seconded by Cllr James that apologies be accepted. All members in agreement.

Resolved. Apology accepted.

3.Declarations of Interest:

- Cllr Cowles – Agenda items 13 & 16. **Personal Interest**
- Cllr Evans – Agenda item 16. **Personal Interest**
- Cllr Wheeler – Agenda item 4. **Personal Interest**

- Cllr Jones – Agenda item 4. **Prejudicial Interest**

5. To make a determination and ratify the appointment of three co-opted Blaenavon Town Councillors.

The three elected members are:

- Annalisa Beavan
- Ian Parfitt
- Nathan Matthews

It was proposed by Cllr Cowles and seconded by Cllr Hunt that all three candidates be ratified in the office of Blaenavon Town Councillors. All members in agreement.

Resolved: Three candidates elected to office of Blaenavon Town Councillor.

7. Council Meetings: To confirm the minutes of the Full Council meeting held on the 25th of May 2022.

Minutes were read for accuracy with no amendments. This was proposed by Cllr L. Cowles and seconded by Cllr L. Evans. Minutes be accepted.

Resolved: Minutes approved as a true and accurate record.

12. To discuss potential Town Council projects for allocation into the Project Action Plan 2022/23. Relevant updates or new projects as notified.

None received.

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

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

DEVELOPMENT PROPOSED: To enlarge the training pitch at Forgeside RFC

LOCATION: Forgeside, Blaenavon

Resolved. No objections from members.

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

None received.

15. To receive, discuss and make any relevant determinations concerning items relating to correspondence.

An email from the Blaenavon Branch of the Royal British Legion was received giving thanks to Blaenavon Town Council for the generous Community Brew grant allocation of £2,266.00

for their project, enabling them to purchase tooling equipment to maintain the Cenotaph, memorial gardens, and war graves St Peter's church.

Resolved. Members noted update.

16. Other Matters

- Donation request from Caitlin Gingell, Torfaen Museum Trust.

The Chief Officer forwarded to members an email requesting £2k in support of a project at the museum.

Members had an in-depth discussion. A determination was made not to award funding at this time. If, in the future the museum required funding on a project that would benefit Blaenavon residents, then to resubmit a donation request for consideration.

It was proposed by Cllr James and seconded by Cllr Cowles not to approve the request. All members in agreement.

Resolved. Members declined donation request. Chief Officer to inform Torfaen Museum Trust.



**BLAENAVON TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON WEDNESDAY 22nd June 2022 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:

Councillor A. Jones (In the Chair)

Councillors in attendance: G. James, M. Wheeler, J. Hunt, L. Cowles, M. Harris, L. Evans, T. Porter.

Officers: Kevin Warren (Chief Officer), Kerry Jones (Assistant Chief Officer).

Visitor: A. Beavan, S. Keen, D. Williams, N. Matthews (Co-option Candidates)

Members of the public: S. Evans

The Full Council meeting was opened at 6:30pm by the Mayor Councillor Alan Jones who welcomed everyone and expressed thanks for attendance.

1. To receive any questions from the public.

None received.

2. Apologies:

Cllr N. Goddard – Prior arrangement.

It was proposed by Cllr Cowles and seconded by Cllr James that apologies be accepted. All members in agreement.

Resolved. Apology accepted.

3. Declarations of interest

- Cllr Cowles – Agenda items 13 & 16. **Personal Interest**
- Cllr Evans – Agenda item 16. **Personal Interest**
- Cllr Wheeler – Agenda item 4. **Personal Interest**
- Cllr Jones – Agenda item 4. **Prejudicial Interest**

4. To receive presentations from co-option candidates for the role of Blaenavon Town Councillor.

At this point, Cllr Jones vacated the chair and left the chamber having declared a prejudicial interest. Cllr James assumed the position of Chairman during the presentations by co-option candidates and the voting process.

Four candidates gave presentations individually to members namely David Williams, Annalisa Beavan, Sandra Keen and Nathan Matthews.

Cllr James thanked all of the candidates for attending and delivering their presentations.

A voting process took place by members based on the expressions of interest submitted by candidates which included their presentations.

At the conclusion of the voting process the three co-opted members were:

- Annalisa Beavan
- Ian Parfitt
- Nathan Matthews

Resolved: Three Co-opted Cllrs were successful

5. To make a determination and ratify the appointment of the three co-opted Blaenavon Town Councillors.

Cllr Jones then returned to chamber and assumed the role of Chairman.

It was proposed by Cllr Cowles and seconded by Cllr Hunt that all three candidates be ratified in the office of Blaenavon Town Councillors. All members in agreement.

Resolved: Three candidates elected to office of Blaenavon Town Councillor.

6. Mayor's Announcements

The Mayor Cllr Jones provided members with a summary of events and functions attended during the last month, these being.

- Together with Cllr Cowles attended Blaenavon Bowls Club, tennis courts and pavilion areas to discuss ASB and damage by youths. Police are also working on these issues and will increase patrols to the areas.
- Met with Rebecca Hartley, TCBC to discuss the Place Plan initiative for Blaenavon and the levelling up fund grant.
- Held discussions with Dave Leech, TCB to discuss the Ken Jones statue. A further meeting is planned for July 2022. Members will be updated following this meeting.
- On the 20th of June 2022 attended the Royal British Legion flag raising event to celebrate Armed Forces Day. Attendance by Town Cllrs was notably extremely poor with only Cllr Jones and Cllr James along with the Chief Officer and Assistant Chief Officer attending.

Cllrs Jones and James laid wreaths on behalf of Blaenavon Town Council and the Royal British Legion. The Chief Officer laid a wreath marking the 40th anniversary of the Falklands war.

- The Mayor explained he has had regular phone consultations with the Chief Officer concerning council business.
- Thanks was provided to Cllr James and the Chief Officer recognising their hard work for the planning and delivery of the Queen's Platinum Jubilee event.

Resolved: Members noted the update.

7. To confirm the minutes of the Full Council meeting held on the 25th of May 2022.

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

The confirmation of the minutes was proposed by Cllr Cowles and seconded by Cllr Evans. All members in agreement.

Resolved: Minutes accepted as a true record.

8. Chief Officer's Update.

Mr Warren provided the following update for members:

Item 9 within the minutes relating to the Town Council's annual return for 2021/22. This has now been completed and together with all the requested documentation from Audit Wales has been sent to them via recorded delivery on the 10th of July 2022.

Item 11 within the minutes regarding the ratification of payments to the Community Brew project. Three payments have been transacted to the following groups.

- Heritage theatre productions - £3k
- Blaenavon Scout Group - £2,276
- British Legion – Blaenavon Branch - £2,226

There is just over £3k left in the Community Brew budget and therefore the remaining payments will be made to the other groups when the second tranche of funding is received.

Item 12 within the minutes, all the Cllr allowances have now been transacted.

Item 14 within the minutes, the Workmen's Hall has been booked for the 24th of September 2022 for the charity concert.

Item 17 within the minutes, regarding last month's donation request and as per members instructions payment of £250 has been transacted to Sandra Keen in support of the project at Avondale Gardens.

An email has been received from Sandra thanking the Town Council for their generous support

On the 31st of May 2022, together with Cllr Cowles, the Chief Officer met with Nathan Matthews who has submitted an expression of interest form to the Town Council as part of the Co-option process.

On the 2nd of June 2022, the Chief Officer attended the Platinum Jubilee event at Big Pit together with Cllrs James, Wheeler, and Hunt. This was discussed previously at the Finance meeting but what a really lovely event this was.

On the 10th of June 2022, the Chief Officer held a team's meeting with representatives from TCBC's sports development team, to discuss the management of the family engagement projects and other associated projects as we move through the summer months. All projects are in hand, and the provisions will be delivered with a review date of September 2022.

On the 13th of June 2022 together with Cllrs Jones and Cowles the Chief Officer attended a meeting in the Workmen's Hall regarding the Healthy Blaenavon network review and plan presented by Emma Davies McIntosh. This depicted the work delivered within the community by the role of the Healthy Blaenavon Officer within the employment of the Town Council.

The presentation was questionable in terms of the Town Council's role and as such the Mayor has requested a face to face meeting with Emma to discuss the content and accuracy of the presentation.

On the 14th and 15th of June 2022 the Chief Officer had meetings with Paul Egan from One Voice Wales regarding the up-and-coming legislation within the Local Government and Elections Act 2021. Also received was and some guidance relating to the multiple candidates voting legislation for co-option.

Members will be briefed in the next few weeks in relation to training plans and financial toolkits that will need to be completed over the next few months and forms part of our on-going review of the council's governance and financial accountability strategy.

This needs to comply with the newly stipulated legislation within the 2021 act. Standing Orders will be updated in the next few weeks.

On the 16th of June 2022, the Chief Officer met with Sandra Keen who has submitted an expression of interest form to the Town Council as part of the Co-option process.

As per the update last month, thirty-eight hanging baskets have now been erected across the town by Chris Langford.

An update in relation to the damage to the crib. The offender appeared before Cwmbran Youth Court on the 14th of June 2022 and the matter has now been referred to the Youth Offending Bureau in July 2022. PC Kelly will provide an update regarding the sentencing outcome.

The Mayor thanked the Chief Officer for his monthly update.

Resolved: Members noted the updates.

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

Cllr Wheeler informed members that he attended the Mic Morris community meeting on the 22nd of June 2022. Unfortunately, the meeting had been cancelled and he had not been informed. He was the only attendee to arrive.

Cllr Harris attended remotely a meeting for the World Heritage Day. There were no further updates with the event taking place on Saturday.

Cllr Porter attended Blaenavon Heritage Primary School meeting. A new head, Anna Britton, formerly of Ponthir has been appointed.

The annual budget has been agreed. Hope Government Wales gave a presentation and asked about the replacing of the Healthy Blaenavon Officer role. The next meeting has been preliminary arranged for the 14th of July 2022.

Cllr Evans attended the World Heritage Steering Group meeting. Much of the meeting was dedicated to the Place Plan Initiative and LUF grant.

Nick Thomas-Symonds can either support Blaenavon or Pontypool and can offer a letter in support for the other town.

There is a lot of preparation work being conducted for the submission to UNESCO

UNESCO
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to see if Blaenavon is still eligible for World Heritage Status.

Cllr Evans was asked about the donation from the Town Council for the World Heritage Day and confirmed the donation amount given.

Cllr Jones discussed with members that after a donation of £3k from the Town Council, which enabled the event to go ahead, there had been no formal invites received for Cllrs. Cllr Jones will contact Ashleigh Taylor to discuss and update members.

Cllr Harris added there are a good team of people now in place and felt that lessons had been learnt during the planning for this year's event. Hopefully, having gained experience, next year will run more smoothly.

Resolved: Members noted the updates

10. To receive a presentation from Cllr Marc Harris regarding a potential project located at Unity Fields Blaenavon

Cllr Harris provided members with an overview of the project and potential partnership working with TCBC, Bron Afon and Melin Homes on a large area of land located between Ty Fry and Heritage Gardens. Currently the area is neglected, unmanaged and not used.

Enquiries are ongoing into land ownership.

Potentially, the space could be developed to include:

- Wildflower meadow, benches, and seating areas.
- Adding to and upgrading existing paths.
- Dog walking area.
- Community engagement area including schools and tourism.
- On site composting.
- Information boards.

The project is in its first stages and has enormous potential with minimal cost and could improve the green infrastructure of the town.

The Chief Officer added that Rachel Carter from One Voice Wales is the lead for 'Local Places for Nature' and has contacted him to give a presentation to the Town council. This would be an excellent resource for information and guide to apply for bids for the project.

Resolved: Members noted update.

11. To receive an update from Cllr Marc Harris regarding the Community Brew Project (Participatory Budget)

Cllr Harris provided members with an update explaining that the Council are awaiting funds from TCBC so payments can be made to the outstanding groups.

Projects that are submitted to the VocalEyes platform will sit in 'pending.' All projects will be made 'active' for voting on the same date. Therefore, all projects will have the same timescale for people to vote.

Currently there are two projects submitted. A total of £47k has been awarded in this round.

Resolved: Members noted update

12. To discuss potential Town Council projects for allocation into the Project Action Plan 2022/23. Relevant updates or new projects as notified.

None received.

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

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

DEVELOPMENT PROPOSED:

To enlarge the training pitch at Forgeside RFC

LOCATION: Forgeside, Blaenavon

Resolved. No objections from members.

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

None received

15. To receive, discuss and make any relevant determinations concerning items relating to correspondence.

An email from the Blaenavon Branch of the Royal British Legion was received giving thanks to Blaenavon Town Council for the generous Community Brew grant allocation of £2,266.00 for their project.

This enabled them to purchase tooling equipment to maintain the Cenotaph memorial gardens and war graves St Peter's Church.

Resolved: Members noted the update.

16. Other matters (at discretion of the Chairman)

- Donation request from Caitlin Gingell - Torfaen Museum Trust.

The Chief Officer forwarded to members an email requesting £2k in support of a project at the museum.

An in-depth discussion took place amongst members with a determination being made not to award funding at this time.

Members reiterated that if in the future the museum required funding on a project that would benefit Blaenavon residents, then to resubmit a donation request for consideration.

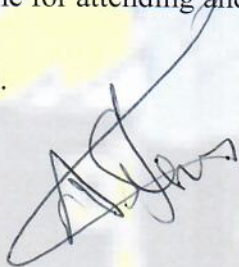
It was proposed by Cllr James and seconded by Cllr Cowles not to approve the request. All members in agreement.

Resolved: Members declined donation request. Chief Officer to inform Torfaen Museum Trust.

The Mayor thanked everyone for attending and closed the meeting.

At 19.51 the meeting ended.

Chairman Signed:



Date: 27/07/22.