



**7th June 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 14th of June 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.

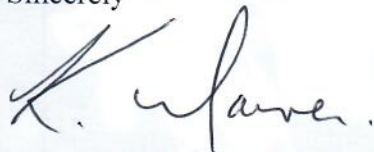
Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least three working days' notice in writing of the question has been provided to the Clerk.

### **Agenda**

1. To receive any questions from the public.
2. To receive and accept apologies.
3. **Declarations of Interest:** Members are invited to declare any interests they may have in any items on the agenda.
4. To receive an update from Rebecca Hartley (**Team Leader Strategic Place Projects - TCBC**) relating to the World Heritage Site Periodic Review.
5. **Council Meetings:** To confirm the minutes of the Council Finance meeting held on the 10th of May 2023.
6. To discuss and make any relevant determinations regarding the World Heritage Site Periodic Review final draft documents as received from TCBC on the 7th of June 2023.
7. To discuss and make any relevant determinations regarding the documentation relating to the Community Review as received from TCBC on the 7<sup>th</sup> of June 2023.

8. To discuss and make any relevant determinations regarding the award of the Townscape Heritage Project grant to the former Market Tavern building.
9. To receive discuss and make any relevant determinations regarding an update from the Community Fun Day Working Group.
10. To discuss and make a determination regarding the location and date for the next Blaenavon Town Council litter pick.
11. To discuss and make any relevant determinations regarding the volume of litter within the Gilchrist Thomas Industrial Estate.
12. To discuss and make a determination regarding the authorisation of the Rec Rock music festival project at the Workmen's Hall in August 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.
  - Sophie Johnson (CWDO) - Paddle Board Sessions at Keeper's Pond.
14. **Responsible Finance Officer's Update:** To receive and consider the May 2023 financial update.

Yours Sincerely



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



Summary (Notes) of the Finance Meeting of Blaenavon Town Council held on **Wednesday the 14<sup>th</sup> of June 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 Council Finance Meeting to be held on Wednesday the **12<sup>th</sup> of July 2023**.

**In attendance:**

Councillors in attendance: A. Beavan (In the Chair)

L. Cowles, N. Matthews, J. Hunt, L. Evans, S. Keen, M. Wheeler, A. Jones, M. Harris, T. Porter (online).

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

Visitors: Rebecca Hartley (Team Leader Strategic Place Projects - TCBC, online)

Member of public: Mr Ross Metcalfe.

The finance meeting was opened at 6:30pm by the Deputy Mayor Councillor Annalisa Beavan 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 Parfitt – Holiday.
- Cllr James – Childcare issue.

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

All members in agreement.

**Resolved:** Apologies accepted.

**3. Declarations of Interest.**

- Cllr Harris – item 9 – Prejudicial.
- Cllr Matthews – item 11 – Personal.

- **Resolved:** Members noted the declarations of interest.

**5. Council Meetings: To confirm the minutes of the Council Finance Meeting held on the 10<sup>th</sup> of May 2023.**

Minutes were read for accuracy with no amendments.

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

All members in agreement.

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

**6. To discuss and make any relevant determinations regarding the World Heritage Site Review final draft documents as received from TCBC on the 7<sup>th</sup> of June 2023.**

Cllr Beavan provided members with an overview of the Town Council submission requirements. The final draft requires sign off by members in order that it can be received by TCBC at the World Heritage executive board meeting.

Members approved and agreed to sign off the periodic review final draft enabling Cllr Matthews who is the appointed Blaenavon Town Council representative to provide authority to the board meeting on 11<sup>th</sup> July 2023.

It was proposed by Cllr Jones and seconded by Cllr Harris

All members in agreement.

**Resolved:** Cllr Matthews authorised to confirm sign off on behalf of Blaenavon Town Council at the World Heritage Site executive board meeting.

**7. To discuss and make any relevant determinations regarding the documentation relating to the Community Review as received from TCBC on the 7<sup>th</sup> of June 2023.**

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

Cllr Beavan provided an overview and informed members that TCBC have now published the survey on their social media accounts and website.

Currently, east, and west wards within Blaenavon have six Councillors per ward. Part of the review will recommend any changes in Councillor numbers and ward boundaries.

Members noted the poor quality of responses from other Town and Community Councils throughout the borough.

It was agreed that the Community Review Working Group will reconvene, discuss, and present to members their comments and recommendations at the July 2023 Full Council meeting prior to the closing date of the 30<sup>th</sup> of August 2023.

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

All members in agreement.

**Resolved:** Community Review Working Group to reconvene and update members at the July 2023 Full Council meeting.

**8. To discuss and make any relevant determinations regarding the award of the Townscape Heritage Project grant to the former Market Tavern building.**

The Chairman confirmed that the former Market Tavern public house townscape heritage grant application has been approved. The plans include refurbishing the building which would create five residential and two commercial units. Work is scheduled to commence from the 19<sup>th</sup> of June 2023.

It was also confirmed that planned refurbishments with funding from the townscape heritage project for the former Sugarloaf Catering premises on Broad Street has also been authorised. Work is also due to commence from the 19<sup>th</sup> of June 2023.

All members agreed that the refurbishments will enhance this area of the town as the former Market Tavern has been in a state of disrepair for a considerable length of time. Members discussed the grant application and whether the owner had match funded the grant for the former Market Tavern.

It was proposed by Cllr Jones that the Chief Officer explore the funding opportunities that have been received for the former Market Tavern from the townscape heritage project. This was seconded by Cllr Wheeler.

All members in agreement.

**Resolved:** Chief Officer to contact TCBC regarding the townscape heritage project funding offer for the former Market Tavern.

**9. To receive discuss and make any relevant determinations regarding an update from the Community Fun Day Working Group.**

At this point Cllr Harris left the chamber having declared a prejudicial interest.

Cllr Matthews provided members with an overview of plans for the event.

The event working group held a meeting on the 7<sup>th</sup> of June 2023 and provisionally decided on a country and western themed event on Saturday the 12<sup>th</sup> of August 2023 at Broad Street carpark between 12.00 – 5.00pm.

The event would run similarly to the Coronation event held in Forgeside with a band, bar, food stalls, children's entertainment, and disco.

A fancy-dress competition was proposed for adults and children with first, second and third prizes of £50, £30, and £20. Totalling £200.

Members were shown a copy of the draft letter including a booking form to confirm attendance which will be sent to traders. There will be no cost for local traders.

A budget of £2500 with a contingency of £500 was suggested.

Members had a discussion regarding the requirement of road closures in the immediate area. It was agreed that as the event will be contained within the carpark no closures were needed.

The Chief Assistant Officer informed members that she had contacted a balloon artist and face painter that the Town Council have used at previous events, unfortunately, neither were able to attend.

Kerry also contacted Kate, of G W Crafters to explore as to whether they could provide food stalls and entertainment on the day. Unfortunately, the response from traders has not been good. Kate will follow up enquiries and update Kerry in due course.

Twenty hay bales have been provisionally booked at a cost of £5.00 per bale with free delivery. They will be delivered on the morning and collected at 5.30pm.

Cllr Keen confirmed that the line dancing group can attend on the day.

The Chief Officer received an email confirming that the street trading license expires in June 2023. It is unsure if it can be renewed in time as this process can take 8 weeks or longer.

Members had a lengthy discussion around the renewal of the Street Trading License. It was proposed by Cllr Hunt that the Chief Officer contact TCBC to investigate as to whether a renewal application of the Town Council Street Trading License could be approved within the time scale. This was seconded by Cllr Harris.

All members in agreement.

**Resolved:** Chief Officer to contact TCBC Licensing Department to investigate the renewal of the Street Trading License.

**10. To discuss and make a determination regarding the location and date for the next Blaenavon Town Council litter pick.**

Cllr Beavan presented to members options in relation to days and times for future litter picking sessions.

The next litter picking session will take place at Coedcae Estate on Sunday 9<sup>th</sup> July 10.00a.m -12.00pm

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

All members in agreement.

**Resolved:** Litter pick to take place on Sunday 9<sup>th</sup> July 2023.

**11. To discuss and make any relevant determinations regarding the volume of litter within the Gilchrist Thomas Industrial Estate.**

Assistant Chief Officer provided members with an update following the recent litter pick at the Gilchrist Thomas Industrial Estate.

Litter throughout the estate was relatively low. Unfortunately, this changed dramatically on the approach road to Abergavenny Fine Foods factory, in particular the overflow parking area used by employees. This area was heavily littered with disposable coffee cups, sandwich wrappers and thousands of cigarette stubs which were impossible to remove by hand.

Kerry spoke with an employee who confirmed that the area was used by employees to park and that the coffee cups and sandwich wrappers were from the factory vending machines. He also confirmed that the area was used to smoke by employees.

The employee thanked the group for their efforts and requested if a letter could be sent to the factory so that they could be made aware of the problem.

Members discussed the issues of littering in the area it was agreed that businesses should take responsibility especially as the Gilchrist Thomas Industrial Estate is the gateway to Big Pit, our biggest tourist destination in the Borough.

Cllr Hunt proposed a letter to be sent to Abergavenny Fine Food factory to make them aware there is a problem that the staff are causing in the carpark/ lorry turning area. This was seconded by Cllr Keen.

All members in agreement.

Cllr Hunt proposed that the Assistant Chief Officer contact the Street Scene Team, TCBC, to request a street sweeper to attend the carpark/lorry turning area to clear the cigarette stumps. This was seconded by Cllr Evans.

All members in agreement.

**12. To discuss and make a determination regarding the authorisation of the Rec Rock music festival project at the Workmen's Hall in August 2023.**

This will be the third year this project has taken place.

It is run in partnership with Rec Rock and has always been very successful and popular, attended by 10 – 12 youths each year.

A booking has been made with Terry Gardner to hire the Workmen's Hall for six days during August. This consists of 3 days per week, five hours per day over two weeks. A total of 30 hours.

This year the room hire cost for the auditorium is £50 per hour. Totalling £1500 In addition to this Rec Rock costs are £2,400 for six days.

The project cost total: £3,900

The Town Council have not received an invoice from the Workmen's Hall for last year's Rec Rock event in August.

Members discussed at length the value for money principles and felt that this was not in keeping with the values. Suggestions of other venues were put forward to host the project.

It was proposed by Cllr Keen that to explore further opportunities based on value for money principles whilst retaining the booking at the Workmen's Hall. This was seconded by Cllr Jones.

All members in agreement.

**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.**

The proposed project was submitted to members by Sophie Johnson for their perusal prior to the meeting.

The Chief Officer presented the following project to members for discussion and subsequent determinations.

- **Paddle Board Sessions at Keeper's Pond.**

To work in partnership with Black Crow Paddleboarding to deliver free paddleboard sessions on Keeper's Pond during the summer holidays, as part of the Street Games Family Engagement Programme funding.

Black Crow will provide a fully qualified and insured instructor who will take groups onto the water for a one-hour session, catered to the group's abilities. All required risk assessments and health and safety checks would be undertaken by Black Crow prior to the activity.



Black Crow already offers group sessions and one to one lesson at various locations including Llandegfedd Reservoir and Langorse Lake.

It is proposed that two sessions are run back-to-back, 11am-12pm & 12pm-1pm, with each group being a maximum of five people with at least one adult taking part. This would mean a maximum of ten per session and, if run over five weeks, would enable up to fifty participants in total.

Total project cost £300.

Members held a brief discussion. Concerns were raised if permission needed to be obtained from MCC by Black Crow Paddle Boarding for use of the Keeper's Pond. All agreed that this was an excellent value for money project proposal.

Cllr Hunt recommended that the project is accepted providing that the appropriate permission is obtained.

This was proposed by Cllr Hunt and seconded by Cllr Jones to support the project.

All members in agreement.

**Resolved:** Project authorised. Chief Officer to contact Black Crow Paddle Boarding to discuss use of Keeper's Pond.

## **12. Responsible Finance Officer's Update: To receive and consider the May 2023 financial update.**

Mr Warren (RFO) forwarded to members the April 2023 financial reports 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
- Asset Register

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

Mr Warren thanked Cllrs Cowles, Wheeler, and Jones for their prompt responses in authorising spends during a very busy month in May, because of purchases for the coronation events.

There has been one addition to the asset register in May 2023 which was I.T hardware.

Members were invited to ask any questions in relation to the information presented. There were none.

Members were happy with the presentation.

**Resolved:** Financial update for May 2023 accepted by members.

Meeting ended at 19.47 hrs.



**BLAENAVON TOWN COUNCIL**  
**MINUTES OF THE COUNCIL FINANCE MEETING**  
**HELD ON WEDNESDAY 14th of June 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: A. Beavan (In the Chair) L. Cowles, N. Matthews, J. Hunt, L. Evans, S. Keen, M. Wheeler, A. Jones, M. Harris, T. Porter (online).

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

Visitors: Rebecca Hartley (Team Leader Strategic Place Projects - TCBC, online)

Member of public: Mr Ross Metcalfe.

The finance meeting was opened at 6:30pm by the Deputy Mayor Councillor Annalisa Beavan 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 Parfitt – Holiday
- Cllr James– Childcare issue

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

All members in agreement.

**Resolved:** Apologies accepted.

**3. Declarations of Interest.**

- Cllr Harris – item 9 – Prejudicial.
- Cllr Matthews – item 11 – Personal.

**Resolved:** Members noted the declarations of interest.

**4. To receive an update from Rebecca Hartley (Team Leader Strategic Place Projects - TCBC) relating to the World Heritage Site Periodic Review.**

Rebecca presented to members a presentation providing an overview of the periodic review which is conducted every ten years by UNESCO.

The previous review was undertaken in 2013 and concluded that the Outstanding Universal Value (OUV) had been maintained by the Blaenavon Partnership and that its condition was intact.

The key findings confirmed that most factors assessed had brought positive benefits to the area namely economic, social and community regeneration.

Out of the eighty two factors that could have a negative impact, only eight current risk areas were identified:

- Renewable energy – wind power.
- Water – erosion by surface water run-off.
- Illegal activities – landscape crime.
- Deliberate destruction of heritage – arson.
- Hyper-abundant species – bracken encroachment.
- Ground water pollution – Lower yard of Blaenavon Ironworks (This is being addressed).
- Livestock farming/grazing of domestic animals – importance of common land grazing to retain open character of the World Heritage Site.
- Changes in traditional ways of life and knowledge system – loss of traditional knowledge and practices lined to commons management.

Out of the seventy three areas assessed, only ten management actions were highlighted. Lots of these areas relate to specific UNESCO documents that are available to assist with managing the World Heritage Site.

All these actions will be considered when the World Heritage Site management plan is reviewed at the end of the year.

The Partnership Board meeting will take place in early July 2023 in order to agree and endorse the review.

The final review will then be submitted to UK Government State Party – DCMS will submit the review to UNESCO by the 31<sup>st</sup> of July 2023.

The outcome of the review is unlikely to be known for a number of years as there are hundreds of World Heritage Sites across Europe and North America.

Members raised the following questions:

What learning outcome has there been from presenting this review to media, so that there will not ever be somebody highlighting, unreasonably, a focus on risk again?

Rebecca explained that all eight risks are known to the World Heritage partnership and actions are in place to manage them. Rebecca requested for the article to be forwarded to her.

Members expressed congratulations to the partnership on all the hard work that has gone into the periodic review and that the Town Council are very committed to supporting the World Heritage Site going forward.

Cllr Beavan thanked Rebecca for her attendance and providing a very thorough summary.

**Resolved:** Members noted the update.

**5. Council Meetings: To confirm the minutes of the Meeting held on the 10<sup>th</sup> of May 2023.**

Minutes were read for accuracy with no amendments.

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

All members in agreement.

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

**6. To discuss and make any relevant determinations regarding the World Heritage Site Review final draft documents as received from TCBC on the 7<sup>th</sup> of June 2023.**

Cllr Beavan provided members with an overview of the Town Council submission requirements. The final draft requires sign off by members in order that it can be received by TCBC at the World Heritage executive board meeting.

Members approved and agreed to sign off the periodic review final draft enabling Cllr Matthews who is the appointed Blaenavon Town Council representative to provide authority to the board meeting on 11<sup>th</sup> July 2023.

It was proposed by Cllr Jones and seconded by Cllr Harris

All members in agreement.

**Resolved:** Cllr Matthews authorised to confirm sign off on behalf of Blaenavon Town Council at the World Heritage Site executive board meeting.

**7. To discuss and make any relevant determinations regarding the documentation relating to the Community Review as received from TCBC on the 7<sup>th</sup> of June 2023.**

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

Cllr Beavan provided an overview and informed members that TCBC have now published the survey on their social media accounts and website.

Currently, east, and west wards within Blaenavon have six Councillors per ward. Part of the review will recommend any changes in Councillor numbers and ward boundaries.

Members noted the poor quality of responses from other Town and Community Councils throughout the borough.

It was agreed that the Community Review Working Group will reconvene, discuss, and present to members their comments and recommendations at the July 2023 Full Council meeting prior to the closing date of the 30<sup>th</sup> of August 2023.

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

All members in agreement.

**Resolved:** Community Review Working Group to reconvene and update members at the July 2023 Full Council meeting.

**8. To discuss and make any relevant determinations regarding the award of the Townscape Heritage Project grant to the former Market Tavern building.**

The Chairman confirmed that the former Market Tavern public house townscape heritage grant application has been approved. The plans include refurbishing the building which would create five residential and two commercial units. Work is scheduled to commence from the 19<sup>th</sup> of June 2023.

It was also confirmed that planned refurbishments with funding from the townscape heritage project for the former Sugarloaf Catering premises on Broad Street has also been authorised. Work is also due to commence from the 19<sup>th</sup> of June 2023.

All members agreed that the refurbishments will enhance this area of the town as the former Market Tavern has been in a state of disrepair for a considerable length of time. Members discussed the grant application and whether the owner had match funded the grant for the former Market Tavern.

It was proposed by Cllr Jones that the Chief Officer explore the funding opportunities that have been received for the former Market Tavern from the townscape heritage project. This was seconded by Cllr Wheeler.

All members in agreement.

**Resolved:** Chief Officer to contact TCBC regarding the townscape heritage project funding offer for the former Market Tavern.

**9. To receive discuss and make any relevant determinations regarding an update from the Community Fun Day Working Group.**

At this point Cllr Harris left the chamber having declared a prejudicial interest.

Cllr Matthews provided members with an overview of plans for the event.

The event working group held a meeting on the 7<sup>th</sup> of June 2023 and provisionally decided on a country and western themed event on Saturday the 12<sup>th</sup> of August 2023 at Broad Street carpark between 12.00 – 5.00pm.

The event would run similarly to the Coronation event held in Forgeside with a band, bar, food stalls, children's entertainment, and disco.

A fancy-dress competition was proposed for adults and children with first, second and third prizes of £50, £30, and £20 totalling £200.

Members were shown a copy of the draft letter including a booking form to confirm attendance which will be sent to traders. There will be no cost for local traders.

A budget of £2500 with a contingency of £500 was suggested.

Members had a discussion regarding the requirement of road closures in the immediate area. It was agreed that as the event will be contained within the carpark no closures were needed.

The Assistant Chief Officer (Kerry Jones) informed members that she had contacted a balloon artist and face painter that the Town Council have used at previous events, unfortunately, neither were able to attend.

Kerry also contacted Kate, of G W Crafters to explore as to whether they could provide food stalls and entertainment on the day. Unfortunately, the response from traders has not been good. Kate will follow up enquiries and update Kerry in due course.

Twenty hay bales have been provisionally booked at a cost of £5.00 per bale with free delivery. They will be delivered on the morning and collected at 5.30pm.

Cllr Keen confirmed that the line dancing group can attend on the day.

The Chief Officer received an email confirming that the street trading license expires in June 2023. It is unsure if it can be renewed in time as this process can take 8 weeks or longer.

Members had a lengthy discussion around the renewal of the Street Trading License.

It was proposed by Cllr Hunt that the Chief Officer contact TCBC to investigate as to whether a renewal application of the Town Council Street Trading License could be approved within the time scale. This was seconded by Cllr Harris.

All members in agreement.

**Resolved:** Chief Officer to contact TCBC Licensing Department to investigate the renewal of the Street Trading License.

**10. To discuss and make a determination regarding the location and date for the next Blaenavon Town Council litter pick.**

At this point Cllr Harris returned to the chamber.

Cllr Beavan presented to members options in relation to days and times for future litter picking sessions.

The next litter picking session will take place at Coedcae Estate on Sunday the 9<sup>th</sup> of July between 10.00a.m -12.00pm

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

All members in agreement.

**Resolved:** Litter pick to take place on Sunday 9<sup>th</sup> July 2023.

**11. To discuss and make any relevant determinations regarding the volume of litter within the Gilchrist Thomas Industrial Estate.**

The Assistant Chief Officer provided members with an update following the recent litter pick at the Gilchrist Thomas Industrial Estate.

Litter throughout the estate was relatively low. Unfortunately, this changed dramatically on the approach road to Abergavenny Fine Foods factory, in particular the overflow parking area used by employees. This area was heavily littered with disposable coffee cups, sandwich wrappers and thousands of cigarette stubs which were impossible to remove by hand.

Kerry spoke with an employee who confirmed that the area was used by employees to park and that the coffee cups and sandwich wrappers were from the factory vending machines. He also confirmed that the area was used to smoke by employees.

The employee thanked the group for their efforts and requested if a letter could be sent to the factory so that they could be made aware of the problem.

Members discussed the issues of littering in the area it was agreed that businesses should take responsibility especially as the Gilchrist Thomas Industrial Estate is the gateway to Big Pit, our biggest tourist destination in the Borough.

Cllr Hunt proposed a letter to be sent to Abergavenny Fine Food factory to make them aware there is a problem that the staff are causing in the carpark/ lorry turning area. This was seconded by Cllr Keen.

All members in agreement.

Cllr Hunt proposed that the Assistant Chief Officer contact the Street Scene Team, TCBC, to request a street sweeper to attend the carpark/lorry turning area to clear the cigarette stumps. This was seconded by Cllr Evans.



All members in agreement.

**Resolved:** Chief Officer to send a letter to Abergavenny Fine Foods and to contact TCBC to request a street sweeper to attend the car park.

**12. To discuss and make a determination regarding the authorisation of the Rec Rock music festival project at the Workmen's Hall in August 2023.**

It was explained to members that this will be the third year this project has taken place.

It is run in partnership with Rec Rock and has always been very successful and popular, attended by 10 – 12 youths each year.

A booking has been made with Terry Gardner to hire the Workmen's Hall for six days during August 2023. This consists of three days per week, five hours per day over two weeks. A total of thirty hours.

This year the room hire cost for the auditorium is £50 per hour totalling £1500. In addition to this Rec Rock costs are £2,400 for six days. The project cost total is £3,900.

The Town Council have not received an invoice from the Workmen's Hall for last year's Rec Rock event in August 2022

Members discussed at length the value for money principles and felt that this was not in keeping with the values. Suggestions of other venues were put forward to host the project.

It was proposed by Cllr Keen to explore further location opportunities based on value for money principles whilst retaining the booking at the Workmen's Hall.

This was seconded by Cllr Jones.

All members in agreement.

**Resolved:** Chief Officer to explore further location opportunities to host the Rec Rock event.

**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.**

A proposed project was submitted to members by Sophie Johnson for their perusal prior to the meeting.

The Chief Officer presented the following project to members for discussion and subsequent determinations.

- **Paddle Board Sessions at Keeper's Pond.**

To work in partnership with Black Crow Paddleboarding to deliver free paddleboard sessions on Keeper's Pond during the summer holidays, as part of the Street Games Family Engagement Programme funding.

Black Crow will provide a fully qualified and insured instructor who will take groups onto the water for a one-hour session, catering for the group's abilities. All required risk assessments and health and safety checks would be undertaken by Black Crow prior to the activity.

Black Crow already offers group sessions and one to one lesson at various locations including Llandegfedd reservoir and Langorse lake.

It is proposed that two sessions are run back-to-back, 11am-12pm & 12pm-1pm, with each group being a maximum of five people with at least one adult taking part. This would mean a maximum of ten per session and, if run over five weeks, would enable up to fifty participants in total.

Total project cost is £300.

Members held a brief discussion. Concerns were raised if permission needed to be obtained from Monmouthshire County Council by Black Crow Paddle Boarding for use of the Keeper's Pond. All agreed that this was an excellent value for money project proposal.

Cllr Hunt recommended that the project is accepted providing that the appropriate permission is obtained.

This was proposed by Cllr Hunt and seconded by Cllr Jones to support the project.

All members in agreement.

**Resolved:** Project authorised. Chief Officer to contact Black Crow Paddle Boarding to discuss use of Keeper's Pond.

#### **14. Responsible Finance Officer's Update: To receive and consider the May 2023 financial update.**

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

- Income and Expenditure
- Credit Card Payments
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- Project Expenditure
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Mr Warren presented to members each of the above areas of finance for May 2023 and highlighted any relevant information.

Mr Warren thanked Cllrs Cowles, Wheeler, and Jones for their prompt responses in authorising spends during a very busy month in May, because of purchases for the coronation events.

There has been one addition to the asset register in May 2023 which was I.T hardware.

Members were invited to ask any questions in relation to the information presented. There were none.

Members were happy with the presentation.

**Resolved:** Financial update for May 2023 accepted by members.

Meeting ended at 19.47 hrs.

Chairman Signed: 

Date: 12/07/23.



BLAENAVON TOWN COUNCIL  
*CYNGOR TREF BLAENAFON*

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**Blaenavon Town Council**

**Finance Update**

**June 2023**

# BLAENAVON TOWN COUNCIL



## Bank Reconciliation 2023 - 2024

### Bank Reconciliation

JUN

#### Opening Balance

Current Account	£125,815.74
Card	£0.00
Cash in Hand	£4.73
	<hr/>
	<b>£125,820.47</b>

Add Receipts in Period	£0.00
Less Payments in Period	£31,464.67
	<hr/>

Balance at End of Period **£94,355.80**

#### Balances at Bank

Current Account	£94,351.07
Card	£0.00
Cash in Hand	£4.73
	<hr/>
	<b>£94,355.80</b>

Clerk

Sign

*K. Lane*

Date

4/7/23

Chairman

Sign

*d. Beaman*

Date

12/07/22

# BLAENAVON TOWN COUNCIL

## Income & Expenditure Statement 2023 - 2024



Period

JUN

	ACTUAL	BUDGET	VAR
<b>INCOME</b>			
BTC	£ -	£ -	£0.00
PRECEPT	£ -	£ -	£0.00
VAT RECEIPTS	£ -	£ -	£0.00
REVENUE	£ -	£ -	£0.00
HBO	£ -	£ -	£0.00
COMMUNITY BREW INCOME	£ -	£ -	£0.00
OTHER RECEIPTS	£ -	£ -	£0.00
	<b>£ -</b>	<b>£ -</b>	<b>£0.00</b>
<b>EXPENDITURE</b>			
SALARY	£ 9,884.09	£ 9,884.09	£0.00
ELECTION COSTS	£ -	£ -	£0.00
ESTABLISHMENT COSTS	£ 5,050.11	£ 5,050.11	£0.00
COUNCILLOR ALLOWANCE	£ 4,496.00	£ 4,496.00	£0.00
HOSPITALITY	£ -	£ -	£0.00
PROJECTS	£ 9,448.92	£ 9,448.92	£0.00
GRANTS	£ 700.00	£ 700.00	£0.00
COMMUNITYBREW	£ -	£ -	£0.00
VAT	£ 1,885.55	£ 1,885.55	£0.00
	<b>£ 31,464.67</b>	<b>£ 31,464.67</b>	<b>£0.00</b>

CLERK

SIGN

*K. Ingham*

DATE

4/7/23

CHAIRMAN

SIGN

*dbeavan*

DATE

12/07/23

## BLAENAVON TOWN COUNCIL

### BACS Payments 2023 - 2024





MONTH

JUN

DATE	CATEGORY	DESCRIPTION	NET	VAT	TOTAL
27-Apr-2023	GRANTS / DONATION	SEPSIS CHARITY	£ 250.00	£ -	£ 250.00
15-May-2023	ESTABLISHMENT	MOBILE PHONES	£ 62.50	£ 12.50	£ 75.00
17-May-2023	ESTABLISHMENT	TRAINING - CLLR KEEN	£ 114.00	£ -	£ 114.00
1-Jun-2023	PROJECTS	WELLBEING EVENT	£ 258.00	£ -	£ 258.00
7-Jun-2023	PROJECTS	CHILDREN'S LUNCH BAGS	£ 90.00	£ -	£ 90.00
7-Jun-2023	ESTABLISHMENT	BROADBAND	£ 38.50	£ 7.70	£ 46.20
7-Jun-2023	PROJECTS	T - SHIRTS	£ 396.00	£ 79.20	£ 475.20
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR MATTHEWS	£ 1,708.00	£ -	£ 1,708.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR BEAVAN	£ 708.00	£ -	£ 708.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR JONES	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR COWLES	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR PARFITT	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR KEEN	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR HARRIS	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR HUNT	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR PORTER	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR EVANS	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR JAMES	£ 208.00	£ -	£ 208.00
8-Jun-2023	COUNCILLOR ALLOWANCE	CLLR WHEELER	£ 208.00	£ -	£ 208.00
8-Jun-2023	PROJECTS	HALL HIRE	£ 120.00	£ -	£ 120.00
8-Jun-2023	ESTABLISHMENT	OWL HYBRID INSTALLATION	£ 187.00	£ -	£ 187.00
9-Jun-2023	ESTABLISHMENT	CONFERENCE FEES	£ 300.00	£ -	£ 300.00
9-Jun-2023	PROJECTS	XMAS LIGHTS	£ 7,401.69	£ 1,480.34	£ 8,882.03
12-Jun-2023	ESTABLISHMENT	BTC POLO SHIRTS	£ 77.70	£ 15.54	£ 93.24
13-Jun-2023	ESTABLISHMENT	GAS BILL	£ 262.39	£ 13.12	£ 275.51
13-Jun-2023	ESTABLISHMENT	GAS BILL	£ 305.56	£ 15.28	£ 320.84
13-Jun-2023	ESTABLISHMENT	GAS BILL	£ 349.68	£ 17.48	£ 367.16

13-Jun-2023	ESTABLISHMENT	GAS BILL	£	232.26	£	11.61	£	243.87
13-Jun-2023	ESTABLISHMENT	GAS BILL	£	175.96	£	8.80	£	184.76
20-Jun-2023	SALARY	REIMBURSEMENT OF PAYROLL	£	2,189.09	£	-	£	2,189.09
20-Jun-2023	PROJECTS	HANGING BASKETS	£	800.00	£	160.00	£	960.00
22-Jun-2023	PROJECTS	BUS TRAVEL TO PONTYPOOL	£	180.00	£	-	£	180.00
26-Jun-2023	ESTABLISHMENT	IT SUPPORT	£	105.00	£	21.00	£	126.00
26-Jun-2023	ESTABLISHMENT	RENT BILL	£	1,000.00	£	-	£	1,000.00
26-Jun-2023	ESTABLISHMENT	OFFICE CLEANING	£	83.36	£	-	£	83.36
26-Jun-2023	ESTABLISHMENT	WINDOW CLEANING	£	25.00	£	-	£	25.00
29-Jun-2023	GRANTS / DONATION	KAI POWELL	£	200.00	£	-	£	200.00
29-Jun-2023	GRANTS / DONATION	BETHEHEM CHAPEL	£	250.00	£	-	£	250.00
							<b>£</b>	<b>21,792.26</b>

CLERK  
SIGN   
DATE 4/7/23

CHAIRMAN  
SIGN   
DATE 12/6/23









DATE

4/7/23

DATE

12/07/23



