



15th January 2020

Dear Councillor;

You are hereby summoned to attend a **FULL COUNCIL MEETING** in the **COUNCIL CHAMBER, 101 High Street, Blaenavon, at 6:30 pm on WEDNESDAY 22nd JANUARY 2020.**

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

Agenda

1. To receive any questions from the public.
2. To receive and accept apologies
3. **Declarations of Interest:** Members are invited to declare any interests they may have in any items on the agenda.
4. To receive an update from Mr Julian Davenne (**Torfaen Play Service Manager**) regarding the annual financial contribution made by Blaenavon Town Council to Torfaen Play Service.
5. **Chairman's Announcements:** To receive Chairman's announcements.
6. **Council Meeting:** To confirm the minutes of the Full Council meeting held on the 27th November 2019.
7. To ratify the Town Council Budget and Precept for 2020/21
8. To receive an update from Rebecca Smith, Healthy Blaenavon Officer.
9. **Clerk's Update:** To receive Clerk's update.
10. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.

11. To nominate and appoint a Council representative to Churches Working Together.
12. To consider the criteria for Blaenavon Town Council Civic Awards 2020
13. To consider and make a determination regarding the delivery of the Town Council Carol Service 2020.
14. To receive an update from Cllr Alan Jones regarding the Town Council Xmas Market 2019.
15. To discuss and approve the launch of Vocal Eyes 2020.
16. To discuss potential Town Council projects for allocation into the Project Action Plan 2020/21. Relevant updates or new projects as notified.
17. Planning Applications.
18. Donation requests
19. Correspondence.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'K. Warren', written in a cursive style.

Kevin Warren. MInstLM. FCMI.

Clerk to the Council.



**BLAENAVON TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON WEDNESDAY 22nd JANUARY 2020 AT 6.30 PM AT THE
COUNCIL CHAMBER, 101 HIGH ST, BLAENAVON.**

In attendance:

Councillor: Lewis Evans (In the Chair)

Councillors in attendance: E. Harvey, A. Jones, G. Davies, N. Horler, J. Huybs, S. Bright, A. Parry, L. Cowles.

Officers: Mr K. Warren (Clerk to the Council), Rebecca Smith (Healthy Blaenavon Officer), Lyndsey Harris (Administrator)

Visitors: Mr Julian Davenne (Torfaen Play Service)

The meeting of the full council was opened at 6:30pm by the Chairman Councillor Lewis Evans who welcomed everyone to the meeting and expressed thanks for attendance.

1. To receive any questions from the public.

There were no questions.

2. Apologies:

Cllr. P. Roberts, Cllr. J. Denley-Jones, Cllr. G. McCann

3. Declarations of interest

None

4. Receive Presentations from Mr Julian Davenne (Torfaen Play Service Manager) regarding the annual financial contribution made by Blaenavon Town Council to Torfaen Play Service.

Mr Davenne presented members with an overview of key roles that Torfaen Play demonstrate at the moment.

- Mondays BHVC – offer after school service attended by roughly 20-25 children– this is located at the Flower Park during the Summer months
- Thursday mornings – Big Pit Family Session – under 4’s
- Summer playschemes – morning and afternoon sessions attended by 40/50 children at morning sessions, 40 afternoon sessions
- Half term am/pm sessions
- Swimming initiative – weekly throughout the Summer months at Fairwater Leisure Centre
- Staff are a combination of paid workers and volunteers who all have DBC checks and the necessary training

A series of questions and observations were raised by members which included:

- How many children attended the swimming initiative?
- What provision is there for disabled children?

Mr Davenne informed members that there were currently 25 spaces for the swimming initiative, which is working well, he didn’t think that this number would need to increase at the moment.

In terms of support for disabled children, we do try to keep children in Blaenavon but if additional medical needs are required then they would go further afield.

Members thanked Julian for the positive report and commended him and his team for their work.

Resolved: Members noted the update.

5. Chairman’s Announcements

None (Chair absent)

6. To sign as a correct record the Full Council minutes held on the 27th November 2019

The minutes from the last Full Council meeting held on the 27th November 2019 were read for accuracy.

The minutes were proposed by Cllr Liam Cowles and seconded by Cllr Alan Parry as a true and accurate record.

Resolved: Minutes accepted as a true record

7. To ratify the Town Council Budget and Precept for 2020/21

The Clerk updated members that the Proposed budget for 2020/21 had been amended to reflect the decisions made in the January Finance Meeting which was held on Wednesday 8th January 2020.

Bursary Scheme.

The Bursary scheme was removed and £1000 set aside for this would be added to the Ordinary Donations budget increasing it from £2,500 to £3,500.

Projects.

The Blaenavon Town Councils Photography Competition budget was increased to £1000.

Resolved: Budget and Precept for 2020/21 formally ratified by members.

8. Receive an update from Rebecca Smith – Healthy Blaenavon Officer

Rebecca Smith gave members an overview of her work since the last meeting which included:

Family Engagement Project – launched Thursday 16th January 2020

Meet Thursdays at 6.15pm, currently at the Blaenavon Active Living Centre. Different topic/activity is addressed every week, there are currently 9 families signed up a total of 24, and another 6 families have signed up. There is 2 years of funding support from this project.

Food for Life – 5th February 2020

Holding another event and inviting the families from the Family Engagement Project, Intergenerational Project and the Hwb, everyone was welcome to attend.

Over 50's Forum

Attended the Over 50's Forum with Emma Davies McIntosh from Aneurin Bevan UHB Public Health Team to inform them of what she has been working on and invite them to work with her. Feedback from the group was very negative.

Gaps/Challenges

- Looking for help with Food Poverty – possibly some allotment space within Blaenavon. Cllr. Gareth Davies informs Rebecca that he has more information that might be of help regarding this.

Resolved: Members noted the update.

9. Clerk's Update.

Mr Warren provided the following updates:

- Item 5 in the previous Full Council minutes from 28th November 2019, completed the declaration of office documents for the appointment of Councillor Harvey. This was accompanied by some social media posts and an article in South Wales Argus regarding the new appointment.
- Item 11, the Clerk informed members that Councillor Harvey's £100 allowance has now been paid.
- Item 15, Donation requests.

The following payments have been raised and completed. £250 for Blaenavon Town Band, £250 to Blaenavon Scout Group & £250 to Blaenavon Grappling Club.

Cllr. Denley-Jones presented the cheque to Blaenavon Town Band at the Christmas Market on the 7th December 2019, and to the Scout Group at their December 2019 meeting. Cllr. Alan Jones presented the cheque to the Grappling Club in December 2019.

All donation presentations were covered on social media. He noted in particular the post of the cheque being presented to the Grappling Club had over 10,000 hits, which is very positive.

- Item 15 – A further email sent to Victim Support asking for further information regarding the donation request, to date nothing has been received.
- Item 16 – spoke to Search Point UK a website analytics company to inform them that we do not require this service.

Building Resilient Communities Conference, 28th November 2019.

The Clerk informed members of his and Rebecca attendance at the Building Resilient Communities Conference in Merthyr.

7th December – Blaenavon Town Council Christmas Market

The Clerk reported back to members regarding the Christmas Market, it was very well attended, there were a wide variety of stalls, the Snow Globe and Santa's Grotto went down particularly well with the children. It was a very positive day for the Council, and we hope to build on this for the next Christmas event.

Budget/Budget Report 2020/21

The Clerk informed members that he had been working on the budget and budget report for 2020/21.

13th January 2020

The Clerk informed members that and Rebecca attended a meeting at Nantyglo & Blaina Town Council to present the Healthy Blaenavon Officers role and work carried out so far.

Meeting with Cllr Harvey regarding a plan for a potential project for an event at the Garn Lakes.

The Clerk informed members he would be working with Cllr. Huybs, Emma Davies McIntosh and Rebecca regarding One Voice Wales awards, with a deadline of 21st February 2020.

Resolved: Members noted the update.

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

Cllr. Liam Cowles informed members that he had attended Pontypool Rotary Club meeting on Tuesday 21st January.

Cllr Davies informed members that he had attended the World Heritage Committee meeting. Nick Horler has distributed charity boxes, there are a few new members on board, there are talks to change the route of the parade, we are meeting with the Safety Advisory Group to discuss these changes.

Resolved: Members noted the update.

11. To nominate and appoint a Council representative to Churches Working Together.

Cllr. Bright offered to be a representative if the meetings were during the evening.

Resolved: Clerk to contact Jill Stephens to find out more information regarding meetings.

12. To consider the criteria for Blaenavon Town Council Civic Awards 2020.

The Clerk displayed the current criteria for the Civic Awards via the projector screen.

Cllr. Jackie Huybs proposes that the council changes point 1 in the criteria.

It currently states that ‘nominees must live in Blaenavon or represent organisations in Blaenavon or be involved in voluntary work within the town.’

Cllr Huybs proposes that it be opened up to include people who may not live in Blaenavon but those who have made a positive impact on the town, so it would read:
‘nominees must live in Blaenavon or represent organisations in Blaenavon or be involved in voluntary work within the town **or have made a significant impact on the town**’

Resolved: Members were all in agreement regarding the amendment and noted the update.

13. To consider and make a determination regarding the delivery of the Town Council Carol Service 2020.

The Clerk discussed with members the idea of having the Christmas Light switch on as a stand-alone event. Previously the light switch on had been done in collaboration with Churches Working Together Blessing of the Crib Service. Neighbouring Town Councils do their Christmas events usually on a Saturday with a Celebrity light switch on. The potential to combine it with a Christmas Market and possibly a Celebrity light switch on would be a very positive move for the town.

A discussion took place amongst members who all agreed that this would be a positive move for the town. It was noted that contributions would still be made towards the Blessing of the Crib Service.

Resolved: Clerk to inform Jill Stephens, Churches Working Together of the Councils decision regarding the 2020 Blessing of the Crib.

14. To receive an update from Cllr. Alan Jones regarding the Town Councils Christmas Market 2019.

Alan reported back to members the details of the Christmas Market that was held on Saturday 7th December 2019.

Organisation

Great deal of time was put in to organising the Christmas Market

- Licences and trading agreements from TCBC in order to host the event.
- Marketing and advertising the event locally and on social media
- Organising stall holder's application

Set Up

Stalls were set up by a team of volunteers and staff from the council at 8am and dismantled at 4pm.

Kevin, Rebecca, Lyndsey, Chris Langford, Jackie Huybs, Alan Parry, Liam Cowles, Gareth Davies and myself.

Stalls

- 14 stalls in total, we did have some cancellations on the day

Entertainment

- Blaenavon Town Band opened the event
- Gary Phillips – Music
- Rebecca Osmond's - Shining Stars Ladies Choir
- Celtic Cafe performed

Attractions

- Ceris Probert was very busy with face painting
- Snow Dome was a great success with the children
- Santa and his grotto – with Gareth Davies & Lewis Evans helping out

Marketing

- Advertised on The South Wales Argus website
- Posters and banners throughout the town
- Social Media

Social Media Response and feedback

- Great response on social media, created a big increase in Facebook 'likes'
- Stallholders all reported a good day and have shown an interest in future events

Overall a very positive day for the council, hopefully build on it for this year.

Resolved: Members noted the update.

15. To discuss and approve the launch of Vocal Eyes 2020.

The Clerk shows members via the projector screen a static of the Vocal Eyes website. This has been previously presented to members and the potential for its use within the Council as a means of the community to use it to propose ideas and projects that they feel would benefit their community.

The Clerk then asks members for ideas on how to launch the project and make the community aware that this website/app exists.

A discussion then took place amongst members discussing the possibility of promoting on social media, making a video of how to use the app, training sessions and restricting budgets. It was proposed that any new projects that were added by residents could be presented to members on a monthly basis.

The Clerk asks Cllr Huybs would she be willing to help manage the promotion and administrating the application. Cllr Huybs agrees to help with the launch and ongoing administration of the “Vocal Eyes’ application.

Resolved: Members are happy for the launch to go ahead and noted the update.

16. To discuss potential Town Council Projects for allocation into the Project Action Plan 2019/20. Relevant updates or new projects as notified.

None Presented.

17. Planning.

The following planning applications were received from TCBC planning department since the last full council meeting in November 2019.

The Clerk has distributed all applications to members for their observations prior to the January 2020 full council meeting.

- PROPOSAL: Two storey rear extension

LOCATION: Upper Coedcae Road, Blaenavon, Pontypool

CHAL/19/P/0755/HH

- PROPOSAL: Fell Oak

LOCATION: Bryn Villa, Varteg Road, Blaenavon

AFOO/20/P/0003/TPO

Resolved: No observations

18. Donation Requests – the following donation requests were received since the last Full Council Meeting.

Forgeside RFC.

A donation request was sent via email to the Clerk on 7th January 2020 towards the purchase of new pads for our scrummaging machine. The cost of replacing the pads is £220.

Cllr. Liam Cowles declared an interest as Secretary of the Club.

A discussion took place amongst members.

Cllr A Jones proposes £250 be awarded, Cllr Samantha Bright seconds the proposal.

Resolved: £250 authorised. Clerk to raise the payment and organise presentation of the cheque.

Dawns ar y Mynydd.

A letter was received on 5th January 2020 from Rachel Wakefield, towards the cost of security for the Dance on the Mountain Festival which is to be held this Summer.

A discussion took place amongst members who wanted to know the cost for security.

Resolved: Clerk instructed to find out the cost for security for the event in order to consider the donation.

Dawnswyr Blaenafon

A letter was received on 13th January 2020 from Jac Denley-Jones, Secretary of Dawnswyr Blaenafon to ask for permission to use the Town crest on keyrings that are to be given as gifts to visiting French students and to ask for permission for the Town Council Administrator, Lyndsey to help with printing and assembling the keyrings.

A discussion took place amongst members who agreed for the crest to be used on the keyrings but declined the request of having Lyndsey to print and assemble the keyrings as they felt this was not best use of Council time and resources.

Resolved: Clerk to inform the secretary of the Council's decision.

19. Correspondence.

A letter of thanks was received from Nantyglo & Blaina Town Council to the Clerk and Rebecca for attending the meeting on January 13th, 2020.

Resolved: Members noted the update.

At 7.59pm the meeting ended.

Chairman Signed:

Date: 26/2/20

Jac
Denley-Jones

26/2/2020