



15th November 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 23rd of November 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.

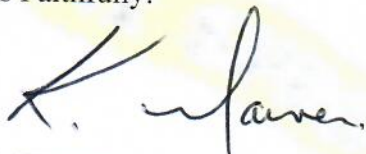
Agenda

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. **Mayor's Announcements:** To receive the Mayor's announcements.
5. **Council Meeting:** To confirm the minutes of the Full Council meeting held on the 26th of October 2022.
6. **Chief Officer's Update:** To receive the Chief Officer's update.
7. To receive an update from Sophie Johnson – Community Development and Wellbeing Officer (**October / November 2022**)
8. To receive Cllr updates regarding recent attendance at outside bodies committee meetings.
9. To receive an evaluation update from the Assistant Chief Officer regarding the recent Xmas Craft Market.

10. To receive an update from Cllr Ian Parfitt regarding the recent restorative justice session with Torfaen and Monmouthshire Youth Offending Service.
11. To discuss and make a determination regarding the draft lease agreement for 101, High Street, Blaenavon.
12. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2022/23. Relevant updates or new projects as notified.
 - **Cllr Ian Parfitt** – Flower Box Project – Cwmavon Road.
13. To receive, discuss and make a determination regarding planning applications.
 - **TBRA/22/P/0752/FUL**
 - **TBRA/22/P/0780/HH**
14. To receive, discuss and make a determination regarding donation requests.
 - Llantarnam Grange.
 - Sandra Keen.
 - Blaenavon Camera Club.
15. To receive, discuss and make any relevant determinations concerning items relating to correspondence.
 - E-mail from Caitlin Gingell Curator at Torfaen Museum Trust.
16. Other Matters (**At the discretion of the Chairman**)

By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the remainder of the meeting on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
17. To receive, discuss and make a determination regarding an update from the Chief Officer regarding the National Joint Council for Local Government Services Pay Agreement 2022/23

Yours Faithfully.



Kevin Warren
Chief Officer.
Blaenavon Town Council.



**BLAENAVON TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON WEDNESDAY 23rd of November 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 G. James (In the Chair)

Councillors in attendance: M. Wheeler, J. Hunt, L. Cowles, N. Goddard, A. Beavan, I. Parfitt, N. Matthews.

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

Visitors: None present.

Members of public: None present.

The Full Council meeting was opened at 6:30pm by the Deputy Mayor Councillor Georgina James 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 Porter - Work Commitment.
- Cllr Evans - Holiday
- Cllr Jones - Unwell

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

All members in agreement.

Resolved: Apologies accepted.

3. Declarations of Interest:

Cllr Cowles – Item 15 on the agenda – **Personal interest.**

Cllr Hunt – item 15 on the agenda – **Personal interest.**

4. Mayor's Announcements: To receive the Mayor's announcements

Cllr James explained that due to the absence of Cllr Jones, the Mayor's update would be presented at the next Full Council meeting.

5. Council Meeting: To confirm the minutes of the Full Council meeting held on the 26th of October 2022.

The minutes were read for accuracy with no amendments.

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

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

6. Chief Officer's Update:

Mr Warren provided the following update for members:

Item 13 within the minutes regarding the contracts for Orbits IT. All contracts have now been signed and the IT hardware upgrade has been delivered.

The broadband feed has also been installed and internet access / Wi-Fi can be obtained using the Blaenavon Town Council network as 'Guest'.

The migration from the old system is currently being completed together with the SharePoint set up for all officers. The transition has been smooth, and everything is working.

Item 15 within the minutes. The flowers for Mrs Tovey were delivered on her birthday and a thank you card from Mrs Tovey's daughter has been received. The card was passed around between members.

Item 18 within the minutes, the Chief Officer has written to Forgeside Rugby Club confirming the Council's decision to award a donation of £230 and confirmed that the transaction for the purchase of CCTV equipment had been completed.

It was also confirmed that the club have now used the donation to install four CCTV cameras and they are operational. An email from the club thanking the Town Council for the donation and our on-going support had also been received.

Item 21 within the minutes, the Chief Officer confirmed that he had written to payroll at TCBC, and the adjustment has been completed.

On the 28/10/22 together with Kerry and Sophie the Chief Officer attended a meeting with Denise Gronnow from Torfaen Community Connectors, also present was Terry Gardner from the Workmen's Hall Board regarding a review of the Friday Film Club which has previously

been alluded to back in the summer. The project is doing really well. It is extremely popular and well attended.

The Chief Officer explained further that they had discussed in detail the planning for continuance of the project from April 2023 and the role that the Town Council would play certainly in terms of financial commitment. A brief overview was provided to members by Kerry and Sophie.

On the 31/10/22, the Chief Officer together with Kerry attended a SLCC online training course involving the current legislative guidance relating to minute taking.

On the 1/11/22 the Chief Officer together with Cllr Parfitt took part in a restorative justice session with Chris Hill from the Youth Offending Service and a local youth together with their parent. It was explained that Cllr Parfitt would be providing a further update on this at item ten within the agenda.

The Chief Officer explained that also on the 1/11/22 together with Sophie they held a meeting with Dave Leech from TCBC within the chamber to provide an overview of Sophie's role and to discuss TCBC's plans around the Town Centre economy and where the Town Council could play a role.

Mr Leech was provided with an overview of the work that the Council has done since April 2022 in terms of projects and our well documented support to our community and the projects that have been delivered in November 2022.

It was confirmed that Mr Leech was impressed with what the Council are achieving on top of managing the participatory budget project.

On the 8/11/22, the Chief Officer together with Sophie held a meeting with Perminder Mudher from TCBC's Building Resilient Communities department who are now responsible for Torfaen Community Connectors.

During the meeting Sophie's role was discussed together with the planning options for next year certainly in terms of wellbeing opportunities and how Perminder's department could support the Town Council in local service delivery.

On the 12/11/22 the Chief Officer outlined that together with fellow officers and a cohort of Cllrs he attended the Xmas Craft Market which was a brilliant day and well received within the community. It was explained Kerry would provide a further update at agenda item nine.

On the 13/11/22 together with a large number of Cllrs the Chief Officer attended the Remembrance Day Parade which was a lovely event and as always it brought our community together. It was a great turn out and again the responses have been really positive.

Members were reminded that the event was video graphed by Tom Harper as previously authorised. The film had now been edited. The Chief Officer requested permission from Cllr James to show members the film and for members to comment as necessary. Cllr James authorised the showing of the film.

A brief discussion took place amongst members who were impressed with the film and event.

On the 18/11/22 the Chief Officer explained that together with Sophie and Cllr Beavan they met with Claire Dullea who is an area housing manager from Bron Afon and Angela Purcell who is the community housing officer.

During the meeting Sophie's role was discussed and how the Town Council can proactively work in partnership on a range of initiatives and projects moving forward.

On the 19/11/22, together with Kerry, Cllrs Beavan, Cowles, and Natalie Parfitt the Chief Officer attended the Forgeside Rugby Club community garden to assist the club to plant new trees.

It was explained that Cllrs Beavan and Natalie Parfitt did an absolutely brilliant job in supporting the club. A Facebook post had been published regarding the event, and the Council have received a thank you from Forgeside Rugby Club.

On the 21/11/22 the Chief Officer explained that together with fellow officers and Cllrs he attended the blessing of the crib and Christmas lights switch on at Bethlehem Court. This was a lovely event with a good turn out from the public and positive responses.

The Chief Officer expressed his thanks to Cllr Mike Wheeler who did a sterling job in assuming the role of Father Christmas.

The Chief Officer further explained that he would be providing members with an evaluation report at the February 2023 Full Council meeting to support our planning for this event in 2023. The Chief Officer commented that November 2022 had been a busy but enjoyable month and he was really proud of the projects that have been delivered by the Council for our community.

The Chief Officer concluded and outlined that since the last meeting he has held weekly briefing meetings with the Mayor discussing Council operational and financial matters.

Resolved: Members noted the update.

7. To receive an update from Sophie Johnson – Community Development and Wellbeing Officer (October / November 2022)

Sophie provided members with an overview of the work and engagements that had been completed in October and November 2022. This included the following.

- Attended Family Club and Mum's and Daughters sessions – both sessions continue to have good attendance with around 4/5 regular families attending each week. Street Games advisor Asa Waite also attended Family Club and was pleased with engagement and monitoring.
- Attended Over 60s exercise session with Sports Development. Continues to have good attendance with around 15 participants each week.

- Met with Mair Sheen from THP to discuss future heritage projects in the town and potential partnership working.
- Attended Blaenavon Heritage and History group to visit and discuss their Townscape Celebration exhibition.
- Run Befriending Film Club in partnership with Torfaen Community Connectors last Friday of the month. Very popular sessions with over 30 people attending each month.
- Met with representatives from The Hwb and attended their youth drop in provision to explore ways of working together.
- Spoke to young people who attended the Youthfluencer event the Council had recently arranged.
- Worked with Cllrs Harris and Bevan on Cost-of-Living leaflet.
- Attended Churches Working Together meeting to discuss Warm Space initiatives & Blessing of the Crib.
- Met with Rebecca Smith from IWN to discuss projects and the handover of these to myself over the next few months.
- Met with Torfaen Play to discuss Well Being half term camps at Blaenavon Heritage School.
- Arranged Christmas Craft session in the Councill Chamber with Torfaen Adult Learning.
- Developed Family Pumpkin Carving Competition – families collected free pumpkins and goody bags and entered carved pumpkins into contest to win a family activity hamper.
- Met with Dave Leech (TCBC) to discuss town economy.
- Attended and spoke at Over 60s Forum regarding my role and the Council's work.
- Met with Youth Ambassadors to discuss their activities and how we can work together.
- Regularly attended the Little Voices project at Blaenavon Heritage School.
- Christmas Craft Fair preparations and delivery.

- Various Vocalise meetings and admin.
- Met with Melin Homes and Bron Afon Homes to discuss partnership working.
- Met with Walter Waygood to discuss his exhibition and the possibility of holding photography workshops.
- Preparations and attendance at Xmas Lights switch on.
- Creating litter pick poster & advertising.
- Meeting with Building Resilient Communities regarding future partnership working.
- Attended Eco Council meeting at Blaenavon Heritage School. Arranging trip with group to Zero Waste Torfaen shop in partnership with Melin Homes.
- Attended Aspire youth club for adults with additional needs, discussed provisions in Blaenavon.
- Attended Warm Space huddle at Victory Church to discuss project and ways the Town Council can support.
- Various meetings & discussion with Community Connectors regarding partnership working over the next 12 months.

Resolved: Members noted the update

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

No updates presented.

Resolved: Members noted the update.

9. To receive an evaluation update from Assistant Chief Officer regarding the recent Xmas Craft Market.

The Assistant Chief officer provided members with an overview regarding the Xmas Craft Market and explained that from start to finish it was a fantastic day.

The event was well organised, and this was achieved by working in partnership with G.W Crafters. There were forty-seven stalls in attendance together with face painting and the attendance of Santa Claus with his grotto.

The visitor footfall on the day was estimated at approximately five hundred with lots of positive comments received. The feedback from the stall holders was also extremely positive and they want to work with the Town Council in the future.

It was further explained that the Town Council gave out one hundred and fifty two selection boxes on the day.

The Assistant Chief Officer expressed thanks to the Cllrs who attended and helped out throughout the day namely Cllrs Jones, James, Beavan, Hunt, Wheeler, Parfitt together with their partners in particular Natalie Parfitt.

At this point during the update and without seeking permission from the Chairperson, Cllr Goddard interrupted and proceeded to verbally attack the Assistant Chief Officer.

Cllr Goddard rose to her feet and proceeded with her heated outburst relating to the Assistant Chief Officer's update regarding Cllr attendance at the event and that she had not been included in her capacity as a Cllr.

Cllr Goddard retrieved her coat and left the meeting of her own accord continuing to verbally attack the Assistant Chief Officer as she left the building not allowing an explanation to be provided.

The Assistant Chief Officer requested permission from the Chairperson to complete her update which was granted.

The Assistant Chief Officer continued and expressed thanks to Chris Langford and the Chief Officer for collecting and carrying fifty tables into the hall.

Gratitude was also expressed to the Workmen's Hall volunteers for their help on the day and in particular Terry Gardner not only on the day, but also leading up to the event.

A request was made from the Assistant Chief Officer that a formal letter of thanks be sent to Terry from the Town Council as without his help the day would not have run as well as it did.

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

All members in agreement

Cllr Cowles thanked all three officers for their work on all of the projects. This was agreed by all members.

Resolved: Chief Officer to send letter to Terry Gardener.

10. To receive an update from Cllr Ian Parfitt regarding the recent restorative justice session with Torfaen and Monmouthshire Youth Offending Service.

Cllr Parfitt updated members regarding the restorative justice meeting that he attended recently together with Chris Hill (**Torfaen and Monmouthshire Youth Offending Service.**)

Cllr Parfitt explained that the meeting related to anti-social behaviour within the Town involving a 14-year-old youth who had attended with his father whom Cllr Parfitt knew. This definitely made a difference to the meeting.

The discussion relating to behaviour was very positive. Cllr Parfitt described how the Town Council in partnership with the Youth Offending team can have a positive effect in terms of early intervention and this process certainly adds value in relation to changing pathways.

A brief discussion took place amongst members who agreed that the process was a positive one.

Resolved: Members noted the update

11. To discuss and make a determination regarding the draft lease agreement for 101 High Street Blaenavon.

A copy of the draft lease was sent to members by the Chief Officer prior to the meeting for their perusal.

It was explained by the Chief Officer that there has been an increase relating to the quarterly payments and also queried point 5.7 (B) confirming that TCBC have never recharged tenants in the previous ten years.

Cllr Hunt asked who was responsible for health and safety accessibility issues? The Chief Officer confirmed that outside of the building this would normally be picked up by TCBC, although quite often the tenant would rectify issues to speed up the process.

It was proposed by Cllr Matthews and seconded by Cllr Parfitt to adopt the lease agreement.

All members in agreement.

Resolved: Chief Officer to sign the lease on behalf of Blaenavon Town Council and return to TCBC.

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

- **Cllr Parfitt – Flower box Project – Cwmavon Road**

Cllr Parfitt updated members on the proposed project which is a continuation of the Cwmavon Road roundabout planting project started earlier this year.

This project has received many positive comments from members of the public and enhances the approach into Blaenavon for the local community and visitors to the town.

Abergavenny Garden Centre has donated some spring bulbs. Further bulbs, plants and compost will be required to carry out the project.

Cllr Parfitt explained that he has spent £24 from his Councillor allowance and requested £100 to purchase the additional plants required.

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

All members in agreement.

Resolved: Project authorised.

13. 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: Alterations to property.

LOCATION: Boot Lane, 76 – 78 Broad Street (same building), Blaenavon

Cllr Matthews raised the following concerns:

- The effect on the conservation area it is in.
- Proposed design & appearance changes from original plan. It is proposed to change the look of the property from two flats to one.
- Wrought iron railings to front of property. No other property has railings. This would be out of character.
- Removal of tiles to front of building. No specification as to what materials would be used to replace.

Cllr Matthews offered to contact TCBC planning department via their portal in his capacity as Cllr to raise the above points and update members.

This was proposed by Cllr Beavan and seconded by Cllr Hunt.

All members in agreement.

Resolved. Cllr Matthews to contact TCBC Planning Department.

DEVELOPMENT PROPOSED: Widening of first floor extension.

LOCATION: 5 Elgam Avenue, Blaenavon.

Resolved. No objections from members.

DEVELOPMENT PROPOSED: Erection of two storey extension.

LOCATION: Unit 8, Solitech, Blaenavon.

Resolved. No objections from members.

The determination was proposed by Cllr Cowles and seconded by Cllr Parfitt.

All members in agreement.

Resolved. No objections from members.

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

The Chief Officer forwarded three donation requests to members prior to the meeting for their perusal.

1. Llantarnam Grange

A discussion took place amongst members regarding the donation request for financial assistance of £500.

The Chief Officer informed members that a donation request of £500 was last awarded in 2020/21. A further request for £500 was refused last year.

A discussion took place amongst members.

It was proposed by Cllr Beavan and seconded by Cllr Matthews that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Llantarnam Grange.

2. Sandra Keen

A discussion took place amongst members regarding the donation request for financial assistance of £250 for Avon Road residents Christmas party.

A discussion took place amongst members.

It was proposed by Cllr Cowles and seconded by Cllr Beavan that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Sandra Keen.

3. Blaenavon Camera Club

A discussion took place amongst members regarding the donation request for financial assistance of £250 for guest speakers to promote and increase club membership.

It was proposed by Cllr Beavan and seconded by Cllr Parfitt that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Blaenavon Camera Club.

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

- **Email from Caitlin Gingell – Curator at Torfaen Museum Trust.**

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

The Chief Officer was contacted by Caitlin, who had explained that she had been successful in securing grant funding for the museum and had requested financial support from the Town Council.

A discussion took place amongst members regarding the request for financial assistance. It was agreed by members to invite Caitlin to a Town Council meeting for an update prior to making a financial support request.

All members agreed.

Resolved. Members noted the update.

16. Other Matters (At the discretion of the Chairman)

No matter presented.

- **By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the remainder of the meeting on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

17. To receive, discuss and make a determination regarding an update from the Chief Officer regarding the National Joint Council for Local Government Services Pay Agreement 2022/23.

Recording was confirmed as stopped by the Assistant Chief Officer.

The Chief Officer provided members with an update and explained that the pay award for 2021/22 was ratified in October 2022.

Cllr Hunt proposed to follow the Pay Agreement. This was seconded by Cllr Cowles.

All members in agreement.

Resolved. Pay Agreement to be implemented.

Meeting ended at 20.04 hrs.

Chairman Signed:



Date: 25/1/23.



Summary (Notes) of the Full Council meeting of Blaenavon Town Council held on **Wednesday the 23rd of November 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 25th of January 2023**.

In attendance:

Councillor G. James (In the Chair)

Councillors in attendance: M. Wheeler, J. Hunt, L. Cowles, N. Goddard, A. Beavan, I. Parfitt, N. Matthews.

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

Visitors: None present.

Members of public: None present.

The Full Council meeting was opened at 6:30pm by the Deputy Mayor Councillor Georgina James 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 Porter - Work Commitment.
- Cllr Evans - Holiday
- Cllr Jones - Unwell

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

All members in agreement.

Resolved: Apologies accepted.

3. Declarations of Interest:

Cllr Cowles – Item 15 on the agenda – **Personal interest.**

Cllr Hunt – item 15 on the agenda – **Personal interest.**

5. Council Meeting: To confirm the minutes of the Full Council meeting held on the 26th of October 2022.

The minutes were read for accuracy with no amendments.

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

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

9. To receive an evaluation update from Assistant Chief Officer regarding the recent Xmas Craft Market.

The Assistant Chief officer provided members with an overview regarding the Xmas Craft Market and explained that from start to finish it was a fantastic day.

A request was made from the Assistant Chief Officer that a formal letter of thanks be sent to Terry Gardener from the Town Council as without his help the day would not have run as well as it did.

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

All members in agreement

Cllr Cowles thanked all three officers for their work on all of the projects. This was agreed by all members.

Resolved: Chief Officer to send letter to Terry Gardener.

11. To discuss and make a determination regarding the draft lease agreement for 101 High Street Blaenavon.

A copy of the draft lease was sent to members by the Chief Officer prior to the meeting for their perusal.

It was explained by the Chief Officer that there has been an increase relating to the quarterly payments and also queried point 5.7 (B) confirming that TCBC have never recharged tenants in the previous ten years.

Cllr Hunt asked who was responsible for health and safety accessibility issues? The Chief Officer confirmed that outside of the building this would normally be picked up by TCBC, although quite often the tenant would rectify issues to speed up the process.

It was proposed by Cllr Matthews and seconded by Cllr Parfitt to adopt the lease agreement.

All members in agreement.

Resolved: Chief Officer to sign the lease on behalf of Blaenavon Town Council and return to TCBC.

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

• **Cllr Parfitt – Flower box Project – Cwmavon Road**

Cllr Parfitt updated members on the proposed project which is a continuation of the Cwmavon Road roundabout planting project started earlier this year.

This project has received many positive comments from members of the public and enhances the approach into Blaenavon for the local community and visitors to the town.

Abergavenny Garden Centre has donated some spring bulbs. Further bulbs, plants and compost will be required to carry out the project.

Cllr Parfitt explained that he has spent £24 from his Councillor allowance and requested £100 to purchase the additional plants required.

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

All members in agreement.

Resolved: Project authorised.

13. 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: Alterations to property.

LOCATION: Boot Lane, 76 – 78 Broad Street (same building), Blaenavon

Cllr Matthews raised the following concerns:

- The effect on the conservation area it is in.
- Proposed design & appearance changes from original plan. It is proposed to change the look of the property from two flats to one.
- Wrought iron railings to front of property. No other property has railings. This would be out of character.
- Removal of tiles to front of building. No specification as to what materials would be used to replace.

Cllr Matthews offered to contact TCBC planning department via their portal in his capacity as Cllr to raise the above points and update members.

This was proposed by Cllr Beavan and seconded by Cllr Hunt.

All members in agreement.

Resolved. Cllr Matthews to contact TCBC Planning Department.

DEVELOPMENT PROPOSED: Widening of first floor extension.

LOCATION: 5 Elgam Avenue, Blaenavon.

Resolved. No objections from members.

DEVELOPMENT PROPOSED: Erection of two storey extension.

LOCATION: Unit 8, Solitech, Blaenavon.

Resolved. No objections from members.

The determination was proposed by Cllr Cowles and seconded by Cllr Parfitt.

All members in agreement.

Resolved. No objections from members.

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

The Chief Officer forwarded three donation requests to members prior to the meeting for their perusal.

1. Llantarnam Grange

A discussion took place amongst members regarding the donation request for financial assistance of £500.

The Chief Officer informed members that a donation request of £500 was last awarded in 2020/21. A further request for £500 was refused last year.

A discussion took place amongst members.

It was proposed by Cllr Beavan and seconded by Cllr Matthews that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Llantarnam Grange.

2. Sandra Keen

A discussion took place amongst members regarding the donation request for financial assistance of £250 for Avon Road residents Christmas party.

A discussion took place amongst members.

It was proposed by Cllr Cowles and seconded by Cllr Beavan that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Sandra Keen.

3. Blaenavon Camera Club

A discussion took place amongst members regarding the donation request for financial assistance of £250 for guest speakers to promote and increase club membership.

It was proposed by Cllr Beavan and seconded by Cllr Parfitt that the request be supported with a £250 award.

All members in agreement.

Resolved: Members approved the donation request of £250. Chief Officer to facilitate the transaction and update Blaenavon Camera Club.

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

- **Email from Caitlin Gingell – Curator at Torfaen Museum Trust.**

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

The Chief Officer was contacted by Caitlin, who had explained that she had been successful in securing grant funding for the museum and had requested financial support from the Town Council.

A discussion took place amongst members regarding the request for financial assistance. It was agreed by members to invite Caitlin to a Town Council meeting for an update prior to making a financial support request.

All members agreed.

Resolved. Members noted the update.

- **By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the remainder of the meeting on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

17. To receive, discuss and make a determination regarding an update from the Chief Officer regarding the National Joint Council for Local Government Services Pay Agreement 2022/23.

Recording was confirmed as stopped by the Assistant Chief Officer.

The Chief Officer provided members with an update and explained that the pay award for 2021/22 was ratified in October 2022.

Cllr Hunt proposed to follow the Pay Agreement. This was seconded by Cllr Cowles.

All members in agreement.

Resolved. Pay Agreement to be implemented.