



18th October 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 26th of October 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 an update from the Gwent Police and Crime Commissioner Mr Jeff Cuthbert.
5. To receive a TCBC update from Cllr Janet Jones.
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 28th of September 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, discuss and make a determination relating to the draft Town Council Training Plan 2022-27 as per the requirements of Section 67 of the Local Government and Elections (Wales) Act 2021.
11. To receive, note and discuss the Independent Remuneration Panel for Wales Draft Annual Report - February 2023.
12. To discuss and make a determination regarding a proposed amended version of the Town Council Crest.
13. To discuss and make a determination regarding quotes received from Orbit IT for the Town Council IT upgrade.
14. To receive an update and advice from the Chief Officer concerning the rules attributed to Pre-determination.
15. To discuss and make a determination to send flowers to a local resident to celebrate their 101st Birthday. **(Cllr Matthews)**
16. To discuss potential Town Council projects for allocation into the Project Action Plan 2022/23. Relevant updates or new projects as notified.
17. To receive, discuss and make a determination regarding planning applications.
 - **Planning appeal decision 22/P/0051/HH**
Location: Broomfield Cottage, Middle Coedcae Road, Blaenavon.
18. To receive, discuss and make a determination regarding donation requests.
 - Forgeside Rugby Club.
19. To receive, discuss and make any relevant determinations concerning items relating to correspondence.
 - E-mail from Mr Chris Hill - victim contact and restorative justice worker.
(Monmouthshire and Torfaen Youth Offending Service)
20. 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.
21. To discuss and make a determination regarding Blaenavon Town Council Officer's salary increment as per the National Joint Council Salary Award 2021/22. **(Cllr Cowles)**

Yours Faithfully.



Kevin Warren
Chief Officer.
Blaenavon Town Council.





Summary (Notes) of the Full Council meeting of Blaenavon Town Council held on **Wednesday the 26th of October 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 23rd of November 2022**.

In attendance:

Councillor A. Jones (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: Cllr J. Jones, TCBC

Members of public: Stuart 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 Harris - Work Commitment.
- Cllr Porter - Work Commitment.
- Cllr Evans - Unwell
- Cllr James - Holiday

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 – Items 17 & 18 on the agenda – **Personal interest**

7. Council Meetings: To confirm the minutes of the Full Council meeting held on the 28th of September 2022.

The minutes were read for accuracy with no amendments.

It was proposed by Cllr Cowles and seconded by Cllr Wheeler that the minutes be accepted.
All members in agreement.

Resolved: Minutes approved as a true and accurate record.

10. To receive, discuss and make a determination relating to the draft Town Council Training Plan 2022-27 as per the requirements of Section 67 of the Local Government and Elections (Wales) Act 2021.

The Chief Officer forwarded electronic copies of the training plan to all members prior to the meeting for their perusal.

The plan was displayed on the projector screen and an overview provided by the Chief Officer.

There were no questions raised by members.

It was proposed by Cllr Jones and seconded by Cllr Cowles that the training plan be adopted.
All members in agreement.

Resolved: Training Plan 2022 -27 to be adopted by Town Council.

12.To discuss and make a determination regarding a proposed amended version of the Town Council Crest.

An image of the amended Town Council crest, which included the wording Blaenavon Town Council was displayed on the projector screen for members to view.

Cllr Matthews informed members that permission maybe required from The College of Arms to adapt / alter the Coat of Arms.

Members discussed a series of options.

It was proposed by Cllr Cowles and seconded by Cllr Jones that the amended Town Council crest is used as a logo only and not a Coat of Arms.

All members in agreement.

Resolved: Amended version of the Town Council crest to be used as a logo only.

13. To discuss and make a determination regarding quotes received from Orbit IT for the Town Council IT upgrade.

The Chief Officer forwarded to members three quotations from Orbit I T covering the proposed upgrade to the Council's IT systems.

The Chief Officer explained that £5k was authorised within the 2022/23 budget for an IT upgrade and a further £1200 for website updates.

The Chief officer ran through each quotation and provided members with a breakdown relating to costs.

A discussion took place amongst members regarding the proposed quotations.

It was proposed by Cllr Parfitt to proceed with the I T upgrades this was seconded by Cllr Beavan.

All members in agreement.

Resolved: Chief Officer to instruct Orbit I T that all quotations are approved.

15.To discuss and make a determination to send flowers to a local resident to celebrate their 101st Birthday. (Cllr Matthews)

Cllr Matthews informed members that he had received notice from a member of public informing him of a Blaenavon resident, Mrs Mary Tovey who's 101st birthday was on November 13th, 2022.

Cllr Matthews was asked if Blaenavon Town Council would consider a gift of flowers and a birthday card following a mix up in communication last year. As a result, the 100th birthday was not acknowledged by the Town Council.

Cllr Wheeler added that the Over 50's forum will also be acknowledging the birthday.

Members held a brief discussion. It was agreed to send a £25 bouquet of flowers. Cllr Jones to arrange purchase and delivery from Robert's Florist.

It was proposed by Cllr Matthews to send a bouquet of flowers from the Town Council, this was seconded by Cllr Hunt. All members in agreement.

Resolved: Cllr Jones to arrange ordering and delivery of flowers.

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

None received

17. 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:** Side & rear extension
- **LOCATION:** Firs View House, Bright Lane, Blaenavon

Resolved. No objections from members.

- **Planning Appeal Decision Notice** - 22/P/0051/HH - note only
- **LOCATION:** Broomfield Cottage, Blaenavon.

Resolved. Members noted update.

The determination was proposed by Cllr Beavan and seconded by Cllr Wheeler. All members in agreement.

Resolved. No objections from members

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

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

- **Forgeside Rugby Club.**

A discussion took place amongst members regarding the donation request which was a request for financial assistance for the installation of CCTV.

It was proposed by Cllr Beavan and seconded by Cllr Matthews that the request be supported with a £230 award. All members in agreement.

Resolved: Members approved the donation request of £230. Chief Officer to facilitate the transaction and update Forgeside Rugby Club.

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

- **Email from Mr Chris Hill – Victim contact and restorative justice worker (Monmouthshire and Torfaen Youth Offending Service)**

The Chief Officer was contacted by Mr Hill, following work done with Blaenavon Town Council, Youth Offending Service and the offender who damaged the Xmas crib and figurines.

A letter of apology was received from the offender and forwarded to members. The individual was genuinely sorry for their actions being one of several individuals and the only one to admit to their actions.

Mr Hill was very impressed with Blaenavon Town Council and as a result has asked if the Town Council will work with other offenders relating to antisocial behaviour in the future. The Chief Officer has agreed to work with the Youth Offending Team on this.

The Chief Officer further explained that Cllr Parfitt is to partake in the next session which would be taking place on the 1st of November 2022.

Moving forward, different Cllr's will be used to support the Youth Offending Service.

Cllr Cowles added that restorative justice works well, with positive outcomes and was glad that Blaenavon Town Council will be supporting this. 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.**

21. To discuss and make a determination regarding Blaenavon Town Council Officer's salary increment as per the National Joint Council Salary Award 2021/22. (Cllr Cowles)

Recording was confirmed as stopped by the Assistant Chief Officer. At this point the Chief Officer left the chamber. The Assistant Chief Officer assumed Chief Officer responsibilities.

[REDACTED]

All members in agreement.

Resolved. Chief Officer's salary increment authorised with immediate effect.

Meeting ended at 19.40 hrs

