

**MEETING OF THE HUMAN RESOURCES COMMITTEE OF ABERTILLERY AND
LLANHILLETH COMMUNITY COUNCIL HELD ON 25 March 2026 at 18:15 pm at the
Council Offices, Mitre Street, Abertillery.**

PRESENT

Councillors: Josh Rawcliffe (Chair) Lucy Harmer (Vice Chair), Tracey Dyson and Nick Simmons.

Apologies: Rob Phillips

Officers: Erika Davies (Deputy Clerk).

20. Apologies for Absence

Rob Phillips

21. Declarations of Interest or Dispensations

None.

22. Minutes 10 December 2025

The Committee **RESOLVED** that the minutes were a true and correct record.

23. Resolution to Exclude the Press and Public

The Committee **RESOLVED** that, by virtue of The Public Bodies (Admissions to Meetings) Act 1960, the press and public were excluded from discussions on the following items 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.

24. Confidential Meeting Notes

The Committee noted the confidential notes.

25. Disciplinary and Grievance

The Committee were informed that the complainant had been hand delivering additional paperwork ahead of the scheduled HR sub-committee meeting. The information could not form part of the evidence of the scheduled Disciplinary and Grievance hearing and as a result, a declaration of interest was declared.

The Committee **RESOLVED** the selection of a new sub-committee.

26. Date of Next Meeting

TBC

Initial:

Date:

The meeting ended at 18:28 pm

Signed as a correct record by the Chair.....

Minutes produced by Erika Davies, Deputy Clerk.

Initial:

Date:

**MEETING OF THE HUMAN RESOURCES SUB COMMITTEE OF ABERTILLERY AND
LLANHILLETH COMMUNITY COUNCIL HELD ON 12 May 2026 at 17.00 at the Council
Offices, Mitre Street, Abertillery.**

PRESENT

Councillors: Steve Bard (Chair), Frankie Baker and Richard Catlin.

Apologies: None

Officers: Steve Edwards (Clerk) and Erika Davies (Deputy Clerk).

7. Apologies for Absence

None

8. Declarations of Interest or Dispensations

None.

9. Minutes 13 April 2026

The Committee **RESOLVED** that the minutes were a true and correct record.

10. Resolution to Exclude the Press and Public

The Committee **RESOLVED** that, by virtue of The Public Bodies (Admissions to Meetings) Act 1960, the press and public were excluded from discussions on the following items 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.

11. Disciplinary and Grievance

The staffing matter was discussed. The sub-committee **RESOLVED** to inform the employee of their decision in writing, within 5 days. A copy of the letter will be kept on the employees HR file.

The meeting ended at 17.35

Signed as a correct record by the Chair.....

Minutes produced by Erika Davies, Deputy Clerk.

**MINUTES OF A MEETING OF THE LEISURE AND TOURISM COMMITTEE OF
ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL HELD ON 10 July 2026 at
5:12pm in the Council Offices, Mitre Street, Abertillery**

PRESENT:

Councillors: Tracey Dyson (Chair), Lucy Harmer, Barrie Page (via video-link), Frankie Baker and Ben Owen-Jones. (via video-link).

Officers: Steve Edwards (Clerk)

Absent: Josh Rawcliffe, Ralph Henderson MBE, Steve Bard, Chris Hill and Jackson Powell (Youth Representative).

20. Apologies for absence

Josh Rawcliffe, Ralph Henderson MBE, Chris Hill and Steve Bard

21. Declarations of interest or dispensations

None.

22. Minutes – 2 June 2026

The Committee **RESOLVED** that the minutes from 26 June 2026 were a true and correct record.

23. Public Questions

None.

24. Loneliness Grant application

The Committee **RESOLVED** to defer a decision on the grant application from Wyndham Vowles Community Centre to get further information.

The Committee **RESOLVED** that the grant applications for both Ebenezer Baptist Church and Zion Miners Chapel be given to Full Council to consider as they felt there had been a number of recent grant applications from these groups and Council would have to consider new applications.

25. Party in the Park 2027

The Committee **RESOLVED** that the Council will continue to hold the event at Abertillery Rugby Club but this is subject to a formal written agreement between the Council and the Rugby Club on the terms of the hire of the area and for a three year period.

26. Black Sabbath Exhibition

The Committee agreed that this was a worthwhile thing, and that we should invite the organizer to a meeting to discuss how we could help.

27. Date of Next meeting

As needed.

The meeting ended at 5:38 pm

Minutes produced by Steve Edwards, Clerk.

Signed as a correct record by the Chair.....

Initial

Date

Dated

Initial

Date

**MEETING OF THE FINANCE AND GOVERNANCE COMMITTEE OF ABERTILLERY
AND LLANHILLETH COMMUNITY COUNCIL HELD ON 17 July 2026 at 6:00 pm at the
Council Offices, Mitre Street, Abertillery.**

PRESENT

Councillors: Steve Bard (Chair), Frankie Baker, Bruno Gôes Maciel, Rob Phillips, Nick Simmons, Mike Whatley

Officers: Molly Jones (Deputy Clerk).

Absent: Josh Rawcliffe

15. Apologies for Absence

Apologies were received from Cllr Josh Rawcliffe.

16. Declarations of Interest or Dispensations

None.

17. Minutes 15 May 2026

The Committee **RESOLVED** to agree the minutes as a true and correct record.

18. Q1 Budget Outturn

The Committee reviewed the budget outturn for quarter one of 2026-27.

A few queries were raised by members, and explained by the Deputy Clerk:

- Six Bells Party overspend – the budget shown is that which ALCC allocated for this event. Several partners contributed financially, shown in the 'grants received' income line.
- Salary payments – these are paid to Blaenau Gwent Council quarterly and invoices are not always received in time to be paid in the correct financial year.
- Party in the Park overspend – at the time of this outturn, a £1,000 refund was still pending for this event. The RFO also authorised spending of up to £15,000 inclusive of VAT, as a flat 20% was deducted from the event budget to reflect VAT, but many providers did not charge VAT.

The Committee **RESOLVED** to recommend to Full Council that the 2026-27 Q1 outturn be noted.

19. Civility Pledge – One Voice Wales

The Committee **RESOLVED** to recommend to Full Council that the One Voice Wales Civility and Respect Pledge be adopted.

The Committee also requested that officers investigate a procedure for any breaches of the pledge.

20. Email from Audit Wales – Information for Audit

The Committee discussed the requirements for the 2025-26 Full Audit and noted that several councils have not been submitting everything required. The Deputy Clerk confirmed that all of the documents requested by Audit Wales will be submitted.

21. Bank Reconciliation

The Committee agreed the following rota for bank reconciliations:

Initial:

Date:

May – Frankie Baker and Bruno Gões Maciel

June – Frankie Baker and Bruno Gões Maciel

July – Steve Bard and Mike Whatley

August – Josh Rawcliffe and Rob Phillips

22. Asset Register

The Deputy Clerk explained that the council is in possession of two roller banners with the wrong email address on, and that one is also broken beyond repair.

The Committee **RESOLVED** to dispose of the two roller banners from the asset register.

23. Date of Next Meeting

Friday 11th September 2026 at 6pm

The meeting ended at 6:29pm.

Minutes produced by Molly Jones, Deputy Clerk.

Signed as correct record by the Chair.....

Date.....

MEETING OF THE COMMUNITY EMPOWERMENT COMMITTEE OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL HELD ON 29 June 2026 AT 6:30 pm at the Council Offices, Mitre Street, Abertillery and via video conferencing (Zoom).

PRESENT

Councillors: Barrie Page (Chair), Tracey Dyson, Ben Owen-Jones (via video-link) and Josh Rawcliffe (via video-link).

Officers: Steve Edwards (Clerk), Erika Davies (Deputy Clerk) and Molly Jones (Deputy Clerk).

Absent: Lucy Harmer, Mike Whatley, Peter Adamson (non-voting member) and Bruno Gôes Maciel.

12. Apologies for absence

Apologies were received from Cllr Lucy Harmer, Cllr Mike Whatley and Cllr Peter Adamson (non-voting member).

13. Declarations of interest or dispensations

None.

14. Minutes of Previous Meeting – 10 April 2026

The Committee **RESOLVED** that the minutes were a true and correct record.

15. Summer 2026 Newsletter

The Committee were pleased with the new interactive elements of the newsletter.

The Committee **RESOLVED** to publish the Summer 2026 Newsletter with the following amendments:

- Change the photo of the Viaduct Run medal to a photo of the Crumlin Viaduct.
- Add the amount raised by Party in the Park for the Chair's Charity.

16. Community Engagement

The Committee noted that several changes had been made to the budget and grants policy since the survey document was drafted, with the removal of annual grants and changes to the allocation for Christmas Lighting and Extra-Curricular School Transport Grants. The survey will be amended by Cllr Barrie Page to reflect these updates.

The survey will be conducted online and with paper copies. Copies will be distributed to shops, community centres, Abertillery library, doctor surgeries and other venues. A cover page with a QR code to the online version will be included on each paper copy.

The survey will begin rolling out in July, with the Abertillery Job Fair serving as a trial to test whether the questions are easy to answer and provide useful results. The survey will have an end date in September so it can be analysed by Cllr Barrie Page and used to inform committees during the budget-setting process.

The Committee **RESOLVED** to agree to begin the community consultation survey with these amendments, and following this rollout procedure.

Initial:

Date:

17. Councillor Surgeries

Cllr Barrie Page has previously attended two surgeries with Blaenau Gwent County Borough Councillors – one in Cwmtillery, and one in Brynithel. These surgeries were put on hold during the Senedd Election period.

The Committee discussed whether to proceed with these surgeries or whether to begin hosting its own. They noted the importance of having a member of staff present, and possibly having police presence.

The Committee **RESOLVED** to proceed with two more surgeries with Blaenau Gwent County Borough Councillors, and to host a drop-in evening in September with members of the Community Empowerment Committee, as council representatives.

18. Date of next meeting

As needed.

The meeting ended at 7:26pm.

These minutes were produced by Molly Jones (Deputy Clerk).

Signed as a correct record by the Chair:.....

Dated:.....