ABERTILLERY & LLANHILLETH COMMUNITY COUNCIL

CYNGOR CYMUNED ABERTYLERI A LLANHILEDD

YOUTH REPS 2026

QUICK GUIDE

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INTRODUCTION

Who Can Apply?

- You must be aged between 15 - 25.
- You must be able to represent the interests of people under the age of 26 who live, work, train or receive education in the area.

Why Apply?

- Share your ideas and have your say.
- Help make a difference in your area.
- Take part in meetings and projects.
- Gain free training and support.
- Develop skills and experience.
- Learn about local government & how the Council works.
- Looks great on your CV.

How To Apply

- Read this document.
- Complete the application form on our website & email it to **clerk@abertilleryandllanhilleth-wcc.gov.uk**
- If you have any questions or need extra help with your application, please contact us.

What Happens Next?

- The application deadline is 12pm on 8 December 2026.
- 2 Youth Reps will be selected at the Full Council meeting on 16 December 2026.
- We will contact the successful applicants shortly after they have been selected.
- All the important documents, next steps and info will be sent to the new Youth Reps.
- A Council email will be set up for each Youth Rep.
- Our Youth Reps will sign a declaration and can sign up for One Voice Wales training courses, funded by the Council.
- These appointments will be for a period of 12 months, but Youth Reps are welcome to re-apply next year.

Meeting Info

Council typically meets on the last Wednesday each month, at 7pm. There is no August meeting, and the December meeting is usually earlier in the month. There may sometimes be additional meetings.

Meetings are held in the Council Offices (Mitre Street, Abertillery, NP13 1AE), but you can also take part online via Zoom. Notice of meetings, and any accompanying papers, will be sent via email within three clear days of the meeting.

Youth Reps are not able to vote during meetings, but you can still present topics for discussion and participate in debates.

RESPONSIBILITIES

1. To represent young people under the age of 26 who live, work or receive education/training in the area, and give them a voice on Abertillery & Llanhilleth Community Council.
2. To attend Council meetings on a regular basis.
3. To attend other designated community meetings to discuss issues which have an impact on young people.
4. To liaise with established local youth groups.
5. To listen and respect the views of other young people. You should listen to what other young people are saying about issues that affect them and feed these views onto the Community Council for consideration and action, if appropriate. Your views are important but you must be prepared to feedback the views of other young people - even if you don't agree with them.
6. To report any issues to the officers.
7. To act responsibly and within the code of conduct when representing Abertillery & Llanhilleth Community Council.
8. To not be party political within the role.
9. To not be afraid to ask for help, support & advice.

ABOUT US



There are 735 community & town councils in Wales. They are responsible for the most local matters in an area.
Abertillery & Llanhilleth Community Council represents people of the local area at the grass roots level, from Swffryd in the South, through Llanhilleth, Brynithel, Aberbeeg, Six Bells, Abertillery and Cwmtillery, to Bournville in the North.

There are 19 seats on the Council, split across 5 wards. These are Abertillery, Cwmtillery, Six Bells, Aberbeeg & Llanhilleth.

Abertillery & Llanhilleth Council uses a committee structure, meaning a lot of decisions are made within smaller committees. For example, the Leisure & Tourism Committee handles planning for events like Party in the Park and the Viaduct Run. Youth Reps are welcome to attend committee meetings.





Some of Our Work:

- Providing and maintaining life-saving defibrillators.
- Funding detached youth workers in Abertillery, via Blaenau Gwent Youth Service, and via Off The Streets in Swffryd, Llanhilleth & Brynithel.
- Maintaining the Abertillery War Memorial.
- Hosting an annual Party in the Park.
- Providing floral displays as part of our Town in Bloom project.
- Hosting Senedd ALC (Abertillery Learning Community Pupil Parliament) meetings in the Council Chambers.
- Organising an annual Viaduct Run event.
- Holding a Christmas Carol Concert and St. David's Day concert to fundraise for charity.
- Running a Summer Cinema programme showing free films during the Summer holidays.
- Providing grant funding to a variety of charities, community groups/organisations and sports clubs.
- Organising various other events, including concerts, Aber-Scary and Winterfest.













GLOSSARY

ALCC: Abertillery and Llanhilleth Community Council.
BGCBC: Blaenau Gwent County Borough Council.
Members: Councillors - either elected or co-opted onto Council.
Co-option/Co-opted: Members can be co-opted onto Council via a vote, rather than elected by the public in an election.
Chair: The Chair of Council is responsible for leading Council meetings.
Vice Chair: The Vice Chair acts as Chair if they are absent.
Officers: Staff employed by the Council - currently a Clerk/RFO and two Deputy Clerks.
RFO/Responsible Financial Officer: A member of staff responsible for keeping accounting records and advising the Council on financial matters.
Committee: A smaller group of members which is responsible for specific projects/responsibilities of the Council.
Working Group: An informal group which can make recommendations to committees/council but cannot make decisions on its own.
Apologies: This is given if you cannot attend a meeting, just pop an email to the office to let us know.
Annual Meeting: Occurs in May. The meeting where a new Chair and Vice Chair are elected, and where Council agrees its committees for the year.
Bank Reconciliation: A monthly process which checks that our accounts are accurate and match with the bank statement.
Budget: The amount of money we expect to spend in one financial year.
Precept: The amount of funding we request annually from BGCBC, which is raised via Council Tax.
Quorate: There are enough members present to hold a meeting (for a Full Council meeting, the quorum is 7).
Inquorate: There are not enough members present to hold a meeting and it must be closed.
Financial Year: Begins 1st April, ends 31st March.
Motion: A proposal that the Council does a particular action.
Amendment: An alteration to a motion, which must be dealt with before the original motion is voted on.
Proposer: The member who proposes a motion.
Seconder: A motion needs a 'seconder' or to be 'seconded' by another member, other than the proposer, before it is taken to a vote.
Casting Vote: A second vote the Chair uses if the vote is tied.
Standing Orders: Rules which outline what the Council must, should, can and cannot do.

YEAR AT A GLANCE

January

Wednesday 13th at 7pm: Full Council meeting (budget-setting)

Wednesday 27th at 7pm: Full Council meeting

February

Wednesday 24th at 7pm: Full Council meeting

March

Monday 1st at 6:30pm: St. David's Day Concert

Wednesday 31st at 7pm: Full Council meeting

April

Wednesday 28th at 7pm: Full Council meeting

May

Thursday 6th: Local Council Elections

Wednesday 19th at 7pm: Full Council meeting

June

Saturday 12th: Party in the Park at Abertillery BG RFC/Abertillery Park

Full Council (date TBD)

July

Viaduct Run (date TBD)

Full Council (date TBD)

August

No meeting is held in August.

September

Full Council (date TBD)

October

Full Council (date TBD)

November

Full Council (date TBD)

Applications will open for two new Youth Reps. You are welcome to apply again.

December

Full Council (date TBD): Council will elect two new Youth Reps.

Wednesday 15th: Your term as Youth Rep ends.