



**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
CYNGOR CYMUNED ABERTYLERI A LLANHILLEDD**

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Our Ref: **NOTICE OF MEETING**

10 April 2019

Dear Councillor

You are summoned to attend a meeting of the Council of Abertillery and Llanhilleth Community Council, to be held in the Council Chamber, Mitre Street, Abertillery on **Wednesday 17 April 2019 at 7.00pm**. The agenda for the meeting is set out below.

The Council may suspend standing order 3(x) if it wishes the meeting to last beyond two hours, at the appropriate point in the meeting.

Yours sincerely

Richard Gwinnell
Town Clerk

NB at 6.30pm, the Council meeting will be preceded by a presentation from the Men's Den

**COUNCIL AGENDA
WEDNESDAY 17 APRIL 2019 at 7.00pm**

1. Apologies for absence and welcomes

To receive apologies for absence from Councillors and welcome new attendees.

2. Declarations of interest or dispensations

Members who consider that they have an interest to declare are asked to state the item in which they have an interest and the nature of the interest. Any member who is unsure should seek advice prior to the meeting in order to expedite matters at the meeting itself.

3. Minutes: Council (a) 4 March 2019 and (b) 27 March 2019 (attached)

To confirm the minutes of the above meetings as a correct record.

4. Questions from the public

To receive questions from the public and provide answers where possible.

5. Council Action List (attached)

To update Council on actions taken resulting from past decisions.

6. Police report

To receive a report from the local Police.

7. Finance Order (attached)

To consider spending to be made and already made.

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8. Budget 2018/19: Year End Out-turn (attached)

To inform Council of the budgetary position at the end of the 2018/19 financial year.

9. Motions from Councillors (attached)

To receive and decide upon motions from Councillors Adamson and Oakley.

10. Budget 2019/20: Working Group Proposals (baseline attached)

To receive progress reports on budget discussions and decide next steps.

11. Solar Farm Grant 2018: Update

To receive a verbal progress report.

12. Reports back on relevant training or meetings attended

To receive reports back on relevant meetings or training attended on behalf of the Council.

13. Councillor Vacancy Update

To receive a verbal update and decide next steps.

14. Chair's announcements, relevant correspondence and Celebrating Success

To receive announcements from or deal with correspondence raised by the Chair or officers, including reports on local achievements and successes.

15. Resolution to exclude the press and public

Members are recommended to consider and resolve that, by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are 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.

16. Christmas lights

To receive and update and decide next steps.

**MINUTES OF AN EXTRAORDINARY MEETING OF ABERTILLERY AND LLANHILLETH
COMMUNITY COUNCIL (ALCC) HELD ON 4 MARCH 2019 at 7pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors: Peter Adamson, Keri Bidgood, Gill Clark, Tracey Dyson, Amanda Edwards, Julie Holt (Chair), Mark Lewis, Beverley Lucas, Perry Morgan, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall, Graham White, Trudy Williams

Officers: Steve Edwards, Deputy Clerk

Others: Councillor Nigel Daniels, Leader of Blaenau Gwent County Borough Council (BGCBC)
Councillor Garth Collier, Deputy Leader of BGCBC
David Watkins, Team Manager, Leisure Services and Facilities, BGCBC
Niall Griffiths, South Wales Argus

224 APOLOGIES FOR ABSENCE AND WELCOMES

Apologies received from Councillors Roger Clark, Gary Oakley and Rob Phillips.

225 DECLARATIONS OF INTEREST

No members declared any personal or pecuniary interests.

226 BLAENAU GWENT COUNTY BOROUGH COUNCIL ENGAGEMENT

The Chair made a statement as to the context of this meeting.

- This is a regular planned meeting and not a meeting to directly discuss budgets or the precepts.
- Council had a meeting on 24th October 2018 with reps from Blaeanu Gwent and it was agreed to meet twice a year to discuss issues of mutual interest.
- The Community Council had met on 16 January 2019, it had received 3 budget proposals, a standstill budget from the Clerk of £135k, an increased budget from Councillor Oakley of £234k and an increased budget of £145k from Councillor Bard.
- Councillor Oakley had made it clear at that meeting that his budget of £234k represented an annual charge of £30 for most houses in the Abertillery and Llanhilleth area. Most houses currently pay £17 per year. The increase would mean that the average house in our area, which is in band A, would pay £13 a year more than they do now, which is approximately £1 a month, which is less than the price of a cup of coffee.
- The Community Council's public survey had so far been returned by 94 people. 82 of those felt that the Community Council should do more and should raise the precept in order to do so. Only 4 people said they did not agree.
- 11 Councillors out of the 16 present at the meeting of 16 January 2019 voted for Councillor Oakley's proposed budget of £234k, which consists of the standstill £135k and another £98k for extra services for the benefit of all the communities in our area.
- The Council agreed to set up a working group to get costings and prioritise

which areas of spending we wish to focus on.

- That working group had met last Monday (25 February) building on the work already done by the Council's Wellbeing Working Group and will continue to meet over the next few weeks with final proposals to come before full Council at the end of March.
- Tonight is the perfect opportunity to discuss with the BGCBC reps areas of mutual interest, so that we can build on partnership working, going forward.

The Chair invited Councillor Daniels to update us on any areas of interest to the Community Council. Councillor Daniels invited questions from Community Councillors.

Playgrounds Review

A question was asked about the BGCBC Review of Playgrounds and the lack of Consultation with ALCC.

Councillor Daniels responded:

- The County Borough had a Play Strategy from 2004 till 2009, and since then there had been no constructive mechanism for play areas.
- Our area was well served in that Cwmtillery had 17 play areas, yet Georgetown in Tredegar only had 2.
- During the review the borough council had use the ratio of 1 playground per 250 children to plan for future provision.
- The budget for playgrounds is £46k per year.
- 14,000 children in borough area in 2004, now 12,000.
- Overall will reduce play areas from 53 to 38.
- Education budget is ring fenced and cannot be used for playgrounds.

BGCBC/Local Councils Charter

A question was asked about the current charter between Blaenau Gwent County Borough Council and the four Town and Community Councils, regarding Blaenau Gwent not fulfilling their part of the charter.

Councillor Daniels responded:

- It is right and proper that Town and Community Councils have a right to comment on issues.
- This issue has now been transferred to the Policy and Engagement group at the Borough Council, being led by Bernadette Elias, who Councillor Daniels has the utmost respect for.
- The future focus will be on strategy and outcomes.
- There has been frustration of the perceived lack of engagement on both sides.
- Main strategic areas to consider are Future Generations and Well Being.
- Meeting on 27 February between Borough and the four town councils to look at charter and better ways of working together in partnership.
- There has been CAT engagement with over 90 sporting clubs.

Car parking in Abertillery Town Centre

A question was asked about car parking in Abertillery Town Centre.

Councillor Daniels and Councillor Collier responded:

- Could not discuss Abertillery and Llanhilleth Community Council's proposal as the issue of keeping the multi-storey Car Park in Division Street open beyond 7pm involves Health and Safety and resourcing aspects for Blaenau Gwent County Borough Council.
- Three sites in Abertillery: Cross Street, King Street and one other are having yellow lines removed, which will free up other parking spaces. This is part of a wider Blaenau Gwent scheme across the whole County Borough area.

Litter Fines

A question was asked about the use of a private company in enforcing litter fines.

Councillor Daniels responded:

- There were some commercial sensitivities around answering the question but Blaenau Gwent were reviewing this as part of a wider Borough Council review of services.

Anti-Social behaviour

A question was asked about the increase in Anti-Social behaviour in Abertillery Town Centre.

Councillor Daniels responded:

- There is a small minority that are causing problems
- Wider CCTV coverage may not help as sometimes youths act up in front of the cameras
- Council Litter picker who closes gates now has to wear a Body Cam because of some Anti-Social behaviour toward him
- There is no easy solution

Recycling centre at Bournville

Councillor Daniels responded:

- The new recycling centre was due to go before planning on 7th March.
- A set of traffic lights is planned at the junction with the A467.

The meeting ended at 8:00pm

Signed as a correct record by the Chair

NB these minutes are a summary of the proceedings and record of the decisions taken. They are not intended to be a verbatim record.

Minutes produced by Steve Edwards, Deputy Clerk

**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY
COUNCIL (ALCC) HELD ON 27 MARCH 2019 at 7.00pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors:

Peter Adamson, Keri Bidgood, Gill Clark, Roger Clark, Tracey Dyson, Julie Holt (Chair) (in the Chair), Mark Lewis, Beverley Lucas, Perry Morgan, Gary Oakley, Allen Rees, Nick Simmons and Glyn Smith

Officers: Steve Edwards, Deputy Clerk and Richard Gwinnell, Town Clerk

ABSENT: Councillors Amanda Edwards, Rob Phillips, Bernard Wall, Graham White and Trudy Williams

227. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies for absence were received from Councillors Amanda Edwards, Rob Phillips, Bernard Wall and Trudy Williams.

The Chair welcomed and introduced Julian Meek and Tony Flatman, of the Abertillery and Ebbw Valleys Dynamic News, as well as two people who were making a film about the new newspaper and were filming this meeting, for the purposes of that film.

Julian Meek thanked the Chair, staff and members for allowing him to speak and for allowing the filming of the meeting. He referred to the history of the newspaper, which had started in 2015 and ceased production in 2017, but was due to be relaunched, as a free, independent newspaper for the local area, in approx. 7 weeks' time. He stated that the paper would cover ALCC meetings and local news and encouraged members to support the paper and spread the word of its relaunch.

The Chair welcomed the relaunch of the paper and wished success to all concerned.

228. DECLARATIONS OF INTEREST

No members declared any personal or prejudicial interests.

229. MINUTES – COUNCIL – 20 FEBRUARY 2019

Council RESOLVED that the minutes of the Council meeting held on 20 February 2019 be confirmed as a correct record, for signature by the Chair.

230. MINUTES – HUMAN RESOURCES COMMITTEE – 1 MARCH 2019

The members of the Human Resources Committee confirmed that the minutes were a correct record of the meeting.

Council RESOLVED that the minutes of the Human Resources Committee meeting held on 1 March 2019 be confirmed as a correct record, for signature by the Chair, and

their contents be noted.

231. QUESTIONS FROM THE PUBLIC

There were no public questions for this meeting.

232. COUNCIL ACTION LIST

The Chair referred to the large number of previous decisions which had been actioned and reminded members that those items would now come off the list.

Council RESOLVED to note the updates shown in the action list.

233. FINANCE ORDER

Council RESOLVED to note and approve the payments listed in the Finance Order.

234. BUDGET 2019/20: PROJECTS AND PARTNERSHIPS WORKING GROUP (P&PWG) REPORT

The Clerk circulated copies of the notes of the P&PWG meetings held on 11 March and 18 March 2019, containing the working group's recommendations back to Council.

The Chair stated that the Council on 17 April would be considering the year-end report on the 2018/19 budget. It would at that point have more information on the spending made in the current year, which would help inform spending plans for the year ahead. It would be appropriate therefore to delay further discussions on the budget itself (i.e. the amounts the Council wished to spend on what new initiatives) until then. Furthermore, that delay would allow time for the new working groups to have their initial meetings (if Council agreed to establish new working groups) and discuss what projects they might propose to take forward in the year ahead. The Council tonight should therefore focus on the recommendations of the P&PWG dated 18 March, not 11 March.

Following discussion of the benefits of smaller working groups and discussion of who wished to serve on which groups, Council **RESOLVED**:

- (1) That a Youth Engagement Working Group be established, to work with external agencies, examine whether any external grants/funding may be available, examine how ALCC can support existing youth engagement activities, whilst avoiding duplication, formulate proposals for youth engagement initiatives, and report back to the Council with recommendations
- (2) That Councillors Gill Clark, Julie Holt, Perry Morgan, Gary Oakley and Glyn Smith be appointed to the Youth Engagement Working Group, and the group invite other members and partners to meetings as it sees fit, for specific discussions
- (3) That a Leisure and Tourism Working Group be established, to work with external agencies, examine whether any external grants/funding may be available, examine how ALCC can support existing leisure and tourism activities, whilst avoiding duplication, formulate proposals for a 2019 Party in the Park, a Fun Run, Town in Bloom, a Rugby 7s tournament, public toilets and car parking provision, and report back to the Council with recommendations

- (4) That Councillors Peter Adamson, Keri Bidgood, Tracey Dyson, Mark Lewis, Beverley Lucas and Nick Simmons be appointed to the Leisure and Tourism Working Group, and the group invite other members (e.g. Councillors Roger Clark, Rob Phillips and Allen Rees) and partners to meetings as it sees fit, for specific discussions
- (5) That the working groups elect their own Chairs at their first meetings
- (6) That the relevant members be consulted on the dates, times and venues for the first meetings of the working groups
- (7) That Council invites the Police and Crime Commissioner for Gwent to a future meeting, to discuss police resources.

235. SOLAR FARM GRANT 2018: P&PWG REPORT

The Clerk circulated copies of the notes of the P&PWG meeting held on 18 March 2019 regarding the solar farm grant.

Council RESOLVED:

- (1) to note the response of the solar farm company to the Council's request dated 5 March 2019 (i.e. that the company will agree to grant the £35,000 requested for the Cwmtillery Project, as listed in the email from the Clerk dated 5 March 2019, with the exception of the £3,032 amount for contingency)
- (2) that the £3,032 funding gap (previously identified as contingency funding) be used instead for the following purposes:
 - £1,500 – Perimeter native hedging around wood
 - £1,000 – Full ecological impact assessment for development of the wood
 - £532 – Memorial Garden planting/landscaping.

236. APPLICATIONS FOR GRANTS OR ASSISTANCE AND GRANT OPPORTUNITIES

Council RESOLVED:

- (1) to grant £200 to the Abertillery Rock and Blues Festival Committee, to pay towards the costs of banners, posters and flyers for the event on 17 to 19 May 2019
- (2) to grant £100 to the Llanhilleth Heritage Society to help towards the costs of their History of Llanhilleth Colliery Exhibition
- (3) to seek further information from Abertillery Bowls Club, on whether they are a limited company and on the amount they are seeking, and report back to Council
- (4) to decline the request for a donation from the Urdd National Eistedfodd 2019, as this is a national event and people and schools have to pay the costs of entry
- (5) to grant £200 to the Wales Air Ambulance Charity, to help towards the costs of life saving Air Ambulance missions, some of which may be in the area of ALCC.

237. DEFIBRILLATORS

The Deputy Clerk updated Council on progress with the defibrillators project. The defibs and cabinets had arrived, but the wrong cabinets (without locks) had been supplied. The correct cabinets were on order (at a cost of an additional £405) and were expected to arrive in the next few days. Agreement had been reached with the owners of the nine sites (except Llanhilleth Institute) where the defibrillators would be installed. Three

quotes from electrical installers had also been received and the successful contractor would be selected when the correct cabinets arrived, on the basis of cost, experience and local labour. Installation and advertising would follow shortly after. The Council did not need to decide on the quotes, as the officers had been given authority by the Council to get on with delivering the project and referring back to Council may delay the project further. Also, different electricians may be used for different sites. Members asked the officers to get contractors in place as soon as possible, so that the defibrillators could be installed as soon as possible after the new cabinets arrived.

Council RESOLVED to note progress.

238. COMMITTEES AND WORKING GROUPS

Council RESOLVED:

- (1) to appoint Councillor Beverley Lucas and Councillor Amanda Edwards to serve on the Planning and Environment Committee
- (2) to appoint Councillor Beverley Lucas and Councillor Amanda Edwards to serve on the Projects and Partnerships Working Group
- (3) to appoint Councillor Mark Lewis to serve on the Joint Committee of Local Councils in Blaenau Gwent
- (4) to nominate Councillor Beverley Lucas to serve on the Governing Body of Ysgol Gymraeg Bro Helyg and
- (5) to disband the Centenary Events 2018 Working Group.

239. REPORTS BACK ON RELEVANT TRAINING OR MEETINGS ATTENDED

Councillor Glyn Smith and the Clerk reported back on the meeting held earlier today of the Joint Committee of Local Councils in Blaenau Gwent. This was the first meeting of the committee since 2014/15 and further meetings would follow, possibly quarterly. Initial discussions revolved around future arrangements and meeting dates as well as whether any funding may be left over from 5 years ago, when each Council had contributed £200 to the costs of administering the Joint Committee.

Council RESOLVED to note the report back.

240. LLANHILLETH PARK

The Clerk read out a letter received from Mark Howland, the Property Asset and Review Officer of Blaenau Gwent County Borough Council (BGCBC) on 5 March 2019. Mr Howland had explained that Llanhilleth Rugby Football Club and Football Club were both proposing to submit bids to take on the running of the changing room and pitch/training area at Llanhilleth Park. BGCBC wanted to know if the Community Council wished to take on the running of these facilities instead.

Council RESOLVED that it does NOT wish to take on the running of these facilities.

241. PAYROLL SERVICES PROVISION

The Clerk reported on the successful negotiations with Blaenau Gwent County Borough

Council's Payroll Services, since the Council's decision on 12 December 2018, and the current position, in relation to changing ALCC's payroll service provider.

Council RESOLVED to note that payroll services (including payment of ALCC staff, pensions and HMRC by automatic bank transfer) will in future be provided by Blaenau Gwent County Borough Council Payroll Services, at a cost to ALCC of £50 per month, in line with the Council's decisions of 12 December 2018.

242. INDEPENDENT REMUNERATION PANEL (IRP) FOR WALES: ANNUAL REPORT

The Clerk outlined the background to and content of the 2019 annual report of the IRP, along with the Council's options and previous decisions on members' allowances.

Council RESOLVED:

- (1) To note that the IRP has decided that every member must be paid an allowance of £150 each for expenses/costs incurred per year, unless they individually write to the Clerk, stating that they wish to forego that allowance
- (2) not to pay any additional allowances to members for special responsibilities
- (3) that every member may claim travel costs for approved duties in line with the rates in the IRP report
- (4) that every member may claim subsistence expenses for approved duties in line with the rates in the IRP report, if an overnight stay is required
- (5) not to pay financial loss compensation to any member
- (6) to note that the IRP has decided that every member must be paid "cost of care" reimbursement in line with the rates in the IRP report, on production of receipts
- (7) not to pay a Civic Head Payment
- (8) not to pay a Deputy Civic Head Payment
- (9) to note the other determinations of the IRP relating to town/community councils.

243. CHAIR'S ANNOUNCEMENTS AND OTHER RELEVANT CORRESPONDENCE

The Chair referred to the recent award of the Freedom of the Borough of Blaenau Gwent to Snooker World Champion Mark Williams of Cwm.

Council RESOLVED to write to Mark Williams with the Council's congratulations.

244. CELEBRATING LOCAL SUCCESS

Council RESOLVED to write to Abertillery Excelsiors FC, who had recently gained promotion; Jack Marshman, who had recently won another UFC fight; and to Bethany Paull, who had recently won Gold and Silver medals at the Special Olympics, with the Council's congratulations, and announce their successes on the ALCC website.

245. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

Council RESOLVED to exclude the press and public from the meeting for the following item of business, by virtue of The Public Bodies (Admission to Meetings) Act 1960, on the grounds that disclosure of the matters to be discussed would be prejudicial to the public interest by reason of the confidential nature of those matters.

The meeting adjourned for a 10-minute break while the public and camera crew left.

246. CHRISTMAS LIGHTS

The Clerk circulated copies of the notes and recommendations of the Christmas Lights Working Group held on 18 March 2018. He also read the contents of a note containing legal advice and advice about insurance liability.

Lengthy debate ensued on the next steps. Members reported that tenants and residents' associations in Llanhilleth, Brynithel and Cwmtillery had stated already that they would provide their own lights in future, with financial help from the Community Council. News was awaited from Six Bells and Aberbeeg, with local ward members due to report back to the Council on those discussions. It was also reported that Bourneville Community Centre had been providing the lights next to the centre for several years already. How much the Council would grant to local areas in future, and what options the Council wished to explore in terms of a new contract were matters for future discussion.

Council RESOLVED:

- (1) That the insurance liability and legal advice be noted
- (2) That the Clerk write to the former contractor, giving him 21 days to remove any remaining lights and informing him that, if he does not do so, the Council will remove them and seek to recover the cost from him
- (3) That the Clerk contact Blaenau Gwent County Borough Council to ask whether they could help with removing the remaining Christmas lights (if the former contractor does not remove them)
- (4) That (if the former contractor does not remove the remaining lights and BGCBC is unable to help), the Council seeks quotes for and pays for the removal of the remaining lights and seeks to recover the cost from the former contractor
- (5) That Council notes that groups in Brynithel, Llanhilleth and Cwmtillery have already indicated that they would be happy to organise their own Christmas lights in future, subject to some financial help from the Community Council
- (6) That members continue discussions with local tenants and residents' groups and other groups in Six Bells and Aberbeeg, about them providing their own lights in future, with some financial help from the Community Council, and report back
- (7) That further steps in relation to deciding to go out to tender for a new Christmas lights contract be held in abeyance, pending confirmation of the outcome of members' discussions with local groups.

The meeting ended at 8.50pm.

Signed as a correct record by the Chair

NB these minutes are a summary of the proceedings and record of the decisions taken. They are not intended to be a verbatim record.

Minutes produced by Richard Gwinnell, Clerk

**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL
COUNCIL MEETING
17 APRIL 2019**

ACTION SHEET

This action sheet lists decisions previously taken by the Council, where specific action is required to implement the decision. Its purpose is to monitor those decisions, to ensure decisions are implemented and ensure Council is kept up to date on the situation. It does not include decisions on matters which are confidential (e.g. contracts in progress or staffing matters).

Past decisions will remain on the decision sheet until they have been implemented and reported back to Council, or Council has decided they are out of date. Once reported back as complete (or overtaken by events), they will be removed. Decisions to be removed after this meeting are shaded and marked *

Meeting	Minute ref	Decision / action required	By whom	Position report
Council 12.7.17	42 (6)	Arrange Code of Conduct training – attendance mandatory for all members	Clerk	All have attended except 1 member + 2 new members
Council 25.4.18	294 (1)	Invite Simon Morgan of Admiral Nurses to a future Council meeting	Clerk	To be invited when agenda is short
Council 27.6.18	23	Progress two blue plaques, for John Selway and Roger Cecil, at Jubilee Square	Clerk/DC	JS plaque received. To be put up asap, planned for Aberfest
Council 25.7.18	52 (2)	Add feedback on grants to the Council's website as soon as possible	Clerk / DC	
Council 26.9.18	62 (4)	Investigate facilitating a quarterly problem solving and business networking session; any costs to come back to Council for approval	SLWG	
Council 26.9.18	66 (2)	Speak to Tredegar Town Council re how they run their public toilets	Clerk / DC	
HR Ctte 24.10.18	80	Take suggested amendments to HR terms of reference back to Council	Clerk	To be done at annual Council meeting
Council 24.10.18	92 (2)	Devise suggested criteria for future grants and report back to Council with recommendations	GCWG / Chair / Clerk	In progress
Council 24.10.18	93	Officers to be given access to the new ALCC shop local/trader Facebook page as soon as it is established	SLWG members	
Council 7.11.18	113	Allocate up to £15,000 from reserves to pay as soon as possible for up to 10 defibrillators: purchase, installation, training and publicity	Clerk / DC	£15k transferred. Work continues on defib roll-out
Council 21.11.18	138(3)	Blaina Riots Plinth – seek further details of the help or funding they are asking ALCC for	Clerk	Question asked. Reply awaited
HR Ctte 10.12.18	151	Meet in new year re staff job descriptions	Chair of HR / Clerk	
Council 12.12.18	156	Ask for more details of the Ebbw Fach Crime Prevention Panel and let members know	Clerk	Questions asked. Reply awaited
Council 12.12.18	161(1)	Consider cost effective use of officer time as part of future decision making, including decisions on the budget and future projects	Council	
Council 12.12.18	161(2)	Consider further overtime payments for staff, employing project staff, an Admin Assistant and work experience placements	HR Ctte	

Council 12.12.18	161(3)	Use a mixture of TOIL and overtime in future	HR Ctte	
Council 12.12.18	162(2)	Develop terms of reference for a Well-being Committee and submit to Council for approval	Clerk	
Council 12.12.18	172(2)	Enter into [a payroll service provision] agreement with BGCBC if possible	Clerk	BGCBC running ALCC payroll from Apr 19. SLA to be signed
Council 16.1.19	182(2)	Ask the solar farm company for the funding, to allocate for these proposals, subject to further work, checks and discussions	Clerk	See 235 below *
Council 30.1.19	189(5)	Ask EAS if they need a rep on Bro Helyg	Clerk	Question asked. No reply. Overtaken by 238 below *
Council 30.1.19	190(2)	Report back to Council on budget options and meet with reps of bodies re solar farm grants	P&PWG / Chair	In progress
Council 30.1.19	195(4)	Discuss future Christmas lights provision and report back to Council with options	CLWG / Chair	In progress
Council 20.2.19	201(3)	Report back following discussions with BGCBC re Jubilee Square gates and cleaning	Chair (J Holt)	
Council 20.2.19	202(6)	Pay solar farm grant to Abertillery Excelsiors FC	Clerk	Awaiting funding from solar farm company
Council 20.2.19	203(2) and (3)	New members co-opted; declaration/induction/amending committee lists required	Clerk / DC	In progress
Council 20.2.19	212	Meeting date changes - publicise	Clerk	In progress
Council 20.2.19	216	Friends of Six Bells Park successes: write letter and announce on website	Clerk / DC	Completed *
Council 20.2.19	218(2)	Finalise details of engagement process with the Internal Auditor	Clerk / DC	
Council 20.2.19	219	Members of the Christmas Lights Working Group and Shop Local Working Group and local ward members continue discussions with local groups, tenants and residents' associations and shopkeepers on whether they would be interested in providing and funding their own Christmas lighting displays in future	Members	See 246 below *
HR Ctte 1.3.19	223	Letter to Deputy Clerk: consent for alternative employment	Chair	Completed *
Council 27.3.19	234(1)	Youth Engagement Working Group established – meet and report back to Council with recommendations	Chair of YEWG	In progress
Council 27.3.19	234	Update and publish committee membership and terms of reference lists	Clerk	Completed *
Council 27.3.19	234(3)	Leisure and Tourism Working Group established – meet and report back to Council with recommendations	Chair of L&TWG	In progress
Council 27.3.19	234(7)	Invite the Police and Crime Commissioner for Gwent to a future Council meeting	Clerk	Invite sent
Council 27.3.19	235(2)	Inform the solar farm company of the change to the 2018 grant request and seek funds	Clerk	Funds imminent
Council 27.3.19	236(1)	Pay grant: Abertillery Rock and Blues Festival	Clerk	Completed *

Council 27.3.19	236(2)	Pay grant: Llanhilleth Heritage Society	Clerk	Completed *
Council 27.3.19	236(3)	Seek further information from Abertillery Bowls Club on the grant sum requested and status of the organisation	Clerk	Info request sent
Council 27.3.19	236(4)	Respond to the Urdd National Eisteddfodd re their grant request	Clerk	Completed *
Council 27.3.19	236(5)	Pay grant: Wales Air Ambulance Charity	Clerk	Completed *
Council 27.3.19	238	Amend committee membership list and write to outside bodies (JCLC and EAS) re changed nominations	Clerk	Completed *
Council 27.3.19	240	Respond to BGCBC re Llanhilleth Park	Clerk	Completed *
Council 27.3.19	242	Pay members' allowances as required during the financial year ahead	Clerk	Will be done. No need to stay on list *
Council 27.3.19	243	Write to Mark Williams with the Council's congratulations on his success	Clerk / DC	Completed *
Council 27.3.19	244	Write to Abertillery Excelsiors FC, Jack Marshman and Bethany Paull with the Council's congratulations on their successes	Clerk / DC	Completed *
Council 27.3.19	246(2)	Write to the former contractor, giving him 21 days to remove the remaining Christmas lights	Clerk	Completed *
Council 27.3.19	246(3)	Contact BGCBC for help with removing the Christmas lights if needed	Clerk	In progress
Council 27.3.19	246(4)	Seek quotes for and pay for removal of the Christmas lights if needed and seek to recover costs from former contractor	Clerk	
Council 27.3.19	246(6)	Members continue discussions with groups on providing their own Christmas lights in future, in areas outside Abertillery town centre, and report back	Members	In progress

Abbreviations

DC = Deputy Clerk	Cllr = Councillor
PQ = Public Question	BGCBC = Blaenau Gwent County Borough Council
Ctte = Committee	RFO = Responsible Financial Officer
CEWG = Centenary Events Working Group	DBS = Disclosure and Barring Service
SLWG = Shop Local Working Group	WBWG = Well-being Working Group
FT = Ffrindiau Tyleri	GCWG = Grants Criteria Working Group
CLWG = Christmas Lights Working Group	EAS = Education Achievement Service
A&LCC = Abertillery and Llanhilleth Community Council	
P&PWG = Projects and Partnerships Working Group	
YEWG = Youth Engagement Working Group	
L&TWG = Leisure and Tourism Working Group	
JCLC = Joint Committee of Local Councils	

Author: Richard Gwinnell, Clerk to the Council

Updated: 9 April 2019

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THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
CYNGOR CYMUNED ABERTYLERI A LLANHILLEDD

E-mail : clerk.alcc@gmail.com

Telephone 01495 217323

*Agenda
Item 7*

www.abertilleryandllanhilleth-wcc.gov.uk

Council Offices,
Mitre Street,
Abertillery, Blaenau Gwent. NP13 1AE.

Swyddfa'r Cyngor,
Stryd Meitre,
Abertyleri, Blaenau Gwent. NP13 1AE.

**The accounts listed hereunder are presented at the 17 April 2019 Council Meeting
(Finance Order No 8 – March 2019 to April 2019)**

Cheques that have been Presented between 5 March 2019 to 5 April 2019.

Note: Because of the early date of the April meeting the bank statement has not yet been received so there can not be any confirmation of any cheques cashed.

Income during the period: None – We are awaiting payment of the precept.

Current Account Balance as at 5 March 2019 (Latest Bank Statement): £39,405.63

This includes bank charges to that date.

Cheques that have been issued but not yet presented as at 8 April 2019

SSE - Christmas Lighting 2017	7395	£944.70
AR Digital - Nov 2018 Printing	7439	£74.56
M Lewis - Members Allowance	7458	£150.00
P Morgan - Members Allowance	7460	£150.00
Tillery Dragons - T Williams Ward Grant	7462	£100.00
AYDMS - T Williams Ward Grant	7464	£100.00
AYDMS - T Dyson Ward Grant	7473	£50.00
Llanhilleth Junior Rovers - A Rees Ward Donation	7475	£50.00
Llanhilleth Junior Rovers - G Clark Ward Donation	7476	£50.00
Llanhilleth Junior Rovers - K Bidgood Ward Donation	7477	£50.00
Tillery Dragons - Council Grant	7478	£200.00
Knit and Natter Group	7479	£100.00
Sharon Mason	7481	£75.00
Ian Bradley	7482	£40.00
Staff Costs – March 2019		£4,526.88
AR Digital - Feb 2019 Printing	7487	£46.55
Welsh Hearts Locked Cabinets	7488	£405.00
Python IT - 3 copies of MS Office	7489	£120.00
TOTAL:		£7,231.89

Invoices Received or Council Decisions Made – Cheques not yet Issued:

Payee	Nature of Payment	Amount
Viking Payments	Stationary	£147.83
AR Digital	Printing Costs March	£55.32
Garry White & Co	Payroll Feb-April	£78.00
Green Fingers	Cut / Visit #1	£85.00
SSE	Electricity for Christmas Lights	£2,497.26
Blaenau Gwent	Lease of land at Gellicrug	£10.00
Communicate Better	1 years subscription Office 365	£226.22
	TOTAL:	£3,099.63

Current account position as at 5 March 2019

Opening Balance:	£39,405.63
Cheques Outstanding:	£7,231.89
Outstanding invoices/liabilities	£3,099.63

Subtotal remaining: £ 29,074.11

£1,590 from this balance is ring-fenced for the Defibrillators Project for installation costs

£1,201.60 from this balance is ring-fenced for Chairs Charity.

Outstanding Grant Applications:

None

Reserve Account Position as at 5 March 2018: £16,593.61

£15,000 will be transferred into the Reserve Account in April 2019 to cover the costs of the Defibrillator Project and replace the £15,000 transferred out of the Reserve Account in December 2018 for this purpose.



Abertillery and Llanhilleth Community Council

End of year 2018/19 Budget Report

**Author: Richard Gwinnell (Clerk) and Steve Edwards
(Deputy Clerk)**

Date: 9 April 2019

For Council Meeting on 17 April 2019

Background:

It is part of good governance and reducing financial risks that Councillors who have the ultimate financial responsibility for the Community Council are kept informed on the budget situation.

One of the key elements of this is a report back from officers on how spending and income is performing against the budget that has been agreed. This is the full year budget report for 2018/19.

The Council agreed a budget at its 17 January 2018 meeting (see column "Agreed Budget for 2018/19" on **Annex 1**) which formed the basis of our precept request and the baseline numbers for comparisons in this budget report. We also came into the 2018/19 year in a healthy situation as far as finances are concerned with a Current Account balance more than £10k and reserves more than £37k.

Report:

The Budget setting for 2018/19 was more rigorous and robust than previous years, so while there will always be unseen costs during any year it was expected that 2018/19 costs will be more in line with the budget that was set.

The spend for 2018/19 was £87989.79 on items that had a budget set, against a budget of £112,916.23 so a £24926.44 underspend. All the factors that have gone into this are detailed in the attached spreadsheet (**Annex 1**) and explained below.

The main reasons for this are

- We are in credit for the electricity supply at the factory unit, so nothing is being paid on that account.
- Less than half of anticipated training costs were spent.
- Less than half anticipated mileage costs were spent.
- No Pension Costs for Deputy Clerk.
- No external Audit Costs spent.
- Only just over half of anticipated Stationary and Postage costs were spent.
- Travel and Mileage costs are lower than forecast.
- BT costs have fallen on the introduction of payment by direct debit.
- The cost of supplying power for Christmas lights at Aberbeeg and Cwmtillery was lower than forecast.
- Not all Ward Donations were taken up.
- Chairs allowance not used.
- Less than half anticipated Council decided grants were awarded.
- Not all Members Allowance Costs were taken up.
- 50% underspend on Christmas Lights.
- Not all allocated money for Winterfest activities was spent.
- No Money spent on public toilets.

We have also paid for additional items detailed below which were not considered as part of the overall budget process in January 2018 and are not included in the figures above, as these are unbudgeted items.

New Front Door Keys	£16
Painting of 3 names onto Chairs Board	£100
Match funding for Grannys Wood (we had this liability since Jan 2017)	£1,400
Raffle Tickets for Chair Charity	£39.54
Mobile Phone	£15
Welsh Water (For Factory Unit)	£115.59
Additional Talk for School – WW1*	£50
Silent Soldier*	£250
Installation of Silent Soldier*	£75
Party in the Park*	£10,542.28
John Selway – Blue Plaque	£440.99
Petty Cash	£50
Large Poppies	£174
Flags	£45.80
Shop Local Banners	£180
Shop Local – Photo Backdrop (Jubilee Square)	£50
Shop Local Cable Ties	£11.99
Shop Local Window Stickers	£150
Sharon Mason – Honourium	£75
Ian Bradley – Honourium	£40
9 Defibrators and Cabinets*	£13,005
Additional Costs to add locks to Defibrillator Cabinets*	£405
3 x MS Office Licences	£120
Total	£27,399.53

*** Funding for these items were taken from reserves – see further info in the section below**

World War One – Centenary Events Project.

The original budget for this was £5,000 taken out of Council Reserves in 2017/18. A further £6,398.17 was taken out of Council Reserves in 2018/19 to cover the quoted costs of Party in the Park, as agreed by Council on 25/7/18. This is reported as separate item on the forecast spreadsheet in blue as the overall costs of the Centenary Events and is detailed below.

WW1 Centenary Events	£5,000.00	
Talks in school	£250.00	4 talks paid in 2017/18 - 3 additional talks budgeted (only one taken up)

Wreath for laying in Belgium	£50.00	
Silent Soldier	£250.00	
Installation of Silent Soldier	£75.00	
Party in the Park Costs	£10,542.28	Actual costs were less than quoted costs
	-£6,167.28	
Transfer From reserves	£6,398.17	
	£230.89	Surplus from transfer from reserves (£130.89 from underspend on Party in the Park and £100 underspend on Talks in Schools)

Defibrillator Costs.

£15,000 was transferred from reserves in November 2018 to pay for the purchase and installation of up to 10 external defibrillators. The money will be put back into reserves or receipt of the Precept for 2019/2020.

Budget Status:

Budgeted Spend plus the Additional Items in total are £115,389.32 which is more than the precept for £112,916.23 for the year. During the year we took £21,398.17 from reserves and we also had VAT reclaim income of £6,139.67 in July 2018. So, the overall budget status is GREEN.

However, it should be noted that if we had not had a Christmas Lighting underspend of £10,000, the movement of money from reserves and the VAT reclaim income the Council would have been in danger of running out of money from its current account. This demonstrates the importance of effective budgeting, planning ahead for what the Council wants and needs to spend and monitoring. It is crucial that the money taken from reserves is replaced and that decisions to spend significant sums are not taken during the year, unless the Council has already budgeted for that spending.

Recommended: that the report be noted.

Report of full year (April 2018 to March 2019) by Steve Edwards

Expenditure	Agreed Budget for 2018/19	Year End £	Variance £	Variance %	Notes
Budget Item					
Clerk Salary (Gross)	£28,719.60	£29,313.24	£593.64	2.07	NALC pay scales increased by 2% in April 2018
Deputy Clerk Salary (Gross)	£15,512.12	£15,828.36	£316.24	2.04	NALC pay scales increased by 2% in April 2018
Pension	£7,961.71	£5,276.40	£2,685.31	-33.73	Deputy Clerk opted out
Employer NIC	£3,850.61	£3,871.26	£20.65	0.54	
Staffing Costs Totals	£56,044.04	£54,289.26	£1,754.78	-3.13	
2 * Memberships of SLCC	£306.94	£375.00	£68.06	22.17	
Training Budget for Officers	£1,200.00	£225.00	£975.00	-81.25	
Training Budget for Members	£2,000.00	£940.31	£1,059.69	-52.98	
Microsoft Office, 2 Licences	£232.37	£225.60	£6.77	-2.91	
Bank Charges	£200.00	£193.67	£6.33	-3.17	
Insurance	£669.50	£635.03	£34.47	-5.15	Council resolved at Meeting of 27/6/18 to go forward with renewal quote from Zurich.
Membership of One Voice Wales	£2,210.38	£2,497.00	£286.62	12.97	
Printing and photocopying usage	£700.00	£777.72	£77.72	11.10	
Printer Rental	£1,300.00	£1,259.56	£40.44	-3.11	
BT (Internet and Phone)	£772.50	£245.31	£527.19	-68.24	Now on Direct Debit
Web Hosting - Vision ICT	£250.00	£312.00	£62.00	24.80	Including annual costs for .gov.uk domain
Stationery and Postage	£1,236.00	£650.48	£585.52	-47.37	
Payroll	£300.00	£312.00	£12.00	4.00	
Information Commissioner Registration	£40.00	£40.00	£0.00	0.00	
British Gas - Electricity	£669.50	£0.00	£669.50	-100.00	We are still in Credit with British Gas. Forecast is for no spend this year
Internal Audit	£1,000.00	£1,743.70	£743.70	74.37	Invoice Received and paid (Note no internal auditor costs paid last year)
Travel and Mileage	£500.00	£226.80	£273.20	-54.64	
External Audit Costs	£1,000.00	£0.00	£1,000.00	-100.00	Actual Costs are unknown at this time
Admin Totals	£14,587.19	£10,659.18	£3,928.01	-26.93	
Ward Donations @ £200 per Councillor	£3,800.00	£3,060.00	£740.00	-19.47	Projection is still based on 19 Councillors at £200 each
Chairmans Allowance	£800.00	£0.00	£800.00	-100.00	Council resolved at Meeting of 9/5/18 not to pay Chairs allowance.
Council Funding	£5,600.00	£2,400.00	£3,200.00	-57.14	
Members Allowance	£2,800.00	£1,025.00	£1,775.00	-63.39	Includes payments for three sets of allowances from previous year that were paid in this year
Donation Spending	£13,000.00	£6,485.00	£6,515.00	-50.12	
Xmas Lights	£20,000.00	£9,979.20	£10,020.80	-50.10	Part of multi year contract - Contract Cancelled in Feb 2019)
Installation of Power Supply at Aberbeeg and Cwmillery lakes		£1,005.26	£194.74	-16.23	Work Completed
Winterfest	£2,000.00	£1,405.19	£594.81	-29.74	Including Glow company costs
Panto	£1,300.00	£1,300.00	£0.00	0.00	
Contribution to Toilets	£2,000.00	£0.00	£2,000.00	-100.00	The toilets are no longer open so no costs incurred
Allotments Rentals	£510.00	£494.00	£16.00	-3.14	
War Memorial Maintenance	£1,300.00	£1,128.00	£172.00	-13.23	Increased costs are for planting and watering during summer
Wreaths	£125.00	£300.00	£175.00	140.00	Including £25 for Cllr P Morgan, wreath laying in Belgium, costs of wreaths for BG to be recovered
SWALEC Costs for Christmas Lights 2017	£850.00	£944.70	£94.70	11.14	
Environmant and Leisure	£29,235.00	£16,556.35	£12,728.65	-43.46	
Budget	£112,916.23	£87,989.79	£24,926.44	-22.08	
WW1 Centenary Events	£5,000.00	£5,000.00			
Talks in school		£250.00			4 talks paid in 2017/18 - 3 additional talks budgeted (only one taken up)
Wreath for laying in Belgium		£50.00			

Motion to ALCC ordinary meeting 17/04/2019 - Cllr. Peter Adamson

'That this council – Abertillery & Llanhilleth Community Council – wishes to make known to the Welsh & Westminster governments their objection to any plans for their catchment area and the wider Blaenau Gwent area becoming a site for a nuclear waste Geological Disposal Facility (GDF) as outlined in plans published by Radioactive Waste Management on the 19th December 2018. We agree with the Nuclear Free Local Authorities (NFLA) Radioactive Waste Policy Briefing no. 76, that the safest approach to the storage of nuclear waste is not to bury it, but to keep it near the surface of the ground where it is easily monitored and can be repackaged if necessary, and the need for transporting it over long distances is minimal.”

“We also wish to register a particular objection to legislation - in areas with two tiers of local government, such as our own – that seeks to prevent any one council from vetoing discussions on hosting a GDF.”

No Underground Nuclear Waste Dump in Wales

The Westminster government is currently looking for a Welsh community to “volunteer” to host an underground nuclear waste dump, officially described as a Geological Disposal Facility, to bury all the high-level nuclear waste from the UK’s nuclear weapons and nuclear power programmes. Any volunteering host community would be rewarded financially.

We believe that leaving a legacy of nuclear waste, which needs to be isolated from humans and the environment for tens of thousands of years, cannot be justified by short term financial gain; indeed, we are borrowing the present from our children and future generations. Further information on nuclear waste can be found on the attached leaflet. <https://cndcymru.us18.list-manage.com/track/click?u=e9e1a5671b53f4993e0256b2c&id=ff40307cd9&e=3b471eed92>

<https://www.gov.uk/government/news/government-launches-new-policy-to-deal-with-radioactive-waste>

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Motion from Cllr Gary Oakley

Abertillery & Llanhilleth Community Council

Meeting Wednesday 17th April 2019 @ 7.00pm

In accordance of Section 4, item A, of Abertillery & Llanhilleth Community Council Standing Orders, I hereby give notice of the following Motion for the above meeting under the Agenda.

"I hereby move:

- (1) That the Council purchases and installs a further one defibrillator and cabinet at Warm Turn (exact location to be determined)
- (2) That the Council purchases a further one defibrillator (without cabinet) to keep in the office, as a spare and for mobile use, including at ALCC events
- (3) That the Council purchases 10 AED 3D "Defibrillator" projecting signs (35x20cm), and installs one at each ALCC sponsored defibrillator location
- (4) That the Council sets aside £3,600 of its 2019/20 budget for this purpose
- (5) That the Council delegates all necessary powers to its officers, to complete this project.

Breakdown of costs for the above Motion:

ITEM	QUANTITY	COST	NOTES
Defibrillator	2	£1,999.00	
Defibrillator Cabinet	1	£540.00	
Installation, Defibrillator & Cabinet	1	£300.00	Estimate
AED 3D Projecting Signs 35x20cm	10	£250.00	Costing for signs to be installed separately if needed
Installation of signs	10	£500.00	If required
TOTALS	-	£3,589.00	-

Therefore under Section 4 item A of the Standing Orders; I move a motion that the above items and costs are subsequently approved forthwith.



AED Armor 3D Wall Sign for Outdoor Use

Product Code Armor032

★ ★ ★ ★ 1 reviews

 **IN STOCK**
Delivery within 2-3 days

What's Included?

- ✓ 3D AED Armor Outdoor Wall Sign

The AED Armor wall sign is designed for outdoor use and will ensure that your life-saving defibrillator can be easily found in a sudden cardiac arrest emergency.

Additional Images



Budget 2019/20 - Abertillery and Llanhilleth Community Council

Salaries- this assumes 1 part time (30 hours) Town Clerk and 1 part time (23 hours) Deputy Town Clerk							
Post	FTE (Full Time Equivalent)	Hourly rate	Weekly	Annual Actual	Employer NI Cont	Pension	Total Council Cost
1 Town Clerk NJC Spine Point 35 (Spine Points have been consolidated)	£37,849.00	£19.62	£588.54	£30,604.22	3,060.84	£5,508.76	£39,173.82
1 Deputy Town Clerk NJC Spine Point 23 (Spine Points have been consolidated)	£26,999.00	£13.99	£321.77	£16,732.04	1,147.19	£3,011.77	£20,891.00
Additional Staff Costs for Projects							£20,000.00
Totals				£47,336.26	£4,208.03	£8,520.53	£80,064.81

Training and subscriptions		
2 Memberships of SLCC		£450.00
Training Budget for Officers Including Conference Attendance		£1,200.00
Training Budget for members		£2,000.00
Totals		£3,650.00

Administration		
IT for MS365 for two members of staff		£200.00
Bank Charges		£210.00
Insurance		£650.00
One Voice Wales Membership		£2,350.00
Printing and photocopying usage		£700.00
Printer Rental		£1,300.00
Internet and Phone (BT)		£250.00
Web Hosting - Vision ICT		£250.00
Stationary and Postage		£1,000.00
Accountants (payroll)		£600.00
Information Commissioner		£40.00
Electricity from British Gas		£0.00
Internal Audit		£1,500.00
Travel and Mileage		£500.00
External Audit		£5,000.00
Welsh Water		£150.00
Totals		£14,700.00

Council and Ward Donations		
£200 per Councillor - Ward Donations		£3,800.00
Chairmans Allowance		£800.00
Council Grants		£5,600.00
Members Allowance (19*£150)		£2,850.00
		£13,050.00

Environment and Leisure all items		
Xmas lights		£20,000.00
WinterFest		£2,000.00
Panto		£1,300.00
Contribution to Toilets		£2,000.00
Allotments		£510.00
War Memorial Maintenance		£1,500.00
Wreaths		£125.00
SWALEC Costs for Christmas lights		£1,500.00
Replenish Reserves - Defibrillator		
Project Costs		£15,000.00
Totals		£43,935.00

New Projects		£78,600.19
		£78,600.19

Overall Total

£234,000.00

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