



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

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Our Ref: **NOTICE OF MEETING**

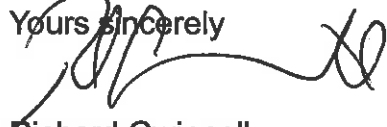
13 February 2019

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 20 February 2019 at 7.00pm**. The agenda for the meeting is set out below.

The Council may suspend standing order 1(z) if it wishes the meeting to last beyond two hours, at the appropriate point in the meeting.

Yours Sincerely


Richard Gwinnell
Town Clerk

COUNCIL AGENDA
WEDNESDAY 20 FEBRUARY 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) 16 January 2019 (b) 30 January 2019 (attached)

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

4. Minutes: Human Resources Committee 10 December 2018 (attached)

For committee members to confirm the minutes as a correct record and for Council to note.

5. Questions from the public

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

6. Council Action List (attached)

To update Council on actions taken resulting from past decisions.

7. Report back from the Projects and Partnerships Working Group

To receive a progress report on budget and solar farm grant discussions and decide next steps.

8. Vacancies for Councillors

To thank former members, decide who to appoint as a co-opted member and decide next steps.

9. Finance Order (attached)

To consider spending to be made and already made.

10. Applications for grants or assistance and grant opportunities (attached)

To consider any applications received and any funding opportunities members are aware of.

11. St David's Day Concert

To receive a verbal update on the above and decide next steps if required.

12. Defibrillators

To receive a verbal progress report and decide next steps if required.

13. The Council's Standing Orders (attached)

To review the Council's Standing Orders.

14. Reports back on relevant training or meetings attended

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

15. Annual Honorariums

To consider giving honorariums to two people for services delivered over the last year.

16. One Voice Wales Membership 2019/20 (attached)

To renew the Council's membership of One Voice Wales.

17. Council Meeting Dates

To consider meeting dates up to the annual meeting.

18. Promotional Materials

To consider purchasing promotional materials.

19. Improving Sustainability - reducing printing

To discuss whether the Council wishes to "go paperless" for future meetings where possible.

20. Chair's announcements and other relevant correspondence

To receive announcements from or deal with correspondence raised by the Chair or officers.

21. Celebrating Local Success

To receive verbal reports on local achievements and successes.

22. 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.

23. Appointment of Internal Auditor

To appoint an Internal Auditor for 2018/19 to 2020/21 with an option to extend further.

24. Christmas lights

To consider reports back from officers and the Christmas Lights Working Group and next steps.

**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY
COUNCIL (ALCC) HELD ON 16 JANUARY 2019 at 5.30pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors:

Peter Adamson, Steve Bard, Keri Bidgood, Gill Clark (Vice Chair), Roger Clark, Tracey Dyson, Julie Holt (Chair) (in the Chair), Mark Lewis, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Graham White and Trudy Williams

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

Others: Dr David Llewellyn (for agenda item 3)
One member of the public

ABSENT: Councillor Bernard Wall

174. APOLOGIES FOR ABSENCE

Apologies for late arrival were received from Councillor Roger Clark. The Clerk reported that Councillor Ivor Beynon had resigned from the Council on 15 January 2019.

175. DECLARATIONS OF INTEREST

Councillor Allen Rees declared a personal and prejudicial interest in agenda item 7 (solar farm funding) as he was involved in setting up a fishing club at Cwmtillery Lakes, which may possibly benefit from funding in future from the solar farm grant.

Councillor Mark Lewis declared a personal and prejudicial interest in agenda item 7 (solar farm funding) as he was the Secretary of CANCO (Cwmtillery Area Network of Community Organisations), which had submitted a proposal for solar farm grant funding.

176. TRANSFORMING LANDSCAPES AND IDENTITIES IN THE SOUTH WALES VALLEYS

The Council received a presentation from Dr David Llewellyn on the above topic. Dr Llewellyn commented on (key points):

- the great opportunities available to transform the South Wales valleys
- the work going on elsewhere e.g. in the Peak District, Todmorton, Frome, Detroit and Pittsburgh (USA), Malmo (Sweden), Treherbert, Pen y Cymoedd, the Valleys Regional Park, Ynysybwl, Clydach Vale etc
- these may not be similar in size to Abertillery but their socio-economics, history and contribution of local councils was key to success
- the opportunities available in the ALCC area, for example at Cwmtillery Lakes and Roseheyworth Woodland, for sustainable tourism, local food growth/production, community renewable energy, outdoor recreation activities, improved housing, health improvement, walking trails etc
- the work he was doing for the Welsh Government and Valleys Regional Park

- the massive changes in landscapes and lives as a result of de-industrialisation in South Wales
- the opportunity for ALCC to work with communities and groups, such as CANCO, Coety Tyleri etc, take advantage of what was already here and be a catalyst for positive change in the ALCC area
- the need to take action in the context of the Well-being of Future Generations Act, Planning Act, Environment Act etc and to work alongside e.g. The Metro
- the need to come up with a USP (unique selling point) for Abertillery e.g. a low carbon town
- the need to be strategic and review the economic function of the area, its assets, strengths, connections, its potential future, and how ALCC could help shape that
- the £8.8 million funding made available to other areas in Wales
- ALCC may be able to access funding in future, with the right strategic, sustainable, partnership approach
- the many assets of the ALCC area, including The Guardian and Ebbw Fach Trail; the question was how these could be connected in a more sustainable way
- how a local football club had taken on the Clydach Vale, turning it into a country park, with café, health walks, activities, volunteering, training, dementia classes etc
- the need to think and invest much more strategically and realistically (e.g. how to use the solar farm grant and the precept to better effect)
- regenerating effectively might take millions, not thousands of pounds
- the CANCO solar farm proposal vastly underestimated the costs of the projects
- the need for a more rigorous approach (e.g. with the solar farm grant); asking what difference can this money make, how many jobs will it create, how can it impact on health, how can we engage with local people and groups, what are the outcomes?

Dr Llewellyn answered questions from members and stated that he would be happy to work further (pro bono) with ALCC, e.g. he could deliver workshops, support community engagement, support ALCC with funding applications etc. He would also send further information for members, via the Clerk.

The Chair thanked Dr Llewellyn for his presentation. Dr Llewellyn left the meeting at this point.

177. MINUTES OF COUNCIL MEETING HELD ON 12 DECEMBER 2018

Council RESOLVED that the minutes of the Council meeting held on 12 December 2018 be confirmed as a correct record, for signature by the Chair

178. QUESTIONS FROM THE PUBLIC

There were no public questions for this meeting.

179. BUDGET AND PRECEPT 2019/20

The Chair reminded members of the importance of declaring any personal interests if any applied. She explained that there were three budget proposals, one from the Clerk, one from Councillor Oakley, and one from Councillor Bard. Each would present their proposals and answer questions. Amended budget proposals had been submitted by Councillor Oakley and Councillor Bard and circulated by email on 14 January. Copies

were re-circulated at this meeting. Copies of the latest survey results had also been circulated at the meeting. Copies would be in the minute book.

The Council then considered the report of the Clerk and the Deputy Clerk, which the Clerk outlined in detail. He emphasised and/or replied to questions (key points only):

- that ALCC had no other income (than the precept), so the precept amount would be the same as the budget amount
- the budget should be specific, agreed and the precept request sent to Blaenau Gwent County Borough Council (BGCBC) in January
- this was the third meeting at which ALCC had considered the budget for 2019/20
- each element of the proposed budget and what it contained
- this was a standstill budget, not including any new projects or ideas
- there was no extra money for Christmas lights, additional staff, events etc, many of which had been discussed as possibilities or needs for the year ahead
- additional money had been built in for staff increments, external audit fees and replenishing the reserves used recently to pay for 9 defibrillators
- the importance of replenishing reserves, which had stood at over £41k in 2017 and were now down to £16k; at least £30k should be held in reserves, if not more
- SLCC fees were estimated to be £450 (not £350) in 2019/20
- the total standstill budget was therefore £135,399.81
- it was for the Council to decide, what to add or remove from the budget
- some costs had to be budgeted for, even though they might not be spent (e.g. staff pension costs and members' basic allowances)
- any underspend at year-end could be put back into reserves if the Council wanted to do that, but the Council could not knowingly "under-budget"
- the Human Resources Committee had informed Council that extra staffing costs would need to be budgeted for in the year ahead; no extra money was provided for that in the standstill budget presented.

Councillor Gary Oakley then presented the paper he had submitted (annex 3 to the report), along with the amended proposal circulated. He emphasised and/or replied to questions (key points only):

- he respected the other budget proposals but ALCC needed to go much further and do much more for the area
- the budget for 2018/19 was £112k; £10k had also been taken from reserves for WW1 Party in the Park and £15k had been taken from reserves for defibrillators
- ALCC was therefore spending £137k in 2018/19, not £112k
- a future budget of £135k was not therefore a standstill; it was going backwards
- his paper contained £161k worth of additional projects, events, youth services spending etc; the £161k was a list of possibilities only and these would need to be slimmed down to £78k
- he proposed that a working group be established to consider the detail and report back to Council with solid recommendations and costings in March
- he proposed a total budget of £234k, which would mean approx. £30 per house per year for a Band A house (72% of houses in the ALCC area were in Band A)
- the vast majority of people wanted ALCC to do more and were willing to pay more for that, as shown very clearly in the ALCC survey

- he personally favoured additional spending on staffing, youth services, late opening of the car park and defibrillators; other people may have other ideas
- reserves must be replenished and should be at least one third of the Council's total yearly budget; the national guidance was to have reserves of between 3 months' and 12 months' working capital
- many town and community councils were increasing their reserves massively in anticipation of asset transfers and precept capping; 430 T&CCs in Wales had increased their reserves in the last year
- ALCC had possibly the lowest reserves in Wales, pro rata to its budget
- the cost per house may go up by over 50% under his proposals, but ALCC had kept the precept too low, and done too little, for too many years
- £30 per house per year was not too much to pay for better services; people on benefits were protected from price rises
- ALCC could not do anything about increases by the Police or BGCBC
- ALCC could do a great deal more with the additional funds he proposed.

Discussion ensued, during which the following key points arose:

- this was a nearly 60% increase per house; that was way too much
- an increase of £1 a month or 24p a week per house was not too much to pay for some of the additional events or other things proposed
- ALCC was very good value for money
- £1 a month more was too much for some families
- more needed to be spent on Christmas lights; other areas spent a lot more
- there may be other options around Christmas lights, e.g. businesses rather than ALCC paying for them
- additional defibrillators/sites would need to be agreed by Council
- the proposal from Cllr Oakley was visionary; this was what was needed and what had been lacking for many years
- people always complained; it was time ALCC did something about the lack of facilities for young people and the amount of anti-social behaviour for example
- ALCC had spent too little for too long
- ALCC and the Police and BGCBC were all putting up Council Tax.

Councillor Roger Clark arrived at this point.

Councillor Steve Bard then presented the amended budget paper he had submitted. He emphasised and/or replied to questions (key points only):

- he admired Councillor Oakley's bold approach, but people could not afford to pay for an increase of 75% in ALCC's budget
- an increase of £1 a month was massive for some families, when they were having to go to foodbanks
- he proposed that ALCC do more, but in a more manageable, gradual way
- he supported the idea of a working group to come up with spending proposals, but that should be for 2020/21, not 2019/20
- he proposed additional spending of £26k on youth services, a trial late opening of the car park, events and a TV monitor for the chamber, but also savings of £18.8k e.g. by cutting ward donation grants, cutting spending on public toilets

and streamlining events

- he proposed replenishing reserves over 3 years (at £5k per year)
- his proposed budget increase (compared to 2018/19) was 26%
- members could get together over the year ahead, come up with a strategic vision and plan for future years spending, whilst engaging with other people/groups
- ALCC could not ask people to pay £100k more for “what ifs”
- £5k for the car park was an estimate, not a true cost; he did not intend to pay a private company but to get local groups to help with the late closure of the car park for a three-month trial period
- the £5k for youth services might pay towards extending the youth café opening hours in year one; such things mainly involved volunteers
- paying for summer playschemes might also be possible in partnership with other organisations such as Blaenau Gwent or Torfaen County Borough Councils.

Discussion ensued, during which the following key points arose:

- £5k was not enough for the car park; officers had previously reported costs of £15k for an asset transfer and Cllr Oakley had reported much higher costs for a security firm to open and close the car park later in the evening
- a security firm would require a contract of a year at least
- there would also be insurance and other costs and implications
- the Council had not discussed or agreed to take on the car park; this was fraught with difficulties
- £15k needed to be put back into reserves, as decided, to pay for the defibrillators
- £5k was nowhere near enough for youth services; one playscheme in one location cost around £1,000 for one week
- what was needed was outreach workers; people working where and when young people were, not simply in the youth café for a few more hours
- a budget of £142k as proposed would not even pay for more Christmas lights.

The Clerk reminded members of the recommendations in the report. The Council had to note the reserves position and it had to notify the precept to BGCBC by 31 January. However, there were three key options around the budget itself: option A, the Clerk’s standstill budget (£135k), option B, Councillor Oakley’s proposed budget and working group (£234k) and option C, Councillor Bard’s budget (£142k). If there was a majority for one of those options, amendments could then be moved (to add items to or remove items from the chosen option).

Members agreed that they did not wish to consider any further amendments; they wished to make a straight choice between the three key budget options.

Option A (the standstill budget of £135k set out in the Clerk’s report) was moved by Councillor White. It was not seconded, so it fell away.

Option B (the budget of £234k and working group proposed by Councillor Oakley) was moved by Councillor Morgan and seconded by Councillor Smith.

11 members (out of 16) voted in favour of Option B.

Councillor Bard stated that he therefore withdrew his proposed budget (Option C) and that he would also leave the meeting and tender his immediate resignation, as he could not support a budget of £234k.

Other members asked Councillor Bard to stay, reminded him that this was a democratic decision, and reminded him of the expertise and contribution he had brought to ALCC.

Councillor Bard reiterated that he could support the increase and he left the meeting at this point.

Council RESOLVED:

- (1) to note the reserves position and its decision of 7 November 2018, to replenish the reserves already spent on purchasing 9 defibrillators
- (2) to increase the 2019/20 budget and precept to £234,000, comprising the standstill budget of £135.3k, plus £20k for additional staff/project support, plus £78.7k for additional projects
- (3) that a working group is set up forthwith to consider which of the proposed projects should be carried out in the year 2019/20 and to report back to Council with recommendations and
- (4) that the Council notifies its precept to BGCBC by 31 January 2019.

180. SUSPENSION OF STANDING ORDER 1(z)

Council **RESOLVED** (prior to the vote on the budget item above) to suspend standing order 1(z) to extend the meeting for longer than two hours.

181. SOLAR FARM GRANTS

Councillor Allen Rees declared a personal and prejudicial interest in this agenda item, as he was involved in setting up a fishing club at Cwmtillery Lakes, which may possibly benefit from funding in future from the solar farm grant. Councillor Rees left the room.

Councillor Mark Lewis declared a personal and prejudicial interest in this agenda item, as he was the Secretary of CANCO (the Cwmtillery Area Network of Community Organisations), which had submitted a proposal for solar farm grant funding. Councillor Lewis left the room.

The Chair emphasised the importance of members declaring interests if they were involved in CANCO or any organisations involved in the CANCO proposals in any way.

Councillor Perry Morgan stated that he attended CANCO meetings as he was the local ward councillor, but he was not a member of CANCO.

Councillor Rob Phillips stated that he had been asked by CANCO to submit their proposal, but he was not a member of CANCO or connected to them in any way.

Two members asked why other proposals, from Aberbeeg Community Centre (ACC) and Six Bells Park, had not been issued with the agenda.

The Clerk (and several members) reminded others of the previous decisions of Council, on 21 November, to split the funding equally between the five wards (which led to the submission of earlier proposals, e.g. for Six Bells Park), and on 12 December to rescind that decision, in favour of a larger project, and consider the issue further at this meeting. Following further clarification from the solar farm company and clear instructions issued by email, only one proposal had been submitted for this meeting on time, and that was the CANCO proposal, which was attached to the agenda. The required details from ACC had only been received this morning, which was too late, and no other proposals had been submitted for this meeting by the deadline specified. Project ideas considered previously could not continue to be reissued indefinitely.

Councillor Phillips then spoke to the “Abertillery Country Park” proposal which he had submitted on behalf of CANCO. This involved several sub-projects at Roseheyworth Woodlands, Cwmtillery Heritage Centre, Cwmtillery Lakes, mountain bike trails, heritage trails, restoration and repainting of the Pit Head Memorial and promotion of tourism, which he explained in detail. He referred back to the presentation from Dr Llewellyn earlier in the meeting, to the need to make the most of the area’s natural assets, to the importance of having a strategic approach and a visionary project, to the importance of involving as many people and organisations as possible, and to the need to “kick start” a project somewhere, even if the initial funding was inadequate, with a view to assessing the longer term feasibility of project ideas and applying for more funding later.

Lengthy debate ensued and members commented or asked (key points only):

- the November decision, to split the money between the five wards, should not have been rescinded; this was against standing orders
- the Clerk had read out the relevant standing order at the 12 December meeting; Council had agreed to rescind the November decision anyway on a vote
- the minutes of the 12 December meeting had already been confirmed; the person objecting had not attended the meeting, so had no right to query the minutes
- these were excellent proposals, for the Tillery Valley as a whole
- how much CANCO had already raised for these projects, or whether CANCO was expecting ALCC to give them the whole £35k without any matching resource
- £35k could not simply be given out, without any due diligence checks
- ALCC would need to see signed accounts from CANCO and properly costed proposals, as well as progress reports on delivery of the projects
- setting up a regional country park would cost £millions; this was just the start
- all the projects proposed at this stage were in the Cwmtillery ward
- work had been done and money had been spent before at Cwmtillery woods; it had been vandalised and left to go to ruin
- this proposal involved many aspects, including facilities at Cwmtillery lakes; these could be built upon and more improvements added later
- the proposal to allocate the £35k to one large project (not split it between the 5 wards) had been submitted at the 12 December meeting; this was not acceptable
- other proposals could have been submitted for this meeting, but none were
- many other groups should be involved in the Cwmtillery projects proposed by CANCO, as others (e.g. CLEAN and Coetir Tyleri) were doing similar things
- other projects such as a woodland camping site and lakes café had been under development for several years, by other groups
- no other groups had been approached by CANCO; nor had they done any public

- consultation
- the CANCO proposal was put together quickly, using others' ideas, the figures were not accurate and the projects had no hope of being delivered
- CANCO had discussed the proposals widely, they could be achieved and CANCO was a properly constituted organisation, with a bank account
- the cabin intended for use as a café belonged to Blaenau Gwent; there was no permission to use it
- other organisations had bank accounts too; it was not acceptable to give all this funding to one group when other groups were also involved in delivering projects
- similar projects for the Cwmtillery area had been discussed ten years ago; they were still good ideas, even though they had not yet happened
- only one proposal had been received; from CANCO
- the solar farm funding had to be decided upon quickly, or it may be lost
- proper consultation was needed; if the funding was lost in the meantime, so be it
- it was essential, for the benefit of all ALCC communities, not to lose this funding
- a committee or working group could be set up, with monthly meetings, to monitor the spending of the money and progress of the projects
- members could form a working group and invite CANCO and other relevant people and organisations along, to discuss the proposals and find a way forward
- the working group could be the same working group as Council had already agreed, under the budget proposals decided earlier
- the solar farm funding should not be given to anyone until people had been consulted properly and issues such as land ownership had been explored.

The Clerk answered questions about the timescale and process and emphasised the need to decide soon, or risk losing the funding altogether.

Councillors Allen Rees and Mark Lewis (ML) were invited back into the meeting to answer questions. They responded (key points only):

- the ideas were very good and some were quite complex; it was not possible to rely solely on volunteers as business acumen and expertise were needed
- many organisations had thousands of people following them on Facebook, such as Ffrindiau Tyleri and Friends of Six Bells Park, but invariably only a handful of people turned up to meetings
- ML was on CANCO, he ran their Facebook page and he had been involved in many discussions about these ideas
- the projects were connected (e.g. with the Ebbw Fach Trail) and were a realistic possibility; ML had suggested they apply for funding
- hundreds of people followed CANCO on Facebook but only a few people went to meetings; this was normal in most organisations
- they did not know the extent of discussions held between CANCO, CLEAN and Abertillery Excelsoirs for example.

Councillors Rees and Lewis left the meeting after the above question and answer session, due to the interests they had declared earlier.

Following a motion from Councillor Glyn Smith and amendments from Councillor Gill Clark and Councillor Rob Phillips:

Council RESOLVED (with 11 members voting in favour and 2 abstaining):

- (1) to support the submitted Cwmtillery project proposals in principle, subject to further work, checks and discussions
- (2) to ask the solar farm company for the funding, to allocate for these proposals, subject to further work, checks and discussions
- (3) that Council is not satisfied that CANCO is effective, or that it is able to deliver, or that it has discussed these proposals with any other organisations/people in the area (some of whom are already involved in similar projects)
- (4) that the Council meets as soon as possible with representatives of CANCO, CLEAN, Coetir Tyleri and other appropriate people/organisations in the area, including Dr David Llewellyn, to discuss the proposals further and decide how to proceed towards funding and delivery of the proposals.

Councillors Rees and Lewis returned to the meeting at this point.

182. DEFERRAL OF FURTHER BUSINESS

The Council **RESOLVED** to defer any further business remaining on the agenda to the next available Council meeting.

The meeting ended at 8.55pm.

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

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**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY
COUNCIL (ALCC) HELD ON 30 JANUARY 2019 at 7.00pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors:

Peter Adamson, Keri Bidgood, Gill Clark (Vice Chair), Roger Clark, Tracey Dyson, Julie Holt (Chair) (in the Chair), Mark Lewis, Perry Morgan, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith and Trudy Williams

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

Others: Samuel Taylor, Member of the UK Youth Parliament for Blaenau Gwent

ABSENT: Councillors Gary Oakley, Bernard Wall and Graham White

183. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies for absence were received from Councillor Gary Oakley. The Clerk reported that former Councillor Steve Bard had resigned from the Council on 16 January. The Chair welcomed Samuel Taylor to the meeting, for agenda item 3.

184. DECLARATIONS OF INTEREST

No members declared any personal or prejudicial interests.

185. ANTI-SOCIAL BEHAVIOUR AND HOW TO TACKLE IT

The Council received a presentation from Samuel Taylor on the above topic. Samuel commented on and/or replied to comments (key points):

- anti-social behaviour (ASB) was a problem in many areas, not only in Abertillery and Llanhilleth and not only in Blaenau Gwent
- the number of young people involved in ASB was very small
- ASB was displayed by some adults too, not only by younger people
- the ALCC area had thriving arts, culture and sports communities and many groups
- most young people in the ALCC area were involved in either sports or arts and culture activities, clubs etc
- some young people, who were interested in neither arts and culture or sports, were bored, may sometimes feel excluded and had to create their own entertainment
- some stayed home, while others hung around town
- all young people needed somewhere safe to go, and needed things to do, which were of interest to them
- activities needed to be provided and promoted for disengaged young people
- this could be a car park or sports pitch for example, with no pressure to do anything, but somewhere to hang around, off the street, meet friends etc and undertake no-cost activities if they wanted to, for as long as they wanted to; at least there would be some element of safety and supervision
- community councils needed to work with the Police, with the borough council, with

youth and other groups, with young people and others, to come up with a plan of how better to provide for all young people

- ASB had to be tackled when it was out of hand, but “coming down hard” was not necessarily effective; *“you don’t poke an angry bear with a stick”*
- “coming down hard” on young people causing ASB in one area just meant they would move elsewhere; this did not solve the problem
- changing mindsets was needed, not just locations
- if a person was involved with the Police at a very young age, they were much more likely to be involved with the Police or end up in prison later in life
- young people, crucially, needed to be consulted, on what they want, and needed to be involved, in making that happen
- authorities needed to work with young people, not against them
- other areas (e.g. Milford Haven) had “young leaders” i.e. young people themselves leading activities for other young people
- he was happy to work with ALCC, the Blaenau Gwent Youth Council and others, on better engagement with young people and possible future joint ventures.

Members commented (key points):

- youth clubs had been run in the past, but young people were not interested, so they closed down
- recent ASB had got out of hand and had to be tackled hard; some people were very intimidated by young people throwing bottles and climbing on cars for example
- there were only around 4 “hard core” older ringleaders involved; these “hard core” were from Ebbw Vale and Tredegar, not from Abertillery
- communities needed places for young people to go, with young people’s workers to run activities
- some families could not afford the costs of their children attending drama, music or sports classes for example
- it was too easy for young people to buy cigarettes, drugs and alcohol
- this had always been an issue; the question was how to deal with it
- decades ago, young people had youth clubs to go to, every night of the week
- there had been drinking, smoking and fighting then, but it was all in one place, it was managed and it was not “on the streets”
- there were no youth clubs left
- youth facilities had been cut for years, due to budget cuts; this was a travesty
- ALCC would welcome further engagement with Samuel and the Youth Council.

The Chair thanked Samuel and he left the meeting.

186. QUESTIONS FROM THE PUBLIC

There were no public questions for this meeting.

187. COUNCIL ACTION LIST

Questions were asked and replies were given about the:

- failure of one member to attend training on the Code of Conduct

- Council decision that such training was mandatory
- responsibilities of the member concerned to comply with the code, whether he had attended training or not
- number of times training had been offered to the member concerned
- response of the member, that he would only attend training within Gwent
- need for people only to take on roles if they could satisfy their responsibilities
- importance of Code of Conduct training and its reducing regularity
- re-coding of all old key fobs, restricting access to the building
- deadline for members to forego their allowances if they wished to do so
- lack of a response from Wetherspoons about locating a defibrillator there
- relocation of the Six Bells Post Office to Ty Ebbw Fach
- need to ensure decisions were removed from the action sheet if they were no longer relevant.

Council RESOLVED:

- (1) to note the updates shown in the action sheet
- (2) to note that the member who had not yet attended Code of Conduct training had indicated he would do so as soon as it was available locally to the Gwent area
- (3) to remove item 303(4) (25.4.18) from the action sheet, as all the key fobs had been re-coded and any old key fobs still in circulation would not work
- (4) to remove item 22 (27.6.18) from the action sheet, as Wetherspoons had not responded and other sites had been chosen for defibrillators
- (5) to remove item 25 (27.6.18) from the action sheet, as the Six Bells Post Office had been closed and an alternative service was now being run from Ty Ebbw Fach
- (6) to note that the Clerk would review the action sheet to identify any other items which may be out of date and report back.

188. BARCLAYS BANK

The Chair reminded members of the emails circulated previously about the Barclays Bank decision to close the Abertillery branch on 10 May 2019.

Members commented (key points only):

- that the MP, AM and Leader of Blaenau Gwent CBC had asked to meet Barclays
- Barclays was the only bank left in Abertillery
- this closure would be disastrous for the town and wider area
- Barclays was always packed, with queues of at least 12 people every time; it was hard to believe there was a reduction in footfall, even of 3%
- other places (e.g. Newport) had seen much greater reductions in footfall
- this was a national issue; bank branches were closing everywhere
- a 3% reduction did not justify closure
- staff always advised people to use machines, not deal face to face
- many people could not bank online; they did not have or want the IT or ability
- many people could not get to banks or post offices elsewhere
- the queues and lack of privacy in the Post Office were also untenable
- some people had written letters, to little effect
- the Community Council should write to Barclays, seeking reversal of the decision

- it may be a good idea to approach Tesco about running a “face to face” banking service in the Tesco store, or the Credit Union in Tredegar about whether they wished to open an office in Abertillery in future, perhaps in the old Trinity Chapel.

Councillor Smith moved and:

Council RESOLVED to write to Barclays Bank, outlining the Council's concerns about the plans to close the Abertillery branch on 10 May 2019 and seeking their reconsideration.

189. COMMITTEE MEMBERSHIPS

Council RESOLVED, for the remainder of the current civic year:

- (1) to appoint Councillor Allen Rees to serve on the Human Resources Committee, to replace former Councillor Steve Bard
- (2) to appoint Councillor Peter Adamson to serve on the Shop Local Working Group, to replace former Councillor Steve Bard
- (3) to leave a vacancy on the Joint Committee of Local Councils in Blaenau Gwent (i.e. not to replace former Councillor Ivor Beynon), recognising that the Joint Committee had not met for several years
- (4) to nominate Councillor Gill Clark to serve on the Gwent Valleys Area Committee of One Voice Wales, to replace former Councillor Ivor Beynon
- (5) to ask the South East Wales Education Achievement Service if they need another member nominated by ALCC to replace former Councillor Ivor Beynon on the Governing Body of Ysgol Gymraeg Bro Helyg and report back.

190. PROJECTS AND PARTNERSHIPS WORKING GROUP

The Clerk reminded members that the Council had agreed to set up a working group to consider and prioritise further the indicative budget proposals agreed on 16 January. The Council had also agreed to meet with representatives of various organisations to discuss further the solar farm grant proposals for Cwmtillery. Some members had proposed having one working group, not two. He proposed that Council appoint one working group, its name and its terms of reference, and that Council decide the group's membership and chairmanship.

Following comments, questions, answers and debate:

Council RESOLVED:

- (1) to establish a Projects and Partnerships Working Group
- (2) that the terms of reference of the working group are: *To bring forward to Council recommendations for the spending of the additional funds available in the 2019/20 budget and meet with other organisations to discuss projects, including solar farm grant projects*
- (3) that all members of the Council be appointed to the working group
- (4) that the working group be chaired by Councillor Gill Clark
- (5) that the working group's first meeting be held on Monday 18 February at 7pm at the Council offices

(6) that the Clerk confirm the above arrangements to all members as soon as possible.

191. BLAENAU GWENT PLAY AREAS REVIEW

Several members expressed concerns (in brief):

- at decisions being taken by Blaenau Gwent County Borough Council (BGCBC) to close children's play areas
- that children in some areas would have nowhere to go and play
- about what closed play areas would be replaced with
- that community councils had not been consulted on these decisions
- that community councils were not included in the list of consultees in the report (to the BGCBC Council meeting on 12 December 2018)
- that BGCBC did not consider town and community councils (T&CC) consultation as important; T&CCs were treated as an afterthought and
- that BGCBC was ignoring its own Charter with T&CCs.

Council RESOLVED to write to BGCBC, expressing the Council's concerns, reminding BGCBC of the Joint Charter and seeking consultation by BGCBC with ALCC on the future of children's play areas within the ALCC area.

192. GRANT APPLICATIONS

Council RESOLVED:

- (1) to grant £350 (total) to the Abertillery Orpheus Choir, to help towards the costs of the visits to Abertillery of choirs from Burbage and from Stavanger, Norway
- (2) to respond to Tillery Dragons Netball, asking them how much they were seeking from ALCC and report back
- (3) to respond to all future grant applicants, asking them how much they were seeking, and what they intended to spend it on, before the application was submitted to a Council meeting
- (4) to grant £250 to the Six Bells Community Centre, towards the costs of installing Wi-fi at the centre.

193. 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.

194. SUSPENSION OF STANDING ORDER 1(z)

Council RESOLVED to suspend standing order 1(z) to extend the meeting for longer than two hours.

195. CHRISTMAS LIGHTS PROVISION

The Clerk circulated copies of the notes of the Christmas Lights Working Group held on

20 December 2018 and a paper analysing how many lights had been erected, where and when in 2018.

Members discussed the contract and the failure of the contractor to deliver. Comments were made about the significant harm to the reputation of ALCC as a result of the failure of the Christmas lights contractor. Questions were asked about what action should be taken, about the meeting held with the contractor on 20 December 2018, and about what had been delivered since that meeting with the contractor. The Clerk also briefly outlined legal advice received.

Council RESOLVED:

- (1) not to pay the contractor any further amount (than the 50% already paid)
- (2) to end the contract with the current contractor and write to inform him of this decision
- (3) to go back out to tender for Christmas lights provision in 2019 and beyond
- (4) that the Christmas Lights Working Group meet to discuss options around the future provision of Christmas lights in the ALCC area (including scaling back provision) and report back to Council with recommendations, ideally at the 20 February meeting
- (5) that the Christmas Lights Working Group's first meeting be held on 4 February 2019 at 11.30am at the Council offices.

The meeting ended at 9.20pm.

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

**MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE OF ABERTILLERY
AND LLANHILLETH COMMUNITY COUNCIL (ALCC) HELD ON 10 DECEMBER 2018 at
1.30pm in the Chair and Member's Room, Mitre Street, Abertillery**

Present: Councillors: Gill Clark, Julie Holt (in the Chair) and Rob Phillips

Officers: Richard Gwinnell, Town Clerk

Others: None

Absent: Councillor Steve Bard

146. APOLOGIES FOR ABSENCE

None.

147. DECLARATIONS OF INTEREST

No members declared any personal or pecuniary interests.

The Clerk stated that he may have a pecuniary interest in agenda item 6 (annual review of staffing and pay structure) if the Committee planned to discuss anything which may impact on his future pay or other terms of service. If so, he would leave the meeting at the appropriate time, while members discussed the issue.

148. MINUTES – HUMAN RESOURCES COMMITTEE – 7 AND 21 NOVEMBER 2018

The Committee RESOLVED (unanimously) that the minutes of the Human Resources Committee meetings held on 7 November and 21 November 2018 be confirmed as a correct record, for signature by the Chair.

149. EXCLUSION OF THE PRESS AND PUBLIC

The Committee RESOLVED to exclude the press and public from the meeting for the following items 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.

150. STAFF APPRAISALS

The Committee was informed of the recent staff appraisals. The performance of the Clerk and the Deputy Clerk was satisfactory. The Committee was also informed of the targets agreed with staff for the year ahead.

The Committee RESOLVED:

- (1) that it agrees that staff performance has been satisfactory in the period under review
- (2) that it notes that increments will be paid automatically, in line with staff contracts, from 1 April 2019, and that this will be built into the budget for 2019/20.

151. ANNUAL REVIEW OF STAFFING AND PAY STRUCTURE

The Chair stated that the report of the committee had already been written for Council on 12 December. The Committee was not discussing staff pay or terms and conditions today. The Clerk pointed out that he did not therefore have a pecuniary interest to declare.

The Chair referred to the need to review the staff job descriptions, as they were based on old model job descriptions, they were not written in plain English and they were about "internal administration" only in the main. Discussion ensued on whether staff needed to be formally qualified, given that they were already performing their roles, and the costs if staff gained qualifications and then left the Council for a job elsewhere.

The Clerk stated that the job descriptions and job evaluation would need to be revisited over a longer period of time, as staff roles were changing, with community engagement, wellbeing, projects and other new priorities locally and nationally and the potential implications of asset and service transfers and the Welsh Government review of town and community council roles.

The Chair referred to the importance of all members being clear, what councillors should do themselves and what officers should be asked (or not asked) to do.

Discussion also ensued on the excess hours worked by staff due to the high demands of the Council and members and the need for the Council to take on board that the staff were employed part time and also had other demands on their time.

The Committee RESOLVED to meet again in the new year to consider the staff job descriptions further.

152. OTHER MATTERS AFFECTING STAFF

No current issues reported.

153. DATE AND TIME OF NEXT MEETING

RESOLVED to meet again on Monday 4 February 2019 at 1.00pm.

The meeting ended at 2.30pm.

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, using decisions provided by Councillor Julie Holt, Chair of the HR Committee

**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL
COUNCIL MEETING
20 FEBRUARY 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
Council 27.9.17	76 (13)	Council agrees to replace or fix the broken gate at the Abertillery War Memorial site	DC	Quotes sought. None yet obtained. Out of date *
Council 25.10.17	109	Jubilee Square gates – lock – follow up	Clerk / DC	Overtaken by events – gates being locked and unlocked daily *
Council 25.10.17	111 (3)	Contact Lawrence Memorials to take up their offer to clean the War Memorial itself at nil cost to the Council, prior to the 2018 Centenary Remembrance events	Clerk	Cleaning complete. Publicity to follow. Chased *
Council 8.11.17	128 (4)	Approach the church to see if they could improve the siting and lighting of the Stations of the Cross	Clerk / DC	Discussions ongoing as part of blue plaque discussions *
HR Ctte 29.11.17	HR8 (12)	Undertake the annual review of staffing levels in Oct/Nov 2018 before the budget is set for the following year	HR Ctte	Completed and reported to Council 12.12.18 *
Council 13.12.17	175	Progress direct debit mandates as soon as possible in respect of utilities bills such as gas, electric, water, telephone and internet services	DC	Phone, internet and electric now on DD. No gas. Water to be done *
Council 31.1.18 ordinary	207	Publicise, via the Council's website, relevant funding streams to which local community groups or organisations may apply	DC	
Council 25.4.18	292 (2)	Pay up to £50 for a wreath on behalf of ALCC for the last post ceremony in Belgium	Clerk	Paid £25 *
Council 25.4.18	294 (1)	Invite Simon Morgan of Admiral Nurses to a future Council meeting	Clerk	No room on agendas yet, hence rearranged several times
Council 25.4.18	303 (4)	All existing key fobs in the possession of members be collected in (except Chair/Vice)	Clerk	All key fobs re-coded so collection not required *
Council 9.5.18	8 (all)	Pay members allowances, unless members write to forego their allowances	Clerk	Completed 4 Feb 19 *
Council 27.6.18	11	Work with the public questioners to see if something can be done to further campaign	Chair of WBWG (Cllr	In progress – Well Being Working Group

		for an Abertillery rail link	Simmons)	taking forward *
Council 27.6.18	22	Approach Wetherspoons to assess whether siting a defibrillator inside would be an option and report back	Clerk/DC	Out of date. No reply. Other locations chosen *
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 27.6.18	25	Report back on plans for replacing the Six Bells Post Office when more information is received from the Post Office	Clerk/DC	Reported back. Service now at Ty Ebbw Fach *
Council 25.7.18	44 (3)	Earmark £500 from reserves to demonstrate commitment in principle to help kick-start a shop local campaign, subject to gaining trader commitment and subject to Council approval at a later meeting to any spending from that earmarked funding	Clerk	See below updates *
Council 25.7.18	48 (1)	Appoint Hugh O'Sullivan to carry out the Internal Audit for the 2017/18 accounts	Clerk	Completed *
Council 25.7.18	48 (2)	Agree terms of engagement with the Internal Auditor	Clerk	To be formalised
Council 25.7.18	48 (3)	Start preparations to go out to tender for Internal Audit services in future	Clerk / DC	Tenders sought. On agenda 20.2.19 *
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	59 (2)	Report back on costs of installing a big screen TV in the Chamber, to help with presentations	DC	Overtaken by events – now in budget
Council 26.9.18	62 (1)	All members encouraged to sign up to Town Shops Facebook and share with friends	All members	In progress
Council 26.9.18	62 (3)	Members of SLWG to remain in contact with businesses to see what can be achieved/how	Members of SLWG	In progress *
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	
Council 26.9.18	70 (1) (2) and (7)	Apply for solar farm grant; approach the company to enquire about availability and criteria; report back to next Council meeting	Clerk / DC	Underway – see updates below *
Council 26.9.18	70 (5)	Consult the public for their priorities for the spending of the solar farm grant	Clerk / DC	See updates below *
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
HR Ctte 24.10.18	84 (a) to (c)	Staff appraisals be completed + key outcomes reported to HR Committee	Chair / Clerk	Completed *
HR Ctte 24.10.18	84 (d) to (e)	HR Committee decide on performance and report to Council on increments	HR Ctte	Completed *
Council 24.10.18	89	Invite the Leader and other reps of Blaenau Gwent CBC to attend future ALCC meetings, arranged just for that purpose, with dates and times to be agreed	Clerk	
Council 24.10.18	92 (2)	Devise suggested criteria for future grants and report back to Council with recommendations	GCWG / Chair	
Council 24.10.18	92 (3)	Publish amended committee memberships and terms of reference lists	Clerk	Completed *
Council 24.10.18	93	Officers to be given access to the new ALCC shop local/trader Facebook page as soon as it	SLWG members	

		is established		
Council 7.11.18	112	Take the views expressed in the ALCC survey into account in future decision making	All	Taken into account as part of the budget *
Council 7.11.18	112	Engage with local constituents and encourage them to complete and return surveys	All	100+ surveys returned *
Council 7.11.18	112	Submit further survey progress reports in due course	Clerk	Will be done when 200 + received *
Council 7.11.18	113	Include amounts for community events, well-being projects, youth projects, car park and a screen in the Chamber (for presentations) in the draft 2019/20 budget	Clerk / DC	Budget agreed 16 Jan 19 *
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 continuing re installation, training and publicity
Council 7.11.18	118	Committee membership changes: publish new list	Clerk	Completed *
HR 21.11.18	123(4)	Review staff appraisal form	HR Ctte	Completed *
HR 21.11.18	123(5)	Review staff JDs	HR Ctte	Underway – see below *
HR 21.11.18	125	Meet again 10 Dec 2018	HR Ctte	Completed *
Council 21.11.18	128	Stick to £15k costs agreed for defibs and receive further report on extra costs	Dep Clerk	Further reported 12.12.18 *
Council 21.11.18	133	Publish GDPR policies to website as required	Clerk	
Council 21.11.18	134	Add freedom of information publication scheme to website	Clerk	Completed *
Council 21.11.18	135	ALCC email accounts to be mandatory with immediate effect	Clerk / DC	One member left to go onto ALCC emails – technical issue
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
Council 21.11.18	138(7)	Orpheus Choir - seek further details of the funding they are asking ALCC for	Clerk	Completed *
Council 21.11.18	138(11)	Members help manage the extra footfall for Jubilee Square backdrop photo opportunity	Members	Completed *
Council 21.11.18	138(12)	Members carry out ALCC survey at the same time	Members	Completed *
Council 21.11.18	138(13)	Provide £50 for refreshments for above	Clerk	Completed *
Council 21.11.18	138(14)	Organise rota for above	Cllr Lewis, Chair, SLWG	Completed *
Council 21.11.18	138(15)	Grant £150 to Ty Ebbw Fach for public toilets costs	Clerk	Completed *
Council 21.11.18	141	Attend the Tir Pentwys Canyon inquiry on the Council's behalf	Chair, Cllr Holt	Completed *
HR Ctte 10.12.18	150(2)	Build staff increments into budget for 19/20	Clerk / DC	Completed *
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	Council	

		decisions on the budget and future projects		
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	161(4)	Council adopted the new appraisal form	Chair / Clerk	New form in use *
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	163	Consider the budget further on 16 January and get more detailed costings if possible in the meantime	Clerk / DC / Council	Completed *
Council 12.12.18	164	Continue to advertise for a co-opted councillor, remove closing date, consider applications on a first come first served basis	Clerk	Advertised. Applications to Council 20.2.19 *
Council 12.12.18	167(1)	Consider solar farm grants further on 16 Jan	Council	Completed *
Council 12.12.18	167(2)	Seek further clarity from the company re deadline and advise members asap	Clerk	Completed *
Council 12.12.18	167(3)	Call urgent meeting of Council if necessary	Clerk / Chair	Not needed *
Council 12.12.18	169(2)	Meet Christmas lights contractor urgently	CLWG / Clerk	Completed *
Council 12.12.18	169(5)	Revisit Christmas lights situation in January	Council	Revisited and ongoing *
Council 12.12.18	170	Purchase non-tracked defibrillators	Dep Clerk	Completed *
Council 12.12.18	171	Award war memorial maintenance contract to Green Fingers Tree Services	Clerk	Completed *
Council 12.12.18	172(1)	Discuss payroll service provision with BGCBC	Clerk / DC	Completed *
Council 12.12.18	172(2)	Enter into (a payroll service provision) agreement with BGCBC if possible	Clerk	In progress
Council 12.12.18	172(3)	Give notice to current payroll service provider	Clerk	Completed *
Council 16.1.19	179(3)	That a working group is set up forthwith to consider which of the proposed projects (in the £234k budget) should be carried out in the year 2019/20 and report back to Council with recommendations	Council	Working Group established 30.1.19 – see updates below *
Council 16.1.19	179(4)	Notify the precept to BGCBC by 31 January 2019	Clerk / DC	Completed *
Council 16.1.19	181(1)	Support the submitted Cwmtillery project proposals in principle, subject to further work, checks and discussions	Council / Clerk / DC / P&PWG	
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	£ sought but awaited pending further work by P&PWG
Council 16.1.19	182(4)	Meet as soon as possible with representatives of CANCO, CLEAN, Coetir Tyleri and other appropriate people/organisations in the area, including Dr David Llewellyn, to discuss the proposals further and decide how to proceed towards funding and delivery of the proposals	P&PWG / Chair	Meeting arranged for 18.2.19

Council 30.1.19	187(6)	Review action sheet and report back	Clerk	Completed 20.2.19 *
Council 30.1.19	188	Write to Barclays Bank, outlining the Council's concerns about the plans to close the Abertillery branch on 10 May 2019 and seeking their reconsideration	Clerk	Completed *
Council 30.1.19	189(all)	Committee memberships – amend list	Clerk	Completed *
Council 30.1.19	189(4)	Notify GVAC of new nomination	Clerk	Completed *
Council 30.1.19	189(5)	Ask EAS if they need a rep on Bro Helyg	Clerk	Question asked. Reply awaited
Council 30.1.19	190(1)	Projects and Partnerships Working Group established: amend committee list	Clerk	Completed *
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	
Council 30.1.19	190(5)	First meeting of P&PWG to be 18 Feb 19	Chair	Underway
Council 30.1.19	190(6)	Inform all members of above arrangements	Clerk	Everyone informed *
Council 30.1.19	191	Write to BGCBC, expressing the Council's concerns, reminding BGCBC of the Joint Charter and seeking consultation by BGCBC with ALCC on the future of children's play areas within the ALCC area	Clerk	Completed *
Council 30.1.19	192(1)	Grant £350 (total) to the Abertillery Orpheus Choir	Clerk	Completed *
Council 30.1.19	192(2)	Ask Tillery Dragons Netball, how much they were seeking	Clerk	
Council 30.1.19	192(3)	Respond to all future grant applicants, asking them how much they are seeking, and what for, before application submitted to Council	Clerk / DC	Noted *
Council 30.1.19	192(4)	Grant £250 to the Six Bells Community Centre	Clerk	Completed *
Council 30.1.19	195(4)	Discuss future Christmas lights provision and report back to Council with options	CLWG / Chair	Underway
Council 30.1.19	195(5)	Meet on 4 Feb 19	CLWG / Chair	Completed *

Abbreviations

DC = Deputy Clerk

PQ = Public Question

Ctte = Committee

CEWG = Centenary Events Working Group

SLWG = Shop Local Working Group

FT = Ffrindiau Tyleri

CLWG = Christmas Lights Working Group

A&LCC = Abertillery and Llanhilleth Community Council

P&PWG = Projects and Partnerships Working Group

Cllr = Councillor

BGCBC = Blaenau Gwent County Borough Council

RFO = Responsible Financial Officer

DBS = Disclosure and Barring Service

WBWG = Well-being Working Group

GCWG = Grants Criteria Working Group

Author: Richard Gwinnell, Clerk to the Council

Updated: 12 February 2019

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

*Agenda
Item 9*

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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 20 February Council meeting
(Finance Order No 6 – November 2018 to Feb 2019)

Cheques that have been Presented between 5 November 2018 to 5 February 2019

Payee	Nature of Payment	Amount	Date of payment
AR Digital	September Printing	£68.56	07/11/18
R.Gwinnell	Mileage	£58.05	12/11/18
A&S Animal Encounters	For Winterfest	£350.00	07/12/18
R.Gwinnell	Clock, Coffee and postage	£30.28	12/11/18
Poppy Appeal	60 Large Poppies	£174.00	16/11/18
Poppy Appeal	Wreaths	£275.00	16/11/18
S.Edwards	Flags for Remembrance Day	£45.80	07/11/18
Abertillery Amateur Dramatic & Music Society	Panto	£1,300.00	23/11/18
CF Corporate	Printer Lease (Dec – Feb)	£302.89	14/11/18
Green Fingers	Visit 11/10/18	£82.00	13/11/18
Commercial Christmas	50% Deposit	£9,979.20	12/11/18
AR Digital	October Printing	£56.31	13/11/18
Vision ICT	Web Hosting	£246.00	15/11/18
One Voice Wales	Code of Conduct training – G.Oakley	£40.00	13/11/18
One Voice Wales	Law Training – G.Oakley / N.Simmons	£80.00	28/11/18
One Voice Wales	Grants Training – M.Lewis / R.Phillips / R.Gwinnell	£120.00	13/11/18
Brynithel Activities Group	G. Oakley Ward Donation	£100.00	27/11/18
Christine Poore	Six Bells Dementia Group – S.Bard Ward Donation	£100.00	26/11/18
Christine Poore	Six Bells Dementia Group – P.Adamson Ward Donation	£100.00	26/11/18

Staff Costs	November	£4,526.88	
Cash	Petty cash for office	£50.00	22/11/18
Angelene Evans	T.Dyson Ward Donation	£50.00	04/01/19
The Glow Company	Magic Lanterns for Winterfest	£400.19	19/12/18
Bakehouse Print Ltd	Shop Local Banners	£180.00	14/12/18
Six Bells Regeneration	Ty Ebbw Fach Toilets	£150.00	24/12/18
Owl Sanctuary	For Winterfest	£265.00	09/01/19
Mark Lewis	Backdrop – Survey	£50.00	19/12/18
A1 Jump and Bounce	Bucking Reindeer for Winterfest	£280.00	07/12/18
Fiona Angwin	Story Telling for Winterfest	£110.00	20/12/18
Mark Lewis	Cable Ties for Banners	£11.99	19/12/18
Vision ICT	Fee for .gov.uk Domain	£66.00	18/12/18
Staff Costs	December	£4,526.88	
Viking	Stationary	£283.19	24/12/18
BT Direct Debit	Internet and Phone	£60.78	05/12/18
Gary White & Co	Payroll	£78.00	24/12/18
Welsh Hearts	9 Defibrillators and Cabinets	£13,005.00	09/01/19
Staff Costs	Salaries for January	£2,793.29	
Total		£40,395.29	

Income during the period: None

Current Account Balance as at 5 Febraury 2019: £50,185.73

This includes bank charges to date.

Cheques that have been issued but not yet presented as at 5 February 2019

Payee	Nature of Payment	Amount
Abertillery Amateur Dramatic & Music Society	N.Simmons Ward Donation	£100.00
Theatre Ad Hoc	Council Grant	£100.00
Cwmtillery Luncheon Club	P.Morgan Ward Donation	£100.00
SSE	Christmas Lighting Electricity for 2017	£944.70
Commercial Christmas*	25% Payment	£4,989.60
AR Digital	Nov Printing	£74.56
Bakehouse Print Ltd	Window Stickers for Shop Local Group	£150.00
Society of Local Council Clerks	Membership for Clerk	£220.00
Society of Local	Membership for Deputy Clerk	£175.00

Council Clerks		
Information Commissioner's Office	Annual Fee	£40.00
Royal British Legion	Wreath – P Morgan	£25.00
AR Digital	Printing December	£73.60
EE Dykes	Adam Street Allotments Rental	£484.00
M.Lewis	Members Allowance	£150.00
G White	Members Allowance	£150.00
P Morgan	Members Allowance	£150.00
P Adamson	Members Allowance	£150.00
CF Corporate	Printer Lease – March 2019 to May 2019	£302.89
Six Bells Community Centre	Council Grant	£250.00
Abertillery Orpheus Male Choir	Council Grant	£350.00
Staff Costs	Tax and Pension for January	£1,733.59
Total		£10,712.94

*** This cheque for Commercial Christmas has not yet been sent.**

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

Payee	Nature of Payment	Amount
Staff Costs	February Staffing Costs	£4,526.88
S.Edwards	Councillor Papers – Postal Costs	£4.82
Staff Costs	March Staffing costs	£4,526.88
AR Digital	January Printing	£107.84
Total		£9,166.42

Current account position as at 5 February 2019

Opening Balance:	50,185.73
Cheques Outstanding:	10,712.94
Outstanding invoices/liabilities	£9,166.42

Subtotal remaining: £ 30,306.37

£1,995 from this balance is ring-fenced for the Defibrillators Project.
£471.60 from this balance is ring-fenced for Chairs Charity.

Outstanding Grant Applications:

Tillery Dragons Netball – No amounts specified
Blaina Riots Plinth – No amounts specified

Reserve Account Position as at 5 Dec 2018: £16,585.42

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

This leaves a balance in reserves of £16,585.42.



Clerk Clerk <clerk.alcc@gmail.com>

Note from Joan Harrison to your Facebook Page Abertillery & Llanhilleth Community Council

1 message

,
,

11 February 2019 at 15:02

Your question: Msg from Secretary of Knit & Natter Club, Llanhilleth

Dear Sir/Madam

I am the secretary of the Knit & Natter Club and after I recently posted on Facebook about our achievements from the past year (since we started running our group ourselves as a Constitution) Gil Clark suggested I email yourselves to see if we could please obtain a donation of £100 to purchase wool.

Since we started out on our own last February (2018) we have made and donated items to several charities ... we have sent premie baby hats to Torbay Hospital, Hats Scarves & Gloves to Help the Homeless groups (One in Abertillery and one in Cardiff. We have sent blankets to All Creatures Great & Small for the animals, and we made knitted/crocheted squares to Knot for Peace (Keep Britain Warm) which were made into Dressing Gowns. We donated a crocheted Teddy Bear made by us to a Hospice of the Valleys raffle...and a knitted doll for Chinese Auction raising funds for children's local football club....We also make crocheted/knitted Poppies and sell these...every penny of these sales are handed over to the Royal British Legion. I have copied and pasted a copy of the Newsletter that we put on Facebook yesterday....and if you want to look at my Facebook profile page you will see the same newsletter along with some of the items we have made either to donate or to sell...

COPY OF NEWSLETTER..

As of February 2018 our Knit & Natter Group has been independently run by us as a Constitution.

During this time we have managed to make a wide variety of things, some which we sold and some which we donated to various charities.

Items we donated:... In April a crocheted Teddy to be raffled for Hospice of the Valleys ..and in October a knitted Doll for a Chinese auction to raise funds for the Junior Football Club.

In May we sent Traffic Light Hats for Premies to Torbay Hospital and knitted and crocheted squares to Knit For Peace ~ Keep Britain Warm. ...(These squares were then made into Dressing Gowns)

In June we gave All Creatures Great and Small, Cwmbran, several blankets we had made for the animals.

For the second year running we made Hats, Scarves and Gloves for the homeless and last October we sent these off to two groups...one in Abertillery and one in Cardiff

We were also able to make some monetary donations from the sale of our goods.

We gave £5 to Llanhilleth Heritage Society to "Sponsor a Poppy" for the Remembrance Day display outside of the Church in November.

In May we were able to give a £500 donation to Geraint Grunt Ellis for the Junior Field Rovers to help with the cost of training gear, pitch fees etc

In February 2019 we gave a donation of £500 to Malcolm Jones of the Ebbw Vale Owl Sanctuary to help with the running and upkeep of the sanctuary.

Obviously we wouldn't have been able to make these donations without making sales of our knitted and crocheted items and we had sales at Wednesday Lunch ClubCar Boots...Table Top Sales ...and of course our stall at the Festival @ Llanhilleth in July....(where despite the weather we did quite well). Also we would like to thank family

and friends of club members for their purchases

We also made several Easter and Christmas items last year to sell and these proved very popular ~~~ Jodie Peddle bought Halloween items from us for a party she was having and she also gave us a large order for toys at the beginning of this year

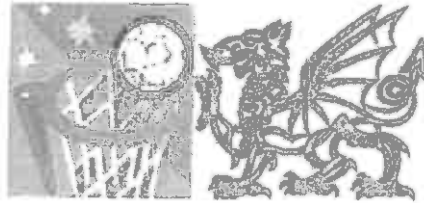
As usual through October we all spent a lot of time making knitted and crocheted Poppies and as a result from the sale of these we were able to hand over £381 to the Royal British Legion in November....for which we were presented with a certificate thanking us for our help

We were lucky enough to secure 3 grants last year as well. Last April we were given £100 from Lee Parsons and Joanne Collins (our local councillors) and in December we received a grant of £200 from Blaenau Gwent Council and another £100 from Lee and Joanne...We also received £20 from Denis Rogersand this was put towards purchasing some new storage boxes

We have received several donations of wool and toy stuffing over the past year but sadly as most of this was left at the Institute for us we never got the names of the people donating it.

As you can imagine that we have to purchase most of our own wool (although we do get some donations)....(Also we have to pay room rent to Llanhilleth Institute so that we have somewhere to hold our meetings)....If you feel that we are the type of local group that you would be able to make a donation to I can be contacted on the above phone number, via e-mail or via correspondence to my home address

Thank You for your time.....regards Mrs Joan Harrison, Secretary Knit & Natter Club,



Tillery Dragons Netball

4th January 2019

Dear Sir/Madam

Tillery Dragons Junior Netball Club is increasing in numbers every season from the age of 5 - 14, training at Abertillery Leisure Centre on Wednesdays, Thursdays and Sundays every week and participating in monthly league tournaments.

We are currently organising a trip for approx 35 of the older girls to a Netball Festival, Disneyland Paris in October half term where the girls will take part in a netball tournament over three mornings as well as coaching sessions from England Netball players. They will be accompanied by our qualified coaches. With the success that England Netball have had over the last 12 months hopefully our coaches and girls will find the coaching sessions an advantage and be able to bring their knowledge gained back to the club. They will of course enjoy some free time around Disney during the evenings.

We are hoping to arrange some fundraising events during the next couple of months to help towards the costs. As the girls will be representing the Community of Abertillery as well as playing for the Club we were wondering if there is any Community Funding available to help purely towards the costs for the girls.

I would be grateful if you would consider the club if there are any community funds available for these circumstances to help towards the costs.

If you need any further information to support our request then please do not hesitate to contact me.

Thanks in advance for your support.

Treasurer/Secretary

Community Clerk
Abertillery Community Council
Mitre Street
Abertillery
NP13 1AE

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**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL (A&LCC)
COUNCIL MEETING
20 FEBRUARY 2019**

THE COUNCIL'S STANDING ORDERS

Report of the Clerk to the Council

Purpose of Report

To review the Council's standing orders.

Background and Findings

The Council some years ago adopted the then model Standing Orders. In early 2011, they were submitted to the Council's Finance and Organisation Committee. The existing standing orders are published on the Council's website. They can be viewed here:

<http://www.abertilleryandllanhilleth-wcc.gov.uk/Core/Abertillery-Llanhilleth/UserFiles/Files/pdfFormatted%20Standing%20Orders%20080211.pdf> and here:

<http://www.abertilleryandllanhilleth-wcc.gov.uk/Core/Abertillery-Llanhilleth/UserFiles/Files/AMENDMENT%20TO%20THE%20MODEL%20STANDING%20ORDERS%20Eng.pdf>

The existing standing orders are not attached to this report, in the interests of saving paper and costs.

One Voice Wales in 2013 issued amended model standing orders, created by the National Association of Local Councils (NALC). Some work was done by the then Clerk in September 2015 and a report was submitted to the Policy Committee, but the 2013 model was never adopted by the Council.

One Voice Wales in June 2018 issued a new set of model standing orders, created by NALC. This new model has been circulated to all members by email and again is not attached to this report, in the interests of saving paper and costs.

It is important that the Council has standing orders, and that they are up to date. The Council may vary or revoke standing orders, but only those which do not reflect provisions set out in law. It is also important, once standing orders are adopted, that the Council sticks to them. Standing orders are the Council's "rulebook", in terms of how it holds meetings, how it makes decisions and how it generally operates, as well as who does what. Having standing orders is not in itself a legal requirement (i.e. there is no law specifying that councils must have them by law) (except in relation to contracts, where councils must have standing orders). However, standing orders reflect legal requirements which the Council has to comply with and are seen as highly important, insofar as they help regulate business and explain, all in one place, how councils do things. Every council has, or should have, standing orders, except perhaps very small councils. The Wales Audit Office has made it a priority in 2019 to test that councils have up to date standing orders and that they are complying with them, especially in relation to the letting of contracts.

Members will see that the new model standing orders are very different to the old standing orders. For example, there are new sections on managing information and data protection, reflecting changes in the law in those areas. The running order of the various sections of the standing orders has been reorganised. Several sections of the old standing orders are also missing from the new standing orders (e.g. questions, estimates/precepts, canvassing of councillors, inspection of documents, confidential business and so on). In some places, old sections have been removed but their provisions have been included in another section.

Much work has been put into comparing and contrasting the old and the new standing orders. This work is not yet complete but will culminate in a new set of standing orders being proposed to the Council for adoption as soon as possible. These will closely reflect the new NALC model, as well as reflecting any arrangements which are specific to ALCC, for example gaps in the new model will be filled in, with the names of relevant committees or previously decided time limits (e.g. 2 hours for meetings). Any significant issues (e.g. deleted sections or major local departures from the model) will be brought to the Council's attention, so that it can make a choice, if appropriate, between the new model and the existing standing orders and practices of the Council, bearing in mind that it is expected generally that councils will adopt the new model, unless there are reasonable grounds not to do so.

Policy Implications

The importance of standing orders is explained above. They help regulate and make it easy for the public to understand how the Council works. They are therefore an important element of openness and transparency.

Resource Implications

No new implications arising directly from this report.

Risks

There are obvious risks if the Council does not comply with legal or audit requirements. Adopting the new model standing orders, with appropriate local adaptations, will help mitigate these risks.

Recommended: that the Council receives proposed new standing orders for adoption, as soon as possible.

Appendices: None

Report author: Richard Gwinnell, Town Clerk



Clerk Clerk <clerk.alcc@gmail.com>

Membership of One Voice Wales 2019-20 – Renewal of Membership details

1 message

Tracy Gilmartin-ward <tracy.gilmartin-ward@onevoicewales.org.uk>
To: Tracy Gilmartin-ward <admin@onevoicewales.org.uk>

12 February 2019 at 09:46

Dear Clerk

Membership of One Voice Wales 2019-20 – Renewal of Membership details

I would be grateful if you could bring the details of this email and associated attachments to the attention of your Chair and Council members as soon as possible.

To assist your Chair and members on the benefits of membership of One Voice Wales I have included the following documents for their information and attention:

A letter giving details of what One Voice Wales have been up to on your behalf during 2018 – 2019 financial year

A Frequently Asked Questions Leaflet in relation to the work of One Voice Wales

A Guide to our Services Brochure which explains in detail what your council can expect from One Voice Wales if you are in membership.

It is important your members have sight of these documents to appreciate the breadth of work that One Voice Wales carries out on behalf of the Community and Town Council

sector in Wales and also to have a full appreciation of the services available to member Councils.

IMPORTANT - Your Invoice/Membership form will be posted out separately – this is due to the fact that they have to be processed via mail merge because each council has a different number of dwellings and price for membership.

The staff, National Executive Committee, Area Committee Chairs and Vice-Chairs, Training Associates and Associate Consultants and I look forward to working with your Council during 2019-20.

Kind regards,
Lyn
Chief Executive

One Voice Wales
24c College Street
Ammanford
Carmarthenshire
SA18 3AF

Un Llais Cymru
24c Stryd y Coleg
Rhydaman
Sir Gaerfyrddin
SA18 3AF

Tel/Ffon 01269 595400

Fax/Ffacs 01269 598510

Website: www.onevoicewales.org.uk / Gwefan: www.unllaiscymru.org.uk

The Voice of Community and Town Councils in Wales - Llais Cyngorau Cymuned a Thref yng Nghymru

3 attachments



Membership Letter 2019-20.pdf

181K



Schedule of Frequently Asked Questions General Version.pdf

157K



A guide to our services Final.pdf

1626K

24c Stryd y Coleg
Rhydaman
Sir Gaerfyrddin
SA18 3AF

Ffôn: 01269 595400
Ffacs: 01269 598510



24c College Street
Ammanford
Carmarthenshire
SA18 3AF

Phone: 01269 595400
Fax: 01269 598510

Dear Clerk

Please bring this letter to the attention of your Chair and Councillors.

Membership of One Voice Wales 2019/20

I am writing to invite your council to renew its membership to join One Voice Wales from April 2019. Once again, the past year has seen many positive developments to our services, many of which are outlined in this letter, which we believe add significantly to the value for money offered by One Voice Wales membership.

We continue to represent the sector on the **Local Government Partnership Council** – during 2018-19 we have made strong representation on the role the sector can play in supporting sustainable local services and supporting the Local Government Reform agenda – indeed One Voice Wales provided a comprehensive response to the Independent Review Panel consultation and worked closely with Welsh Government in establishing a first Community and Town Council and PSB event in Llandrindod Wells and we have developed even stronger working relationships with the Welsh Local Government Association (WLGA) strengthening the voice of the sector within the public services family in Wales. One Voice Wales continued to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels including the **National Assets Working Group**, the **External Advisory Group on Community Asset Transfer**, **Welsh Government Community Resilience Forum** addressing issues of community resilience, **Electoral Reform Board**, **NAfW Cross Party Group on Fuel Poverty** and the **National Training and Advisory Group**. One Voice Wales is playing an ever increasing role in the development resources for the sector and during the year has represented the sector on the **Understanding Welsh Places** Advisory Group which is developing a data and information resource for community and town councils with a population greater than 1,000 people. We continue to work collaboratively with a range of other bodies including the **Local Government Democracy and Boundary Commission for Wales**, **Independent Remuneration Panel**, **Public Services Ombudsman and Wales Audit Office**. So our ability to influence key stakeholder organisations continues to grow.

There are exciting and challenging times ahead for Community and Town Councils in Wales and we will continue to develop our lobbying and representational roles especially in relation to the outcomes of the **Community and Town Council Independent Review Panel** recommendations and subsequent Cabinet Secretary written response. Work has already begun with Welsh Government and WLGA colleagues in developing actions to address the key findings and this will continue into our 2019/20 work programme.

Our representational role means that **we have direct interface not only with the Minister for Local Government and Housing but other Ministers** where our sector's remit extends. During 2018-19 we made several representations to the **Cabinet Secretary for Local Government and Public Services** on a range of matters but importantly on the need for greater resources for the sector, the need for skills and capabilities to be developed, devolution of services and asset transfer agenda. During 2018-19 we have extended our

Llais Cyngorau Cymuned a Thref yng Nghymru - The Voice of Community and Town Councils in Wales

Ebost/Email: gweinydd@unllaiscymru.org.uk / admin@onevoicewales.org.uk
Gwefan/Website: www.unllaiscymru.org.uk / www.onevoicewales.org.uk

representational role - One Voice Wales' many Councillors across Wales are increasingly able to provide their views on a wide range of policy areas to support our lobbying activities and **influence government and stakeholder organisations** in their decision-making. This includes representation on health trust stakeholder forums and several **Public Services Boards**. These developments have improved and further developed our representational and lobbying roles and we will seek to further develop them in 2019-20.

Some of our other accomplishments over the past 12 months include:

- Debbie Wilcox Leader of the WLGA attended our National Conference, we held our first newly named **Innovative Practice Conference** in July 2018 and our **6th joint training conference** with the **SLCC** (Society of Local Council Clerks)
- Held our **2nd National Awards scheme and Innovative Practice Conference**.
- **Area Committees** continue to play an influential role locally, with many appointments to Public Service Boards, Local Development Plan Stakeholder Groups, Rural Development Partnerships, Standards Committees and the like now being proposed by Area Committees. One Voice Wales has become much more visible at the local level

As current members are aware we provide the following services and we are aware from feedback by our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.
- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area**.
- **Monthly** editions of our new '**E- Newsletter**'
- **Representation** of the sector on the Local Government Partnership Council.
- Creating **new opportunities for collaboration** with national organisations across Wales.

The training and development agenda is another area where much progress has been made during 2018/19. Under the auspices of the **National Training Advisory Group**, chaired by One Voice Wales, we have continued to refine and develop and extend our training provision to the community and town council sector including a successful bid to Welsh Government for support to update and improve the content of our training materials. Once again the breadth of our training programmes has been extended and will be available to members throughout the year. During 2018/19 we provided over 1300 units of training to the sector.

Furthermore our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members and have supported our councils on **community planning exercises, accountancy services, technical VAT advice, HR and personnel matters including representation at Industrial Tribunals**, assisted in **policy development and health and safety** – and at **costs significantly below market rates**. We are also now able to offer consultancy support in relation to community planning and engagement. Please contact the Ammanford Office if you would like further details on how we can support you through these services.

Importantly our role as a representative body has been significantly improved with a significant growth in our membership during 2018-19 – for the first time **we broke the 600 councils in membership level and at year end we had 613 local councils in membership or nearly 84% of all community and town councils**.

I hope that this summary of current and future developments has demonstrated that One Voice Wales continues to do all it can to represent the sector and provide a high class information and support service for our members.

In order for your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, please complete the Membership Form which will come to you in the post in the next few working days and return to Tracy Gilmartin-Ward at our office in Ammanford.

If you have any further queries relating to membership, please contact the office on 01269 595400 or email: admin@onevoicewales.org.uk

I trust that your Council will give this invitation full consideration and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2019-20.

Yours sincerely,



Lyn Cadwallader
Chief Executive

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One Voice Wales



Schedule of Frequently Asked Questions

- a) How many member councils are in our membership?
(The current membership of OVW is 613 which represent 83.5% of all Councils in Wales)
- b) On average what do you think the provision of one piece of legal advice would cost the Council if it were to use its own solicitor?
(This will vary depending on the complexity of the issue – it can range from £350 to £700. This needs to be considered when deciding to join OVW).
- c) Did you know that we have a library of legal topic notes and a wealth of intelligence which is vital to Councils?
(As well as a wide range of information available to Councils we also have access to legal topic notes and legal briefings which are available to Councils in relation to specific requests for advice)
- d) You only know what you know, but what are the consequences of not knowing what you should know?
(It is vital that Councils are well informed in order to avoid major pitfalls relating to actions taken without the benefit of appropriate advice).
- e) Did you know that our training and conference fees are cheaper for member councils?
(Member Councils are able to book our training courses at a much reduced price and can benefit considerably from bespoke courses which can be arranged at a much lower price).
- f) Our consultancy fees for HR, Governance, Health and Safety and Community Planning are significantly lower than you will be offered from other providers. Were you aware of this?
(As well as being a lower cost service, we offer the added advantage of having an in depth knowledge of the work of local councils and our work is appropriately tailored to your needs).
- g) How many subject areas do OVW training sessions cover? i.e. not just Code of Conduct so many others
(We offer 23 training modules and are expanding the range of courses as required to meet the needs of our members).
- h) How long does it take on average to provide you with the advice you require?
(The majority of requests for advice are dealt with within 3 working days and in many cases on the same day).

i) Did you know that OVW has a service level agreement with NALC and that we pay an annual fee to enable member councils to gain access to all of their resources including legal advice?

(One Voice Wales pays an annual subscription to NALC that enables us to have access to the legal advice service and legal topic notes/briefings which are essential to provide member councils with a high quality service which is fully appreciated by member councils).

j) Did you know that OVW is in a position to influence the Welsh Government and other public bodies to assist member councils?

(The Chair and Chief Executive are regularly in contact with the Welsh Government and other public bodies giving them a major opportunity to reflect the views of the sector on a wide range of policy areas. They also meet the Local Government Minister on a number of occasions during the year. They have been highly successful in enabling the sector to be prominent in the development and implementation of public policy in Wales).

k) Did you know that Member Councils receive circulation of all relevant documents from other bodies that use OVW as a source for circulation?

(One Voice Wales is widely regarded as the place to go by a wide range of organisations in Wales who wish to gain contact with Councils in Wales. Being a member ensures that you are kept fully informed of all developments and consultations that will be of importance. We send an e-mail bulletin to Councils on a monthly basis containing relevant information for consideration).

l) We organise three Conferences each year with preferential rates for member councils – this provides the opportunity for Councils to meet up with a range of suppliers to the sector)

One Voice Wales
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SA18 3AF
01269 595400
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