

**MEETING OF THE FULL COUNCIL OF ABERTILLERY AND LLANHILLETH
COMMUNITY COUNCIL (ALCC) HELD ON 24 September 2025 AT 7.00 pm in
the Council Chamber at Council Offices, Mitre street, Abertillery.**

PRESENT

Councillors: Josh Rawcliffe (Chair), Lucy Harmer (Vice Chair), Peter Adamson, Ivor Beynon, Ralph Henderson MBE, Bruno Góes Maciel (via video-link), Barrie Page, Ben Owen-Jones (via video-link), Mike Whatley, Rob Phillips, Richard Caplin, and Tracey Dyson.

Youth Representatives: Jackson Powell via video link

Absent: Bernard Wall, Chris Hill, Frankie Baker, Graham White, Mark Lewis, Nick Simmons, and Steve Bard. **Youth Reps:** Sophie Townsend

Officers: Erika Davies (Deputy Clerk)

Others: None

74. Apologies for Absence

Apologies received from Chris Hill, Graham White, Nick Simmons, Mark Lewis and, Steve Bard.

75. Declarations of Interest and Dispensations

Cllr. Tracey Dyson declared an interest in agenda item 4 – Council Grant request for Abertillery Workmen's Welfare Institute.

Cllr. Rob Phillips declared an interest in agenda item 4 – Council Grant request for Abertillery and District Museum Society.

76. Minutes 23 July 2025 & 17 September 2025

Council **RESOLVED** both sets of minutes as a true record.

77. Council Grant Applications

Council considered four Council Grant requests:

Cllr. Tracey Dyson left the meeting whilst the initial discussions around Abertillery Institute were taking place. She returned upon the request of councillors to answer some questions concerning the application and then left again whilst voting took place.

1. Abertillery Workmen's Welfare Institute.

The Deputy Clerk explained that no specific powers are available for this type of request, but Section 137 could be used if the Council felt the grant benefited enough inhabitants of the area.

Council **RESOLVED** to award £1000 to cover three months' rent for the charity shop to trade over the Christmas period. (Local Government Act 1972, s.137). Council also requested that the trustees of the Institute be invited to a future meeting of Full Council to discuss the progress and planned re-opening of the building, and to answer any questions put by councillors

Cllr. Tracey Dyson returned to the meeting.

2. 1st Abertillery Scout Group:

Council **RESOLVED** to award £1,330.30 for tools and supplies to provide an outdoor space for the children to enjoy. (Local Government (Miscellaneous Provisions) Act 1976, s.19). Council felt it was good to encourage children to be outdoors and to follow on from the success of the recent Town in Bloom and Wales in Bloom projects.

3. Six Bells Park Community Tennis:

Council **RESOLVED** to award £950 towards the purchase and installation of industrial roller doors for the kiosk. There has been feedback about the kiosk appearing closed because the current shutters are only partially open. The new shutter doors will be easier for the volunteers to use. (Local Government (Miscellaneous Provisions) Act 1976, s.19)

Cllr. Rob Phillips left the meeting whilst discussions and voting took place about the Abertillery Museum.

4. Abertillery & District Museum Society:

Council **RESOLVED** to award £816.18 for a reinforced clothes rail and preservation equipment for textile artifacts. It was noted that the Museum has many artifacts to care for and that they must be preserved in accordance with specific criteria. (Public Libraries & Museums Act 1964, s.14)

Cllr. Rob Phillips returned to the meeting.

78. NALC Pay Award

The Council **RESOLVED** to note and agree the NALC Pay Award for the Clerk and two Deputy Clerks.

79. Bank Reconciliations

The Council **RESOLVED** to note and accept the bank reconciliation and payments for May, June, and August. Cllr. Peter Adamson inquired about the late notification of May and June's documents, and the Deputy Clerk explained that it was due to an administrative error and the failure to set up the approval rota on time

80. Community Empowerment Committee

Council **RESOLVED** to accept the amended Terms of Reference

Council **RESOLVED** to make Cllr. Lucy Harmer a full member of the committee.

Council **RESOLVED** to co-opt Cllr. Bruno Gôes Maciel as a full committee member.

81. Blue Plaques

Cllr. Ralph Henderson discussed his idea of installing more blue plaques in the Council area to commemorate notable individuals from the area. By applying the criteria needed, blue plaques could be purchased and attached to St. Michael's Church as a point of reference in the town. Joining the Global Welsh website was also mentioned as a possible way to secure funding, but there is a cost implication to this.

Cllr. Ivor Beynon mentioned that the launch of the Blaenau Gwent Town Trail is set to take place this month, with QR codes placed around the town. This would be a good opportunity to tie in with the new plaques.

Councillors agreed this would be a good opportunity to take forward. The Deputy Clerk explained that there is currently no budget line for this, and this is something that will need to be considered for 26/27.

Council **RESOLVED** to pass this to the Leisure and Tourism Committee for further discussion and budget setting.

82. Motion from Councillors Graham White, Bernard Wall and Mark Lewis.

None of the three councillors was present at the meeting, so the motion automatically fell.

83. Party in the Park 2026

Council **RESOLVED** to release £5000 from the 2026/27 Party in the Park budget so bookings and deposits can be made in advance.

84. Owl Camera

The Deputy Clerk explained that the current USB camera and microphone used in the council meeting room were not very reliable, which causes issues during meetings when members and attendees are remote. There is a £10,000 budget in Ear-marked Reserves for the purchase of office consumables, and the cost of purchasing the OWL camera would be deducted from that.

Council **RESOLVED** to purchase the Meeting Owl 3 for £1049.

85. Office Printer

The Chair explained that the office printer had broken beyond economical repair. The Clerk had contacted the Chair, Vice-Chair, and Chair of Finance regarding the purchase of a new lease agreement for a printer, using his delegated powers. The members agreed for the Clerk to proceed, and a new printer has already been delivered and is in use in the office.

Council **RESOLVED** to ratify the Clerk's decision to replace the office printer.

86. SLCC Membership

The Deputy Clerk explained that the SLCC – Society of Local Council Clerks – is a professional body to which all three staff members belong. The SLCC provides advice, model documents, and support for all aspects of their work. The cost of £240 per staff member is accounted for under the RFO budget for 25/26.

The Council **RESOLVED** to agree the renewal of 3 SLCC memberships.

87. Updated and New Policies

The Chair explained that during the process of the two Deputy Clerks undergoing CiLCA training, it had come to their attention that many of our policies need to be updated and some new ones created. This will be an ongoing process over the next few months.

Council **RESOLVED** to adopt the following policies with one amendment:

The amendment applies to the Staff Equality and Diversity Policy, specifically under the heading 'Disciplinary and Grievance Procedures'. It currently says, "Details of the grievance and disciplinary policies can be found at [insert details as appropriate]." It should state "Details of the grievance and disciplinary policies can be found at www.abertilleryandllanhilleth-wcc.gov.uk"

- Public Questions
- Social Media & Electronic Communications
- Retention & Disposal
- Privacy Notice
- Information and Data Protection
- Staff Equality and Diversity

88. Committee Papers

The Council noted the following committee minutes:

- Leisure & Tourism 30 July 2025
- Finance and Governance 11 July 2025
- Community Empowerment 18 July 2025
- PlaCE 28 May 2025

89. Resolution to Exclude the Press and Public.

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

90. Subway Mural Tender

The Deputy Clerk advised that there had been two responses to the tender application for the Abertillery Subway Mural and that £10,000 was set aside in Earmarked Reserves to cover the cost of the 5-year tender.

Councillors felt it would be more beneficial to invite the two applicants to a meeting of the Full Council and ask them to present on what they can offer in terms of fulfilling the tender. The Subway Mural is an important part of town history. As ALCC was instrumental in getting the project started, it is only right that the tender applicants are present to discuss their applications and how they propose to meet the project's needs.

Council **RESOLVED** for the Deputy Clerk to invite both tender applicants to the next council meeting in October to give separate presentations and answer questions from councillors

91. Date of Next Meeting

Full Council 29 October 2025 at 7pm.

The meeting ended at 8:16 pm.

Minutes produced by Erika Davies, Deputy Clerk.

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

Date.....