***BRYNMAWR TOWN COUNCIL***

***MONTHLY MEETING OF TOWN COUN CIL***

***WEDNESDAY 21 MAY 2025***

***AGENDA***

Dear Member,

I wish to inform you that the Monthly Meeting of the Councilwill be held on

Wednesday, **21 May 2025 at approx. 6.30 pm** (immediately after the Annual Meeting of the Council in the Council Chamber, Brynmawr Institute.

If any member of the public wishes to attend the meeting remotely (audio only), please contact the Town Clerk (clerk@brynmawrtc.co.uk) by 12 noon on 20 May 2025 for details of how to access the meeting.

A link will be sent out prior to the meeting.

Yours truly,

Nicola Williams

Town Clerk/RFO.

***1. To receive Apologies.***

***2. Declaration of Interest and Dispensations.***

 To consider any declarations of interest and dispensations made.

***3.*** To confirm the Minutes of the Monthly Meeting taken on Wednesday, 23 April 2025 as a true record of the proceedings.

***4.*** ***Matters Arising from the Minutes.***

***5. Orders & Requisitions*.**

(a) Melrose IT – Microsoft 365, Office Applications License and Anti-Virus -

 £101.23.

(b) Melrose IT – Internet Charges & Calls - £62.40.

***6. Financial Correspondence.***

(a)Mr. Kevin Rose, IAC Audit & Consultancy Ltd, Internal Auditor, – Internal (Audit have not been received yet).

 Report by Mr. Kevin Rose in relation to the Council's Internal Control

 Systems 2024/2025. (Council to agree to arrange a meeting when report has

been received to approve and pass the Internal Audit 2024/2025.

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***7. Correspondence.***

1. Mr. Kevin Rose, IAC Audit and Consultancy Ltd. - Internal Auditor – Internal Audit work 2024/2025.

(Report/observations have not been received yet).

The Council approves the dates set for the Exercise of Public Rights 2024/2025.

(Council to agree to arrange a meeting when report has been received to approve and pass the Internal Audit 2024/2025.

1. A meeting has been arranged with Ms. Nicola Prygodzicz and Mr. Lloyd Hambridge, Primary Care and Community Division, ABUHB on Tuesday, 08 July 2025 at 13.30pm in the Council Chamber, Brynmawr Institute, Market Square.

( c) Correspondence from Councillor Sharon Morgan, Council to discuss Car parks, Bay Painting, Parking Ticket Contravention Code 24 and Parking sign on Car parks with two entrances.

( d) Correspondence received from Councillor Sharon Morgan Council to consider requesting a monthly report from David Watkins showing members what services Brynmawr Town have received in the previous month.

***8. Planning Correspondence***

 ***Urgent*** correspondence received by the Clerk after preparation of Agenda.

By permission of Chair.

***9.*** ***Reports.***

1. Special Meeting with Mr. Tom Bateman, Community Led Housing Engagement Coordinator, Community Led Housing, Cwmpas held on Wednesday, 07 May 2025.

(Report will be sent via email once typed and a hard copy will be available at meeting).

1. Special Meeting with Mr. David Watkins, Community Services Manager and Councillor Helen Cunningham, Deputy Leader, BGCBC held on Wednesday, 30 April 2025.

(Report will be sent via email once typed and a hard copy will be available at meeting).

(c ) Special Meeting with Ms. Karen Williams, Town Centre Manager and

 Mr. Iain Nicholson, Founder of the Vacant Shops Academy held on Tuesday,

 13 May 2025.

(Report will be sent via email once typed and a hard copy will be available at meeting).

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***10*.** ***Monthly Salary.***

Clerk's Salary, Assistant Town Clerk's Salary, NI, Pension and Sick Pay (SSP) for the month of May 2025.

***11.*** ***Petty Cash***

Council to consider withdrawing cash for Petty Cash purposes via Visa Debit Card.

 Visa Debit Petty Cash £100.00 22/05/2025.

***12.*** ***Policies, Regulations, Documents and Terms of Reference to be reviewed, approved and adopted.***

 (a) One Voice Wales – Latest version of the Model Financial Regulations.

(Sent via email). Council to review/approve and adopt the latest

version 2025/2026.

( b) Members to review/approve and adopt The Brynmawr Town Councils

 Standing Orders for the financial year 2025/2026.

(Sent via email).

( d) Council to review, approve and adopt the following Committees Terms

 of Reference:

 Brynmawr Town Council Allotment Committee Terms of Reference 2025/2026.

 Brynmawr Town Council Finance Committee Terms of Reference 2025/2026.

 Brynmawr Town Council Events Committee Terms of Reference 2025/2026.

(Sent via email).

***13.*** ***EVENTS & TASKS***

Under this heading Councillors will have the opportunity to suggest and discuss any events/tasks which need to be completed/organised enabling the Clerk to arrange appropriate meetings.

 ***EXEMPT INFORMATION – BY VIRTUE OF PARAGRAPH 1 –* SCHEDULE *12A OF THE LOCAL GOVERNMENT ACT 1972.***

***THE FOLLOWING ITEMS CONTAIN EXEMPT INFORMATION FOR THE REASON SPECIFIED IN THE REPORTS AND THE REMAINDER OF THE MEETING MAY NOT BE OPEN TO THE PUBLIC.***

* 1.