***BRYNMAWR TOWN COUNCIL***

***CYNGOR TREF BRYNMAWR***

***Minutes of the Monthly Meeting of the Council held on Wednesday, 22 September 2021 Via The Starleaf App. at 6.00pm.***

***Present:- Councillors J.M. Gardner (Presiding).***

 ***D.R.Cook***

 ***A. Talbot***

 ***W.K. Hodgins***

 ***B.M. Sutton***

 ***R.J. Hill***

 ***Mrs. O.M. Swales***

 ***D. Lyn Elias***

***In Attendance:- Mrs. A.C. Davies (Town Clerk/RFO.***

 ***Miss. N.J. Williams (Asst. Town Clerk).***

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***101/21 Apologies:- G.D. Jones, J.M. Sutton.***

 ***Mrs. D. Brown., E.M. Hillier.***

***102/21*** The Chair welcomed members to the September Monthly Meeting of the Town Council.

***103/21 Declaration of Interest & Dispensations.***

 The Chair reminded members to make declarations of interest at appropriate points on the Agenda.

***104/21 Monthly Meeting of the Council held on 21 July 2021.***

 ***Corrections – None.***

***105/21 Matters Arising from the Minutes.***

 ***Item 144/20 – Uncut Stone To Commemorate those people who have lost their lives due to Covid 19 and to recognise the NHS Staff and Key-Workers.***

 The uncut stone is now in place in the area of the old water fountain, Welfare Park, Brynmawr. The area around the uncut stone is yet to be jet washed and not at the stage where the unveiling of the plaque can be arranged.

 Awaiting completion by Mr. Justin Brown.

 ***Item 46/21 – Blue Plaque.***

 The Blue Plaque will be erected at the Brynmawr Rugby Club this coming Saturday.

 ***Item 88/21 – Memorial Bench for the Late Councillor T.S. Hughes.***

 The bench will be installed at the Brynmawr Welfare Park on Friday, 24 September 2021.

 ***Item 91/21 – Melrose Solution Ltd, setting up of 2 new computers.***

 The Asst Town Clerk explained to members that there has been delays with the

***- 2 -***

installation of the computers due to awaiting instructions from Microsoft Office to arrange a new email address for the Town Council. Hopefully this can be rectified sometime next week.

 ***Item 95/21 – Disqualification of Mrs. J. Boyd and N. Boyd.***

 A member asked if any correspondence had been received from either Councillor.

 The Clerk informed the meeting that there had been no communication since the letter was sent out in August 2021.

***106/21 The Minutes of the Meeting held on Wednesday, 21 July 2021, having been circulated, were accepted as a true record.***

 ***Orders & Requisitions.***

***107/21 BT - Broadband, Line Rental and Call Charges.***

 Council moved payment of £200.86

***108/20 The Duke of Beaufort – Annual ground rent for Allotments.***

 Council moved payment of £30.00.

***109/20 Grenke – rental of photocopier.***

 Council moved payment of £118.80.

***110/20*** ***Digital Systems Ltd – Copies used.***

Council moved payment of £23.38

 ***Financial Correspondence.***

***111/21***Each member was issued with a Financial Budget Monitoring Report prior to the meeting as requested by the Internal and External Auditors setting out the Council's financial position up to 22 September 2021.

 A member asked why a risk fund was required.

 The Clerk explained to members that the main purposes of the General Reserves are firstly to operate as a working balance to help manage the impact of uneven cash flows and secondly, to provide a contingency to cushion the impact of emerging or unforeseen events or genuine emergencies. It is recommended in the 'Good Councillors Guide to Finance and Transparency' to hold between 3 and 12 months expenditure as a General Reserve.

 Council moved the report.

***112/21*** The Brynmawr Musical Theatre Company will be holding their production of My Fair Lady from 30 March 2022 to 2 April 2022 and asking Council to consider a financial donation towards the event.

 Council agreed to fully support the forthcoming production by awarded a sum of £400.00.

 Members would support the Musical Productions moving back into the Market Hall Cinema for future performances if possible.

***113/21*** A letter was received from Mr. M. Morgan, Treasurer of the Brynmawr Royal British Legion – Brynmawr Branch asking the Town Council to consider financial assistance towards the refreshments for Armistice Day to be held in November 2021.

 Council agreed that a donation of £250.00 be awarded to the RBL – Brynmawr Branch for Armistice Day refreshments.

***114/21***Council moved payment of £100.00 donation towards the Earl Haig Poppy Appeal.

***- 3 -***

 ***Correspondence.***

***115/21*** Correspondence was received from Mr. Lyn Llewellyn Internal Auditor informing the Council that he will be retiring from internal audit and as a result, with much regret that he will not be able to provide the Town Council’s Internal Audit for 2021/2022.

 The Asst Town Clerk informed members that various quotes had been sort.

 At present one quote has been received from Walter Hunter, Charted Accountants and Business Advisor’s regarding the 2021/2022 Town Council's Internal Audit, the estimate for the 21/22 fee would be £750.00 plus VAT.

 It was agreed to await further quotes.

***116/21*** Each member was issued prior to the meeting a copy of a report from the Local Government and Partnership Division – multi-location meetings.

 Various members stated that they would like to return to face-to-face meetings but some members felt that they would put themselves in a vulnerable situation due to their health circumstances.

 It was agreed to ask a Health & Safety Officer of the County Borough Council to carry out an assessment of the Council Chamber before any decision on face-to-face meetings be agreed.

 Councillor Hodgins agreed to contact Mr. Jim Thomas to carry out the Health & Safety assessment.

***117/21*** Each member was issued prior to the meeting a copy of a letter from the Blaenau Gwent County Borough Council regarding the consultation on the revision of Statement of Policy on the Gambling Act 2005

 Letter noted.

***118/21 Planning Application – Land adjoining 4 Catholic Road, Brynmawr.***

 ***Construction of two detached dwellings with associated external works and garage.***

It was agreed to forward the planning application by email to all members and agenda for the next Planning & Urgent Matters Meeting on Wednesday, 6 October 2021.

***119/21 Planning Application – 25 Fitzroy Street, Brynmawr.***

 ***First Floor Rear Extension.***

 It was agreed to forward the planning application by email to all members and agenda for the next Planning & Urgent Matters Meeting on Wednesday, 6 October 2021.

***120/21 Planning Application – 33 Bailey Street, Brynmawr (Former Grasshoopers).***

 ***Conversion of first floor function room and store area into 3 no. Flats (1 no. x 2-bed, 2no. X 1 bed together with associated external alterations. Dormers and extension to existing second floor flat to provide a stairwell.***

 It was agreed to forward the planning application by email to all members and agenda for the next Planning & Urgent Matters Meeting on Wednesday, 6 October 2021.

 ***Reports.***

***121/21*** Planning & Urgent Matters Meeting held on Wednesday,18 August 2021.

 Report accepted as a true record.

 ***THE FOLLOWING ITEMS MAY CONTAIN INFORMATION THAT IS OF A CONFIDENTIAL OR PERSONAL NATURE AND IS THEREFORE EXCLUSIVE TO MEMBERS OF THE TOWN COUNCIL ONLY. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.***