***BRYNMAWR TOWN COUNCIL***

***Minutes of the Monthly Meeting of the Council held on Wednesday, 22 January 2025 at 6.00pm in the Council Chamber, Brynmawr Institute, Market Square, Brynmawr.***

 ***Present: - Councillors W.K. Hodgins (Presiding).***

 ***J. M. Sutton***

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

 ***E. M. Hillier***

 ***Mrs. S. Morgan***

 ***R.J. Hill***

 ***G.D. Jones***

 ***J.M. Gardner***

***In Attendance: - Miss. N.J. Williams (Asst. Town Clerk).***

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 ***196/24 Apologies: - Mrs. A.C. Davies (Town Clerk),***

 ***B.M. Sutton, Mrs. D. Brown, G. Nutt.***

 ***197/24 The Chair welcomed members to the January Meeting.***

***198/24 Declaration of Interest & Dispensations.***

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

***199/24*** ***Monthly Meeting of the Council held on 04 December 2024.***

***200/24 Corrections – None.***

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

***Item 148/24 – Armistice Day Meeting.***

A member asked when the next Armistice Day Meeting would be held.

The Clerk informed members that a meeting will be arranged sometime in May/June as agreed in the last Armistice Day meeting.

***Item 189/24 – Smart Money Cymru.***

The Clerk reminded members that Ms. Terri Louise Short from “Smart Money Cymru” will be attending a meeting on Wednesday, 12 February 2025 at 6.00pm. to give a presentation on how the Community Investment Bond works. The Finance Meeting will commence immediately afterwards.

***201/24*** ***The Minutes of the Meeting held on Wednesday, 04 December 2024, having been circulated, were accepted as a true record.***

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 ***Orders & Requisitions.***

***202/24*** Melrose IT Solutions Ltd – Broadband/Calls (Jan 25).

Council moved payment of £62.40.

***203/24*** Viking Stationery – Photocopying Paper.

Council moved payment of £107.70.

***204/24*** Digital Systems UK – Copies Used for photocopier.

Council moved payment of £41.32.

***205/24*** Grenke Leasing – Equipment Protection for the year 2025.

Council moved payment of £110.00.

***206/24*** Grenke Leasing – Quarterly fee 01/01/2025 to 31/03/2025.

Council moved payment of £270.00.

***207/24*** Shaws & Sons – Receipts & Payment Book.

Council moved payment of £99.60.

***208/24 Financial Correspondence –*** No Financial Correspondence for the month of January 2025.

***Correspondence.***

***209/24***A thank you letter was received from Hospice of the Valleys for Council’s kind

donation of £250.00.

 Letter noted.

***210/24*** A thank you letter was received from Wales Air Ambulance for Council’s kind

donation of £150.00.

 Letter noted.

***211/24*** Internal Audit 2024/2025 - IAC Audit & Consultancy Ltd. has agreed to undertake the Brynmawr Town Council’s Internal Audit again this year.

Letter noted.

***Planning Correspondence.***

***212/24*** Prior to the meeting each member received a copy of the Planning Application

for 27 Beaufort Street, Brynmawr.

Change of use of first and second floors to 6 bed HMO with associated external works.

 Councillor Hodgins declared an interest and left the room.

Members objected to this planning application on the grounds of the saturation of parking facilities in the area and have concerns with the property being a house in multiple occupation.

 Councillor Hodgins returned to the room.

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***213/24*** Prior to the meeting each member received a copy of the Planning Application for

7 Brynawel, Brynmawr.

New side garage extension: Existing garage repurposed to include new kitchen & utility areas. Existing mono-pitch roof removed, and new mono-pitch installed approx. 300mm higher to

suit new internal arrangements.

Members had no objection to this planning application.

***Reports.***

***214/24*** Prior to the meetingeach member received a copy of the Charter of Common

Agreement between the Community and Town Councils of Abertillery

and Llanhilleth, Brynmawr, Nantyglo & Blaina and Tredegar.

A member said that the Brynmawr Town Council is not in a financial position to be in the Wellbeing Plan.

A member said that the Brynmawr Town Council contributes towards the Wellbeing of the local area by supporting other Organisations and collaborating with Events

Members agreed to accept the Charter of Common Agreement between the local Town/Community Councils and Blaenau Gwent County Borough Council.

***215/24*** Budget/Precept 2025/2026 Report held on Wednesday, 15 January 2025.

 The Budget/Precept 2025/2026 was moved and accepted as a true record.

***216/24*** Annual Investment Strategy for Brynmawr Town Council 2025/2026 was moved and accepted.

 ***Salary.***

***217/24*** Council moved payment of Town Clerk's Salary, Assistant Town Clerk's

Salary, Tax, N.I. and Pension for the month of January 2025.

 Cheque Number Bac’s A.C. Davies Salary

 Cheque Number Bac’s N.J. Williams Salary

 Cheque Number Bac’s Inland Revenue Tax & NI

 Cheque Number Bac’s Torfaen CBC Pension

***218/24 Position of the Town Clerk/RFO.***

 At this juncture the Assistant Town Clerk, Ms. Nicola Williams declared an interest and left the room.

 The Chair read out a letter from Mrs. Angela Davies, Town Clerk/RFO.

 The letter stated that Mrs. Angela Davies have been Town Clerk/RFO for over 40 years and have enjoyed working with many different Councillors and dealing with the issues affecting Brynmawr and organising many Events over the years.

 She now feels however, that it is time to pass the mantle on to Miss Nicola Williams to be the new Town Clerk/RFO and Angela take a more backroom role as from the new financial year.

 Mrs. Angela Davies asked members to consider the following: -

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 Mrs. Angela Davies would like to hand over the responsibility of Town Clerk/RFO/Pension Regulator to Miss Nicola Williams and appoint her as the new Town Clerk/RFO from the new financial year 2025/2026.

 You are all aware that Nicola Williams has been her Assistant for over 10 years and has the complete knowledge and experience in all the aspects of the role of the Town Clerk/RFO.

 A lengthy discussion took place regarding Miss. Nicola Williams, Assistant Town Clerk being granted the role of Town Clerk/RFO.

 Members unanimously agreed as from the new financial year April 2025, Miss. Nicola Williams would become the new Town Clerk/RFO/Pension Regulator working 18 hours per week including 1 hour as RFO in office plus 2 hours for evening meetings which totals 20 hours per week.

 Mrs. Angela C. Davies would take a more backroom role working 12 hours per week in office only.

 Ms. Nicola Williams then returned to the Chamber.

 ***Events & Tasks.***

***219/24*** The Chair brought the matter for members to discuss forming a Staffing Committee.

It was agreed a Staffing Committee be placed on the agenda for the next Annual Meeting which will take place in May 2025.

 ***220/24*** A discussion took place regarding St. Davids Day 2025 80th Anniversary of VE Day (8th May) and VJ Day (15th August).

It was agreed that an event will take place on Friday, 21 February 2025 in the Market Hall Cinema before the schools break up for the February half term.

The Chair informed the meeting that BGCBC together with Brynmawr Town Council will pay the cost for the event.

It was agreed that the Clerks are given permission to pay all costs by BAC’s or the Council’s Visa Debit Card.

The Chair asked Councillor S. Morgan whether she would be happy to take the lead with the engagement with the Brynmawr Primary Schools. Councillor Morgan was happy to engage with the schools. The Chair reminded Councillor Morgan to extend an invite to the Welsh School “Ysgol Gymraeg Bro Helyg”.

A member said that it would be a good idea for all Councillors to have a diary marker for all possible events throughout the forthcoming year.

A discussion took place regarding a celebration for the 80th Anniversary of VE Day (8th May) and VJ Day (15th August).

It was agreed to arrange a meeting with the Brynmawr Veterans Society, Male Voice Choir, etc. as soon as possible.

It was also agreed to arrange a meeting with Ms. Karen Williams, Town Centre Manager, and Ms. Vikki Alexander, Welsh Language Support Officer, who is also keen to get involved on Tuesday, 28th January 2025.

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***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.***

***221/14 No exempt correspondence discussed for the month of January 2025.***

***There being no other business, the meeting closed at 19.35 hours.***

 ***Signed ……………………………………………***

 ***W.K. Hodgins (Town Mayor).***