***BRYNMAWR TOWN COUNCIL***

1. ***MONTHLY MEETING OF THE COUNCIL***

***25 JUNE 2025***

1. ***A G E N D A***

Dear Member,

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

Wednesday, **25 June 2025 at 6.00 pm** at the 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 24 June 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. A G E N D A

***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 Annual Meeting held on Wednesday, 21 May 2025 as a true record of the proceedings.

***4.*** To confirm the Minutes of the Monthly Meeting taken on Wednesday. 21 May 2025 as a true record of the proceedings.

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

***6. Orders & Requisitions*.**

(a)Mr. Kevin Rose, IAC Audit & Consultancy Ltd, Internal Auditor, – Internal Audit Work completed on 12 June 2025 - £474.00.

 Report by Mr. Kevin Rose in relation to the Council's Internal Control Systems 2024/2025.

(b) Melrose IT Solutions – Broadband/Call Charges - £62.40.

(c ) Grenke Leasing – Quarterly Fee for the period 01/07/2025 – 30/09/2025.

(d) Digital Systems Ltd – Copies used.

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***7. Financial Correspondence.***

1. ***Vision ICT – Council to consider installing an SSL Certificate.***

Due to the Town Council not having an SSL Certificate applied to the Website people are unable to access the site using the https prefix.

As you are aware the only observation the Internal Auditor made comments on was the issue of not being able to access the Town Council’s Website (which he eventually managed).

The cost of installing an SSL Certificate ***-*** £50.00 + VAT Annually.

1. Quarterly Budget Monitoring Report – monies spend and remaining from 01/04/2025 to 11/06/2025.

(See inclusion).

***8. Correspondence.***

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

Prior to the meeting each member was issued with a paper copy (via email) of the report by Mr. Kevin Rose, Internal Audit 2024/2025, together with the Audit Internal Observations summary along with the Annual Return 2024/2025.

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

1. 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.

***9. Planning Correspondence.***

(a) Planning Applications received after preparation of Agenda.

(b) Urgent correspondence received by the Clerk after preparation of Agenda.

(By permission of the Chair).

***10.*** ***Reports.***

(a) Finance Committee Meeting held on 11 June 2025.

 (Minutes sent via email)

(b) Annual Report 2025/2026.

 (Sent via email).

(c) Fixed Asset Register 2025/2026.

 (Sent via email).

(d) Financial Risk Assessment 2025/2026.

 (Sent via email).

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

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

version 2025/2026.

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

Standing Orders for the year 2025/2026.

(Sent via email)

***11. Clerk’s Monthly Salary***.

Council to move Clerks Salary, Administrative Assistant’s Salary, Tax, NI, Pension and the Administrative Assistant’s Statutory Sick Pay for the month of June 2025.

***12. Petty Cash Account for April, May and June 2025.***

(Sent via email).

 ***Events & Tasks discussion.***

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

Council to consider Children’s Christmas Disco at the Brynmawr Social Club.

***13.*** **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.***