

MINUTES OF THE ANNUAL MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL (ALCC) HELD ON 19 May 2021 at 7.03pm using Zoom video conferencing

PRESENT: Councillors:

Peter Adamson, Michaela Assiratti, Gill Clark (Chair), Roger Clark, Tracey Dyson, Julie Holt, Mark Lewis, Beverley Lucas, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall and Graham White

Officers: Steve Edwards, Clerk and Sian Hookins, Administrative Assistant

Others: None

ABSENT: Councillor Vanessa Bartlett

57. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies for absence were received from Councillor Vanessa Bartlett

58. DECLARATIONS OF INTEREST

None.

58. ELECTION OF CHAIR FOR THE 2021/22 CIVIC YEAR.

There were two nominations for Chair for the 2021/22 civic year. Councillor Tracey Dyson and Councillor Gary Oakley. Councillor Gary Oakley asked for votes for Chair and Vice Chair be recorded

There were 6 votes for Tracey Dyson (Michaela Assiratti, Gill Clark, Roger Clark, Tracey Dyson, Julie Holt, Beverley Lucas) and 9 votes for Gary Oakley (Peter Adamson, Mark Lewis, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall). Councillor Graham White abstained.

Gary Oakley was **elected** Chair for the Civic Year 2021/22. He had previously signed the declaration of office.

59. ELECTION OF VICE-CHAIR FOR THE 2021/22 CIVIC YEAR.

There were two nominations for Vice-Chair for the 2021/22 civic year. Councillor Beverley Lucas and Councillor Nick Simmons.

There were 6 votes for Beverley Lucas (Michaela Assiratti, Gill Clark, Roger Clark, Tracey Dyson, Julie Holt, Beverley Lucas) and 9 votes for Nick Simmons (Peter Adamson, Mark Lewis, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall). Councillor White abstained.

Nick Simmons was **elected** as Vice-Chair for the Civic Year 2020/21. He had previously signed the declaration of office.

At this point Councillor Julie Holt announced her intention to resign as she felt that concerns about discrimination had not been addressed and that with the election of the same Chair and Vice Chair, she did not believe things would change. The Clerk reminded her that resignations had to be by letter. Councillor Julie Holt left the meeting.

Councillor Gill Clark announced her intention to resign and also that it was the intention of Councillor Roger Clark to also resign. Councillors Gill Clark and Roger Clark left the meeting.

Councillor Glyn Smith made a statement that he resented the idea that he belonged to an organisation that discriminated. That he had fought all his political life for equal opportunities for both male and females, and that just because people didn't get their own way they just walked away and if they think they have been hard done by they should stay and fight the good cause.

Councillor Tracey Dyson replied that a letter had been sent in to council and it was ignored so they were trying to fight the good cause. She could see why the others had resigned because it had been ignored and that the Chair had not replied it had come back via the Clerk. They had asked for a meeting and asked for it to be sorted and it wasn't.

The Chair replied:

- (1) The Clerk as proper officer was the correct person to reply as the original letter had been addressed to all and not just to the Chair
- (2) The Clerk had sent a reply which the Chair had supported
- (3) A meeting had been offered to councillor Julie Holt but that had been declined.
- (4) There has been no discrimination whatsoever.
- (5) The Chair agreed with Councillor Glyn Smith view points

Councillor Beverley Lucas raised the point that she did not know of any meeting and it may have been a good idea if the invite had gone out to all. The Chair replied that the meeting invite had gone to Councillor Julie Holt as she had sent the original complaint letter in and she should have communicated that to the rest of the group.

60. COMMITTEES, WORKING GROUPS AND OUTSIDE BODIES FOR 2021/22

(a) PLANNING AND ENVIRONMENT COMMITTEE

Council **RESOLVED** that:

- (1) the committee should consist of 7 members.
- (2) Councillors Mark Lewis, Rob Phillips, Nick Simmons Glyn Smith and Graham White be elected to the Committee. There would remain two vacancies.
- (3) to confirm the following Terms of Reference for this committee

To consider and respond to consultations and express the views of the community council relating to planning applications and other development control matters within the boundary of the Community Council.

To consider and respond to the Planning Authority in matters relating to statutory structure and local plans.

To consider and respond to the relevant body in respect of highway matters.

To consider and respond to the relevant body in respect of listed buildings.

To consider and respond to the relevant body in respect of conservation orders and environmental matters.

To consider and respond to the relevant body in respect of licensing applications within the boundary of the Community Council.

To consider and respond to the relevant body in respect of tree preservation orders.

To consider and respond to the relevant body in respect of other environmental issues.

To manage the members and meetings of the Shop Local Working Group, which includes to discuss with local traders' representatives and other members of the public any matter pertaining to the promotion of local shopping areas (including a "Shop Local" campaign, Fun Run, public toilets and car parking provision), to develop plans and report back to the Planning and Environment Committee with recommendations.

To Oversee the Town in Bloom Project.

(4) That the delegated budget for 2021/22 for this committee be confirmed as
Fun Run £3,000
Town in Bloom £5,000
Shop Local Events £10,000

(b) LEISURE TOURISM COMMITTEE

Council **RESOLVED** that:

- (1) that the committee should consist of 7 members.
- (2) that Councillors Peter Adamson, Michaela Assiratti, Tracey Dyson, Beverley Lucas, Perry Morgan, Rob Phillips and Allen Rees be elected to the Committee
- (3) to confirm the following Terms of Reference for this committee

To work with external agencies, examine whether any external grants/funding may be available.

Examine how ALCC can support existing leisure and tourism activities, whilst avoiding duplication

Run an Annual Party in the Park

Manage all matters relating to the War Memorial site including benches, bins, floodlights and the statue.

Manage and run any other events, excluding Fun Run that Council decided to run.

To manage the members and meetings of the Christmas Lights Working Group.

(4) the delegated budget for 2021/22 for this committee be confirmed as
Christmas Lights Central Contract £30,000
Winterfest Council Activities £2,000
Ffrindiau Tyleri Grant £2,000
Abertillery Rock and Blues Grant £2,000
War Memorial Maintenance £1,500

SWALED Christmas Lights Electricity £1,500
Party in The Park £13,000
Wreath and Poppies £500
War Memorial upgrade £5,000

(c) FINANCE AND GRANTS COMMITTEE

Council **RESOLVED** that:

- (1) that Councillors Mark Lewis, Beverley Lucas, Perry Morgan, Gary Oakley, Allen Rees, Nick Simmons, Glyn Smith, be elected to the Committee
- (2) to confirm the following Terms of Reference for this committee

The Council itself takes all decisions relating to the approval of spending or grants (except ward grants, which the Committee may approve (but not refuse). The Finance and Grants Committee's purpose is to consider and approve (but not refuse) ward grant applications and to prepare, monitor, review and assist in the effective financial management of the Council. Its role is to make recommendations to the Council in any of the matters listed below:

To keep under review the financial resources required by the Council to enable it to fulfil its statutory obligations and provide services for the well-being of its community, namely: a) Preparing an annual budget and making recommendations to Council for the precept required. b) Reviewing and making recommendations to Council on borrowing requirements, reserve funds, investments and banking arrangements. c) Reviewing and making recommendations to Council on the Council's charging policy for services.

To monitor, annually review and make recommendations to the Council on the effectiveness of the Council's system of internal financial control system, specifically: a) Ensuring compliance with Statutes, Contract Standing Orders and Financial Regulations. b) Ensuring an adequate and effective system of internal audit of its accounting records and system of internal control, on receipt of the annual report. c) Monitoring income and expenditure against budget. d) Ensuring that accounts are properly maintained and reflect current best practice. e) Ensuring that bank reconciliations are undertaken regularly f) Receiving and reviewing the draft accounts, draft Annual Return and draft Annual Governance Statement, prior to their submission to the Council for approval annually.

To monitor financial transactions including receipts, payments and bank transfers.

To identify business risks which may prevent the Council achieving its aims and objectives and make recommendations to the Council.

To ensure the Council has appropriate insurance cover in place relating to buildings, property, staff, members, public liability and employers' liability as may be necessary and make recommendations to the Council.

To consider and make recommendations to the Council in respect of all requests for financial assistance submitted to the Council, excluding solar farm grants and excluding ward grants (which the Committee may approve but may not refuse).

Any other matters, which, for reasons of expediency, are referred to this committee.

(d) HR COMMITTEE

Council **RESOLVED** that:

- (1) That the size of the Committee should be 5 Members, Chair and Vice Chair of Council plus three others

- (2) that Councillors Rob Phillips, Allen Rees, and Glyn Smith, be elected to the Committee
(3) to confirm the following Terms of Reference for this committee

The Committee will comprise of the Chair of the Council, Vice Chair of Council and three other members, to be determined by the Council. The Committee will meet at least once per year, with additional meetings when required as determined by the Chair of the Committee and the Clerk. The Committee will elect its own Chair and Vice Chair for the year at its first meeting following the Council's annual meeting if this is not done then the Chair of Council will act as the Chair of the HR Committee. The quorum of the Committee will be no less than three members. The Committee will exercise on behalf of the Council its powers relating to:

Recruitment, rates of remuneration, termination of service, education, training, conditions of service, career development and all other similar matters relating to employees and where relevant (such as in matters of training) members of Council.

Performance reviews and annual appraisals.

All matters concerning working conditions, employee service, staff welfare, agreements concerning salaries, sickness and grievance procedures, disciplinary measures, disputes and consultations with employees and their representatives.

All matters relating to safety at work, risk assessment and safety policies.

The exercise of any discretion in respect of any employee under the Local Government Superannuation Act and regulations.

All other routine Human Resource matters within the general policies of the Council.

To undertake the annual review of staffing and pay structure.

- e) **STANDALONE WORKING GROUPS.** Council RESOLVE agree that the following working groups remain in situ and with the memberships detailed below and the following Terms of Reference
- i) **Youth Engagement Working Group** (Perry Morgan, Gary Oakley, Allen Rees) To work with external agencies, examine whether any external grants/funding may be available, examine how ALCC can support existing youth engagement activities, whilst avoiding duplication, formulate proposals for youth engagement initiatives, and report back to the Council with recommendations.
 - ii) **Solar Farm Working Group** (, Perry Morgan - Cwmtillery, Gary Oakley - Aberbeeg, Rob Phillips – Abertillery, Allen Rees – Llanhilleth, Vacancy – Six Bells - To consider the way forward in respect of the Solar Farm Grant for 2019 and future years, take appropriate steps to monitor progress arising from past Solar Farm Grants, and report back to Council with recommendations.
 - iii) **Well Being Working Group** (Peter Adamson, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Graham White) - To consider how to move forward effectively, in the context of the Well-being of Future Generations (Wales) Act 2015, the Blaenau Gwent Public Service Board's draft Well-being Plan and the Welsh Government Review of the Town and Community Council Sector in Wales, and to come up with a shared vision for the future and specific proposals for future well-being report back to the Council with recommendations.

61. JOINT COMMITTEES AND OUTSIDE BODIES

Council **RESOLVED** the following memberships

1. **Joint Committee of Local Councils in Blaenau Gwent** - 5 Members (Mark Lewis, Nick Simmons, Glyn Smith, Bernard Wall and Graham White)
2. **Consultation with County Borough Council** – 2 Members (Nick Simmons, Bernard Wall)
3. **One Voice Wales Gwent Valleys Area Committee** – 2 Members + Clerk (Peter Adamson, Glyn Smith)
4. **One Voice Wakes Larger Councils Committee** – 1 Members + Clerk (Glyn Smith)
5. **Abertillery and District Twinning Association** – 2 Members (Tracey Dyson, Rob Phillips)
6. **School Governing Bodies** (Does not have to be a Councillor)
 1. **St Illtyd's Community Primary** – Gill Clark
 2. **Soffrydd** – Kerry Carter

The Clerk was asked to confirm at a future meeting that (a) these were the only two schools that we had to appoint a Governor for and (b) that Gill Clark would remain a Governor for St Illtyds if she resigns as a Councillor.

7. **Abertillery Regeneration** – 2 Members (Nick Simmons, Glyn Smith)
8. **Blaeanu Gwent Heritage Forum** – 2 Members (Peter Adamson, Mark Lewis)
9. **Blaenau Gwent Armed Forces Covenant Steering Group** – 1 Member (Tracey Dyson)
10. **Local List of Buildings of Interest – Abertillery and District Working Group** (Graham White)

62. FULL COUNCIL MEETING DATES

Council agreed the following meeting dates for 2021/2022

26th May 2021

23 June 2021 (Accounts)

28 July 2021

No Scheduled Meeting in August

29 September 2021

27 October 2021

24 November 2021

15 December 2021

12 January 2022 (Budget Setting for 2022/2023 year)

26 January 2022

23 February 2022

30 March 2022

27 April 2022

11 May 2022 (Annual Meeting)

The meeting ended at 8.15pm.

Signed as a correct record by the Chair

NB these minutes are a summary of the proceedings and record of the decisions taken. They are not intended to be a verbatim record.

Minutes produced by Steve Edwards, Clerk