

**MINUTES OF AN ORDINARY MEETING OF ABERTILLERY AND LLANHILLETH
COMMUNITY COUNCIL (ALCC) HELD ON 28 April 2021 at 7.00pm**

Held remotely via Zoom

PRESENT: Councillors: Gary Oakley (Chair), Michaela Assiratti, Vanessa Bartlett, Gill Clarke, Roger Clark, Tracey Dyson, Mark Lewis, Bev Lucas, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall

Officers: Steve Edwards – Clerk, Sian Hookins – Administration Assistant

Others:

ABSENT: Peter Adamson, Julie Holt, Perry Morgan and Graham White

46. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies for absence were received from Councillors Peter Adamson, Julie Holt Perry Morgan and Graham White Welcomes were extended to everyone present.

47. DECLARATIONS OF INTEREST

None

48. MNUTES OF COUNCIL MEETING 31 march 2021

Council **RESOLVED** to amend the minutes to add to item 37 "Councillor Vanessa Bartlett wished it to be noted that she did not want to receive the remaining Ward Grant for 2020/2021."

Council **RESOLVED** to agree the amended minutes

49. TOWN IN BLOOM UPDATE

Sian Hookins gave a brief update. She attended a Town In Bloom Work Group Meeting on 15th April and had been tasked to draft a formal Tender Document. The Tender Document was now with the Clerk for final review with expectation that the Tender would be issued the following Friday (30th April 2021). The Tender will be advertised across all Councils platforms.

The Chair commented that this was a positive move forward.

50. COMMUNITY AND TOWN COUNCIL REVIEW

Councillor Nick Simmons raised this issue so that Council was aware of the changes that may happen going forward, that have come out of the recommendations of the Review. The main thrust of discussion was about the possibility of services being handed down from Blaenau Gwent County Borough Council and would the Community Council be in a position to take any of these services on.

Councillor Vanessa Bartlett asked what sort of services, Councillor Simmons replied that the

type of things would be libraries, toilets and litter collecting but Council had no obligation to take any of these services on.

Councillor Gill Clark mentioned that some associations have taken the opportunity to take control of their areas by using Community Assets Transfers and this has proved beneficial to them.

Councillor Nick Simmons represents the Community Council of both the Consultation and Joint Committees with the County Borough Council but unfortunately these have not met in the last year, so he is ideally placed to discuss further with other Town Councils and the County Borough Council. Councillor Nick Simmons did not need to put forward a motion to have this put on the agenda with the Joint Council Consultation (JCC) meeting, and the Clerk would make enquiries and get it put on for the next JCC meeting.

Councillor Rob Phillips asked that we need to talk with other Town Councils in the Blaenau Gwent Area so we could have a joint unified approach. Councillor Gill Clark was not in agreement on this point.

It was agreed that we have only touched the surface of the impact of the review on the Community Council and we would need an EGM at some future point to discuss issues with a proper agenda.

51. AUDIT ARRANGMENTS AND BUDGET REPORT

The Clerk reported on this year's audit arrangements. He had received the Audit Notice from Wales Audit.

- Council had to approve accounts by the end of June
- The notice of Electors Rights to inspect Accounts had to be issued by 6th August
- Final signed copy to Wales Audit 1st September

The Clerks stated this was the first year using an online accounting system and that he would have to work with the company to be able to close down the 2020/2021 budget and accounts. This would not take place until the first week in June, so Council could not expect any information before that date.

Wales Audit had also stated that they were close in signing off previous years accounts and issuing a report. When that report was issued the Clerk would bring it back to council to discuss any recommendations.

52. SOMERSET STREET

This issue had been raised at a previous meeting while Council had been discussing upgrades to the War Memorial site. It was agreed then to bring this item back to council as a formal agenda item.

The Clerk stated he was aware of three issues, the moving of the iron benches outside the War Memorial gates, the litter down the embankment in Somerset Street and the removal of the litter bins from the alcove directly opposite the War Memorial. He stated that all of these

belonged to Blaenau Gwent County Borough Council and he would need Council's approval to approach them to discuss any action.

The Council does not want the benches removed from outside of the War Memorial.

A number of points were raised

- The area was being used by people to dump plastic bags of household waste
- A proposal to have the two bins moved and a Silent Solider bench put in their place
- Councillor Mark Lewis had already raised the litter issue problem with Blaenau Gwent County Borough
- Blaenau Gwent County Borough could use mobile CCTV cameras to monitor the situation to see who was fly tipping.
- The litter problem was not a Community Council issue but a County Borough Issue
- The Clerk stated he just wanted some clarification as to what Council wishes him to do

Councillor Roger Clark raised a point of order about Councillors talking more than once on any subject. The Chair replied that the standing orders applied when a Councillor moved a motion and that this point, we having a general discussion and it was up to the Chair when people could speak and the final decision was theirs. The Chair quoted standing orders 1(e)

Council agreed for the Clerk to go back to Blaenau Gwent County Borough council to discuss if they had any solutions to the litter problems.

53. RECODING OF COUNCIL MEETINGS

The Clerk was now recording Council Meetings to help him in the drafting of minutes of Council meetings but he wished to know if Council would like these meetings published on our website.

Council **RESOLVED** to have the video recordings of Council Meetings published on our website.

54. CHAIRS ANNOUNCEMENTS

None

55. CHAIRS ANNOUNCEMENTS

None

56. DATE OF NEXT MEETINGS

Annual Meeting to be held on 19th May 2021. Following meeting to be agreed at Annual meeting.

The meeting ended at 8:04pm

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

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 Wales Larger Councils Committee – 1 Member + 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

**MINUTES OF A MEETING OF THE FULL COUNCIL OF ABERTILLERYAND
LLANHILLETH COMMUNITY COUNCIL (ALCC) HELD ON 26 May at 7:15pm in the
Council Chamber & Virtually, Mitre
Street, Abertillery**

PRESENT: Councillors:

Nick Simmons (Chair), Peter Adamson, Tracey Dyson, Mark Lewis, Bev Lucas, Rob Phillips, Allen Rees

Officers: Steve Edwards-Clerk Sian Hookins-Assistant Clerk

Others: None

ABSENT: Michaela Assiratti, Vanessa Bartlett, Perry Morgan, Gary Oakley, Glyn Smith, Bernard Wall, Graham White

1. APOLOGIES FOR ABSENCE AND WELCOMES

Cllr Gary Oakley – Personal
Cllr Michaela Assiratti - Personal

2. DECLARATIONS OF INTEREST

None

3. RENEWAL OF COMMUNITY COUNCILS' INSURANCE

Zurich have provided a renewal quote for 11/07/2021-10/07/2022 of £770.07.

RESOLVED - to accept the quote for the annual insurance.

4. WARD GRANT

£200 to Abertillery Bowls Club for hanging baskets-Cllr Perry Morgan

RESOLVED - to award the £200 ward grant.

5. Council Grants

£2800 Abertillery Orpheus Male Choir

RESOLVED - to not award the requested grant to lack of information provided.
The Council have requested that the Clerk contact the organisation to ask them to provide further information to support their request.

6. Bank Mandate

To remove Julie Holt as a signatory from the bank accounts.
To assign to Cllr to be new signatories on the bank accounts.

RESOLVED - Julie Holt to be removed from approved signatory list.
RESOLVED – To add Cllr Tracey Dyson & Cllr Beverley Lewis to the approved signatory list.

7. Community and Town Council Review

Cllr Nick Simmons gave the Council a brief summary of the Community and Town Council Review which was followed by a brief discussion about the potential outcomes from the review.

RESOLVED – Cllr Nick Simmons already as a representative would report to council additional information as he receives it.

8. Date of Next Meetings to be confirmed Wednesday June 23 at 7.00pm.

Meeting Closed 8.04pm

Signed as a correct record by the Chair

Minutes produced by Sian Hookins, Assistant Clerk

DRAFT



Off The Streets Detached Project
Monthly Report - May 2021

Overview of project and activities carried-out this month -

During May we continued to embed our online presence within our digital work, utilising both social media platforms Facebook and TikTok. We use these specific platforms in order to further our reach in ways that are most convenient and relevant to children and young people.

Our TikTok videos this month covered -

- Deaf Awareness Week
- Mental Health Awareness Week

The young people of Llanhilleth also posted videos of themselves doing choreographed dance routines during our sessions.

In total, there were 516 'views' for our videos and although these can't be specifically measured in terms of understanding exactly who is viewing them, a large proportion of our children and young people view, 'like' and engage with us via this platform.

This month we have found it difficult to engage with young people via our professional profiles as staff have been stretched in terms of planning and facilitating sessions with the amount of young people we are engaging with on a weekly basis, face-to-face.

We have however continued to use the project's Facebook 'Like' Page of which is accessible for anyone with an interest in our work. This page enables us to post our completed and upcoming work activities, informative posts and videos, support services and how to access them, and also broader, uplifting content.

During May we used our reach via our Facebook Page to bring awareness to;

- Deaf Awareness Week
- Mental Health Awareness Week
- Walk To School Week
- World Meditation Day
- National Walking Month
- International Missing Children's Day
- Menstrual Hygiene Day

As well as a congratulatory post for all Year 11 young people leaving



school.

Overall we reached a total of 1280 people via our posts this month.

In terms of working with other organisations and community projects, during May we bolstered our work relationships with Gwent N-Gage, Aberbeeg Community Centre, Ebbw Fach Community Group, Swffryd Community Centre, Llanhilleth Miners Institute, Local PCSO's and Aneurin Leisure.

Gwent N-Gage - Stacey and Cath came along to one of our sessions in Llanhilleth this month and facilitated a workshop for the young people around Drug awareness. In turn the young people helped them to create an episode of N-Gages podcast by recording voice-clips and conversations about what they had learnt about drugs and where they can find help if themselves or someone they know is affected by drugs.

Aberbeeg Community Centre/Ebbw Fach Community Group - This month project staff visited Aberbeeg Community Centre and have begun developing a fantastic working relationship with the group members. The team have worked with the community group to create a garden project and also a graffiti project of which the young people will be working on. During June these activities will be facilitated and so there will be a large mural painted on the walls of the Community Centre and a communal garden area will be created. The young people who engage in the Llanhilleth sessions have been consulted throughout this process and have designed the mural and garden alongside the members of the community centre and trusted artists & carpenters.

Off The Streets staff have also supported a community event this month whereby the community centre held a 'Bounce Yourself Happy' day with bouncy castles for the children and young people. Our staff took our portable skate park to this event so as to allow the young people and extra activity to be a part of.

Swffryd Community Centre - Staff have met with Dennis Hughes this month and have started to further develop the working relationship between Off The Streets and the community centre. We have offered our support in creating a wildflower garden within the grounds of the centre along with the young people of which engage in our weekly



sessions.

Llanhilleth Miners Institute - We have worked closely with Laura from the institute over the last few months. We have recently supported the Multi-Skill Activity Day during the Easter Holidays, alongside Aneurin Leisure. We will also be supporting the next Multi-Skill Activity Day during the Whitsun Holidays in June, alongside Aneurin Leisure and Blaenau Gwent Play Team.

As well as this, staff are in contact with the manager of Llanhilleth Miners Institute and are developing a Community Garden project in order to give ownership of an area to the children and young people of Llanhilleth.

Local PCSO's - We have been really pleased to see that the local Police Community Support Officers have been visiting our project in Llanhilleth. This has aided in developing a positive relationship between the young people and the police, opening up more honest and calm interactions. The PCSO's have also donated some scooters to our project.

Aneurin Leisure - Aneurin Leisure staff have continued to support our sessions by facilitating Multi-Sport activities in both Llanhilleth and Swffryd. From Llanhilleth, two young people have been recognised as especially engaged in these activities and have shown promise in terms of their aspirations for further opportunities. The two young people in question have now been put forward to go through their Young Sports Ambassadors training with Aneurin Leisure and Street Games.

Numbers of children & young people engaged -

During May the project engaged with 50 new young people via our Llanhilleth and Swffryd sessions. In each area we are engaging with approximately 30 returning young people as well as the newcomers each week. This is equating to between 60 and 80 young people per week over two sessions.



In terms of staff ratios to young people, this is becoming stretched and we feel that we could benefit from expanding our project to work extra sessions throughout the week. With the summer holidays due to begin at the end of July and continuing through to early September, we feel the addition of another one or two sessions per week would be really appreciated by the young people and the local communities of which we are working in.

Re: Off the streets may report

1 message

Deborah Pitt <deb.thespaceyouthcafe@gmail.com>
To: Clerk ALCC <clerk.alcc@gmail.com>

15 June 2021 at 10:47

Hi Steve

It's 6 hours per week per person otherwise we wouldn't have enough staff

I was also going to say we can come to the meeting if you want us to, in order to explain better

Thanks

Deb

On Tue, 15 Jun 2021 at 10:30, Clerk ALCC <clerk.alcc@gmail.com> wrote:
Deb,

Is that 6 hours per week per person or 6 hours across all three?

Regards

Steve Edwards
Clerk
Mobile 07743631066Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.On Thu, 3 Jun 2021 at 10:45, Deborah Pitt <deb.thespaceyouthcafe@gmail.com> wrote:
Hi Steve

So the total for all 3 members of staff to increase hours would be £12,240 (extra) covering 40 week from July 2021 to March 2022 this would give an increase of 6 hours each per week and allow us to increase our operations, which has been requested by both young people and community

No worries about the space I will start looking for storage else where and see if I can sort something out ASAP

Many thanks

Deb

On Wed, 2 Jun 2021 at 08:59, Clerk ALCC <clerk.alcc@gmail.com> wrote:
Hi Deb

Thank you for the report. How many extra hours are you looking for? what will be the cost?

Secondly BGCBC are starting to make noises about the storage space we are using at Mitre Street, so sooner rather than later I am going to have to clear the the room on the ground floor. This means finding a space for your things. Its not uergent right now but knowing how BGCBC can sometimes work we may not have a long lead time when they do ask us for their room back.

Regards

Steve Edwards
Clerk
Mobile 07743631066

Abertillery and Llanhilleth Community Council

Council Offices, Mitre Street, Abertillery. NP13 1AE.

On Tue, 1 Jun 2021 at 13:16, Deborah Pitt <deb.thespaceyouthcafe@gmail.com> wrote:
Hi Steve

Hope you are well, I've had a telephone discussion with Gary this morning and he has advised me to ask you to ask for increase in hours for Off The Streets to be added to the agenda for the June cc meeting, as the council will be able to see we are engaging so many new and returning young people and making a number of links which is stretching us thin with hours so we are looking to the cc to increase. Myself and Alana are both happy to attend the meeting to put our case forward but Gary asked me to email you to add to agenda and add this months report to the email

Many thanks
Deb



Quotation

Steve Edwards
 Abertillery and Llanhilleth Community Council
 Council Offices
 Mitre Street
 Abertillery
 NP13 1AE

8th June 2021

Carpentry Services & Maintenance Services

Rendering to gable end wall at 155 Somerset Street, Abertillery

- Erect scaffolding
- Supply coloured eco rendering to gable wall (chosen colour)
- Removal of all waste from site

Sub Total	£6300.00
VAT @ 20.0%	£1260.00
Total	£7560.00

Woodcraft Wales Ltd
 55 Central Avenue, Oakdale, NP12 0LN.
 Mobile: 07866 266780 or 07969 513701
www.woodcraftwalesltd.co.uk
 VAT NO. 909 5341 17

R.O.P Electrical Services Ltd

43 Heol Gerrig
Abertillery
Gwent
NP13 1BJ
Ropelectricalservices@outlook.com
07800939829

Date 07/06/2021
Quotation

Customer Details
Blaenau Gwent Council

Job Reference
Senotaff

Job Description

Supply and install below:
4x 70 watt round stainless steel outdoor light fittings.
4x 70 watt lamps.
4x weatherproof termination boxes.
All the required glands for cable entries.

This quotation does not include supplying RCD protection to the circuit if it has not already been installed.
I couldn't gain access to the electricity box when i visited site to confirm RCD protection.

Total Amount

£1690.00

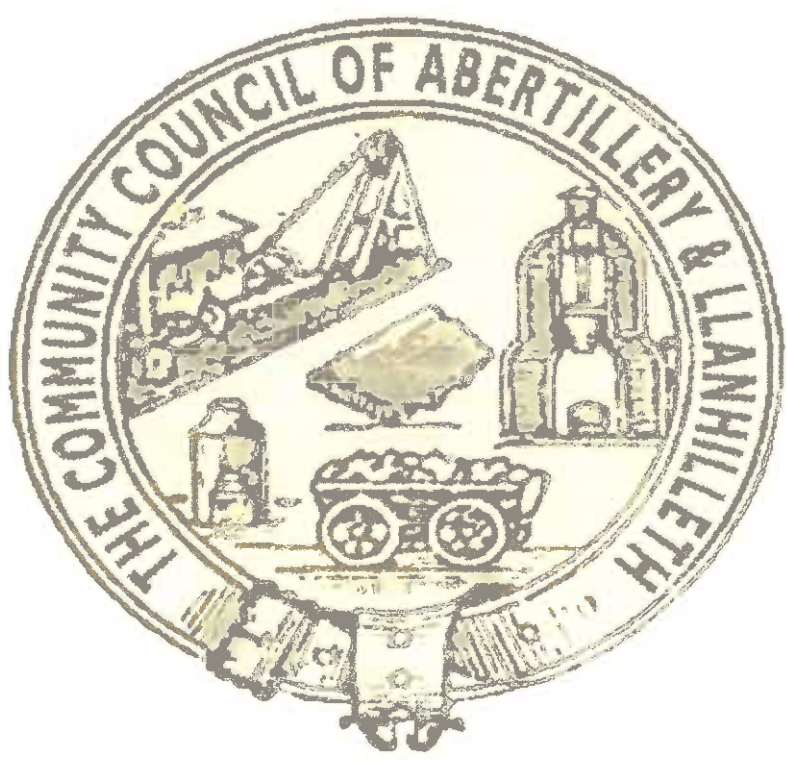
Thank you for your business

Ryan Phelps

Abertillery and Llanhilleth Community Council

IT Strategy

May 2021 to May 2022



Executive Summary

This document provides a comprehensive overview of the ICT strategy for Abertillery and Llanhilleth Community Council for the period May 2021 to May 2022. This review has been conducted by Sian Hookins and Steve Edwards

Scope

The objectives of this document are to describe the ICT vision for ALCC to include recent legislation changes and to facilitate efficient and secure documentation handling and sharing.

The Challenges

Abertillery and Llanhilleth is a community council serving a large geographical area with a small dedicated and professional workforce.

Following the impact of the Coronavirus pandemic the way a Council interacts with itself and its community have changed in a very rapid way. This includes the conducting of meeting and the handling of documentation. Recent legislation has meant that the Council need to continue with some of these changes in order to continue functioning legally.

The legislation is changing the way that a council will function to make it more accessible, efficient and proactive for a modern environment, where a large part of business in both the private and public sectors operate in a virtual/digital environment.

The new legislation

[Local Government and Elections \(Wales\) Act 2021 \(legislation.gov.uk\)](https://legislation.gov.uk)

Local Government and Elections (Wales) Act 2021 PART 3 CHAPTER 4 Section 47

During the Pandemic of 2020/21 new legislation was brought in to facilitate local authorities to conduct their business using online meeting forums and to provide the relevant documentation electronically rather than physically. The success of this sudden change in the management and accessibility of such meetings during the lockdown of 2020/21 encouraged the new legislation which now makes the availability of online meetings a legal requirement.

This includes the distribution of agenda and minutes via electronic methods to the serving council and the general public.

Opportunities that arise from these challenges are the council being a greener and more efficient council encouraging wider diversity opportunities for people to engage with the Council also with hybrid meetings the council can record meetings and store. This will allow FOI requests to be easily responded to and can assist the council if any queries regarding the minutes. These recordings will enable the council to be transparent and will potentially engage the community more as councillors and the public will be able to watch/listen to meetings at a later date if they are unable to attend.

Current Situation

Before the pandemic all papers were issued in paper form to the councillors and copies were displayed in the relevant notice boards and an electronic copy was submitted to the website. The meeting was then held in the council chamber at the published time with the open invitation to any member of the public.

With the pandemic and stay at home order all this changed the papers were now issued electronically via email to the councillors again submitted electronically on the website but also no longer displayed in the relevant notice boards. The meeting was then held electronically with the councillors and any members of the public attending virtually using whatever equipment they had available.

Straight away it was evident that some councillors do not have the appropriate equipment in their homes to facilitate this electronic meeting set up. Therefore, quite early on the Clerk was able to facilitate a Chamber set up to allow councillors to choose to come into the chamber following the legislation at the time to join the meeting virtually. A rudimentary hybrid meeting.

This new virtual environment also has created a new issue with the distribution of documents. Quite often the documentation a councillor will receive will be large for example the boundary commission report. At present these are being emailed as an attachment in quite often a PDF format.

One final important issue is the management of GDPR. The councillors already have council dedicated email but with the distribution of documentation via email attachments and the use of personnel equipment exposes the councillors to a possible GDPR request and having suffered a confidential data breach also dilutes the security of the documentation if private and confidential documents are being shared.

Requirements

Item 1 – Councillors IT Equipment

The issue of equipment to a councillor for them to use to conduct council business. (Attend Meetings remotely, have access to council documents, be kept up to date as more and more information is distributed digitally.)

Whilst serving as a councillor the councillor will be issued with a laptop/tablet that they will use for council business. This will be returned on the end of their term or resignation.

A separate support agreement will have to put in place to provide assistance and technical support to Councillors.

Item 2 – Chamber Conference System

New equipment and use of online platforms to facilitate the new hybrid legislation and additional accommodation to facilitate social distancing

The council chamber has a basic system for a hybrid meeting set-up. The drawbacks of this are that it has only one camera in the corner of the room which makes it difficult to see the members in the chamber and each member speaking must use a microphone to speak and be heard virtually. This equipment will need to be upgraded to facilitate that the Chair can very easily see all members and the public and that all will have the opportunity to speak. It is vital that any conferencing system, which is just about adequate at the moment, is upgraded so it becomes fit for purpose going forward

A quote would be needed to access the necessary upgrades. The chamber would also need to facilitate members of the public attending and speaking at a meeting or facilitate a member of public accessing the meeting virtually. If social distancing continues then the council may need to consider offering alternative accommodation to accommodate more people if extra people attend that would mean they cannot be accommodated in the council chamber

Options to aid this

Use of the already personnel equipment for the councillors in the chamber in a virtual/physical setting

Using additional rooms in the council offices to accommodate extra people, again this would need to accommodate a virtual set-up

Use of platforms such as you tube/vimeo for the easy sharing of recordings from council meetings

Item 3 – Data Sharing

New system for ensuring the secure documentation sharing and ease of use. Currently the Council's officers have separate laptops where data is kept by the individuals on their own hard drives. This data needs to be migrated to a common cloud base area and all future documentation stored at that level. This will allow officers access to all information wherever they may.

The council should consider moving away from the sharing of documentation as email attachments. Various platforms now offer online sharing and management of documents. One of these is SharePoint or use of MS 365

Conclusion

Summary of requirements:

Item 1

The issue of equipment to a councillor for them to use to conduct council business, and a support contract.

Item 2

New equipment and use of online platforms to facilitate the new hybrid legislation and additional accommodation to facilitate social distancing

Item 3

New system for ensuring the secure documentation sharing and ease of use.

Finance

The cost of purchasing additional equipment for the Councillors.

The costs of purchasing new equipment for the chamber.

The costs of hire of additional accommodation and equipment for members of the public.

The costs of online platforms use for recordings of meetings and documentation management.

Motion for Council:

Council to authorise the Proper Officers to investigate solutions and costs to implement the 3 items above and to bring them back to Full Council to decided on a way forward.



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application
(see criteria and process attached before applying)

Name and Address of group, organisation or project:

Abertillery Orpheus Male Choir

Group Contact name:Gareth Spracklen
.....

Role in the group:
.....Secretary.....

Telephone number:
.....07970190991.....

Email:
.....buck07008@hotmail.com.....

What are the aims of your project? ...To update from paper copy music to digital/electronic.
.....
.....
.....

How does your project benefit the Abertillery and Llanhilleth area or its residents?Maintains quality of performance and learning of music in the digital age.....
.....

.....
.....

Approx number of beneficiaries35 members plus ongoing audiences.....

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
	£350
	£
	£
Sub Total	£350
B. Costs requested from ALCC	Amount (inc.VAT)
	£2800
	£
Sub Total	£
C. Total project costs (A + B) TOTAL	£3150

Is the organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)
.....
.....community group.....
.....
.....

Payee name:Abertillery Orpheus Male Choir.....

Name of person making the application:

Print Name:Gareth Spracklen

.....

Signed:

Date:

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE or to clerk.alcc@gmail.com

AOMC reply for request for more information

1 message

Gary Spracklen <Buck07008@hotmail.com>
To: Clerk ALCC <clerk.alcc@gmail.com>

14 June 2021 at 11:56

Abertillery Orpheus Male Choir reply to ALCC request for further information reference our request for financial support.

- How will the tablets be used?
 - Answer: Over the years, traditional choir practices have relied upon the use of sheet music distribution and filing from the Librarian to each chorister. This relies on physical attendance at practice and the hope that Choristers maintain a high degree of filing techniques with care of paper copies for onward distribution at a later stage. More recently, a handful of members have taken to using personal Smart phones of Tablets using scanned copies of music but this is severely limited to those who have smart phones and are capable of using them. With the world now 'Digitally Enabled', the time has come for Abertillery to fast forward into the Digital Age and distribute music electronically by way of digital sheet music being filed in a central repository (Abertillery Choir subscribe to Google Drive already) from where sheet music is distributed and downloaded to a phone or tablet with a few simple clicks. This does not require choristers to be physically present, takes minutes and can be implemented whilst at practice as well as at home. With COVID 19, choristers have not attended practice and have had no means of receiving new music to practice unless using Royal Mail which soon becomes very costly. Utilizing Tablets will also remove the need to physically handle paper music copies and enable the choir to adopt alternative document handling methods, post COVID, in line with HSE recommendations
- Who will maintain them?
 - Answer: two or three choristers are already IT/PC literate either working or having worked in IT/Technology roles. The same choristers who currently run personal devices would take charge of enabling the devices for use and downloading sheet music via simple processes. Each tablet will also be tagged and tracked for asset management and audit purposes. Each device will also go through a 6 monthly check for cleansing files.
- Do they need specialised Music software?
 - Answer: No. We are talking about downloading legal copies of sheet music and if the choir's accompanist records piano parts to a voice recorder, we can also distribute .MP3 files for audio playback using pre-loaded and general available software.
- Have you got a confirmed price per tablet?
 - Yes. The choristers do need to have expensive hardware to achieve their goal. The one feature that is necessary is getting a tablet with a big enough screen due to some failing chorister's eyesight. A good quality tablet suitable enough for the job is circa £100/tablet. The current tablet the choir are looking at is "RCA Juno 10 10.1" Tablet - 16 GB, Black" from Currys PC World as an example. It currently retails at £89.99 and would need a Micro SD card for boosted memory at a cost of £9.99/card (INTEGRAL V30 Class 10 microSD Memory Card - 64 GB). This brings the total cost to £99.98/tablet.

Sent from Outlook

