

**MINUTES OF A MEETING OF THE FULL COUNCIL OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL (ALCC) HELD ON 23 June 2021 at 7:00pm
Virtually & in the Council Chamber,
Mitre Street, Abertillery**

PRESENT: Councillors:

Gary Oakley (Chair), Nick Simmons (Vice Chair), Peter Adamson, Tracey Dyson, Mark Lewis, Bev Lucas, Perry Morgan, Rob Phillips, Allen Rees, Bernard Wall, Graham White

Officers: Steve Edwards-Clerk Sian Hookins-Assistant Clerk

Others: None

ABSENT: Michaela Assiratti, Vanessa Bartlett, Roger Clark, Glyn Smith

71. APOLOGIES FOR ABSENCE AND WELCOMES

Cllr Michaela Assiratti - Personal

72. DECLARATIONS OF INTEREST

None

73. Minutes:

- a. **Full Council 28th April 2021**
RESOLVED – to accept the minutes as a true and accurate record
- b. **Annual Meeting 19th May 2021**
RESOLVED – to accept the minutes as a true and accurate record
- c. **Full Council 26th May 2021**
RESOLVED – to correct the misspelling of Cllr Beverley Lucas and to accept the minutes as a true and accurate record

74. Foundry Bridge Car Park

RESOLVED - to be sent to the Leisure & Tourism Committee.

75. Accounts 2020/21

The Clerk updated the Council on the progress of the accounts.
The Year End close down has now been completed in the accounting software with 2 sets of accounts to move to the change from Receipts and Payments to Income Expenditure.
The Clerk has also been working with the new internal auditor.
The Clerk stated that the accounts would be late and apologised for the delay.

76. School Governors

Former Cllr Gill Clark wishes to remain as a school governor.
Not all schools have a council governor and the Council has filled the two vacancies it is required to do.

77. Councillor Vacancies

The Clerk informed the council that the notices for the 4 vacancies are out and if after the 14 days' notice no election is called then they will go up for co-option.

Council will look at the co-option process when required

78. Off the Streets

The council had a brief discussion about the organisation.

RESOLVED – Cllr Alan Rees & Cllr Perry Morgan will find out further information about the organisation and its fundraising and bring a report back to the July meeting.

79. Re-Rendering of Wall backing onto War Memorial – Following a brief discussion about the potential quote.

RESOLVED – The Clerk to create a brief report into why in 2017 the council rejected the idea of re-rendering this wall. To include the potential liability risks to the council.

80. Lighting at War Memorial

RESOLVED – to be sent to the Leisure and Tourism Committee and for the committee to review their budget regarding the uplift on the original cost.

81. IT Strategy

RESOLVED – To accept the IT Strategy and to give the Clerk the authority to seek out IT companies who can provide this. The Clerk will obtain quotes and return to the council for future discussion

82. Grants – Orpheus Male Choir

RESOLVED – To reject the application for funding. The Council wish the Clerk to advise the Choir that if they manage to gain the rest of the funding the choir can apply for the £500 at a later date,

83. Defibrillator in Abertillery Park

RESOLVED – To use the spare council defibrillator kept at the office and to purchase a cabinet to site it on the bowls club.

Introduction of Standing Order 6 (a) (xvii)

To facilitate the conclusion of the agenda as set, to extend the limit of the meeting for not longer than a period of 15 minutes.

84. Mynydd Carn-yCefn Wind Farm Proposals

RESOLVED – To send to the Environment and Planning Committee

85. Date and Time of Next Meeting confirmed to be 28th July 2021 @ 7pm

Meeting Closed at 9.12pm

Signed as a correct record by the Chair

Minutes produced by Sian Hookins, Assistant Clerk

DRAFT



Ward Grants

1 message

Allen Rees <allenrees.alcc@gmail.com>
To: Clerk Clerk <clerk.alcc@gmail.com>
Cc: Gary Oakley <garyoakley.alcc@gmail.com>

5 July 2021 at 09:21

Good morning Steve,
can this be added to the July agenda please , copies to Bernard Wall .

The Councillors of ALCC have been elected or co opted to represent a specific ward within the ALCC area. As such members are given £200 per annum to give some financial assistance to the constituents who they are supposed to represent.

Originally the procedure adopted for ward grants was :-

- a) Written , signed application to our Clerk.
- b) Name of the organisation making the request
- c) The amount requested

Upon the organisation receiving the grant they would sign a receipt for same , to be returned to the Clerk.

These procedures showed an openness and transparency and no short measure of an attention to due diligence, when distributing public money.

It has become increasingly apparent that some members have been using their allocation (ward) to organisations not in the ward they are supposed to represent . Some wards have not received any money from their member for two years.

What should be more concerning is the fact that some members have used their allocation, not only outside the ward they serve, but have given to organisations with, in which, they have a direct personal interest.

Again sometimes in organisations in which they have family members and/or friends without declaring any interest at all.

These actions could be perceived , if the public were aware, of these members using their position to the advantage of organisations where they have a direct personal interest, to the disadvantage of the majority of the community they are supposed to represent.

I move that Council consider that ward grants be only used within that Councillors ward and that the original procedures be used for this purpose.

Allen Rees
Abertillery and Llanhilleth Community Council
Llanhilleth Ward.

Abertillery and Llanhilleth Community Council Policy and procedure for co-opting a new Councillor

This procedure is based on NALC Legal Briefing L15-08 – Good practice for selection of candidates for co-option to local Councils.

Community Councils are permitted to exercise the power to co-opt a person on to the Council to fill a casual vacancy when the requirements to hold an election have not been met (i.e., The vacancy has been the subject of a public notice and less than 10 registered electors have requested an election by a deadline date specified by the District Returning Officer).

Although seeking “expressions of interest” is not a legal requirement, the National Association of Local Councils (NALC) recommends that Councils always give public notice of vacancies because this makes the process of co-option open and transparent and should attract more potential candidates.

Whenever the need for co-option arises, Abertillery and Llanhilleth Community Council will consider advertising the vacancy to seek and encourage ‘expressions of interest’ by a specified date from anyone living or working in the ward where the vacancy has occurred or within 3 miles of its boundaries who is eligible to stand as a Community Councillor. All potential candidates will be requested to put their request for consideration by completing an application form (See Appendix A).

Please note it is a condition of a Councillor that a means of contact by telephone and e-mail will be public information. A Council email address will be provided. A Declaration of Interests Form must be completed and will be published.

At the next Full Council meeting after applications for co-option have been received:

- i. Clerk to confirm that each candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80;
- ii. Chairman to offer opportunity for debate on the order of priority to offer co-option
- iii. Vote on the acceptability of each candidate for co-option, utilising the ‘person specification’ criteria set out below and any personal statements requested from and provided by candidates. An absolute majority vote is required for each candidate from all members present and entitled to vote (LGA 1972 Sch. 12. Para 39) (The applicant with the least number of votes casted will be deleted and the vote taken again and again etc. until the number of candidates equals the number of vacancies);
- iv. Vote to select the order in which acceptable candidates (decided by the vote at iii above) should be approached to offer co-option on this occasion.
- v. The Clerk to approach and offer co-option to candidate(s) after the meeting in the order of priority determined by the vote at iii above, if the first choice does not accept the post, then the second is to be approached and so on until the ranking list is exhausted.
- vi. If there is more than one vacancy and the number of candidates is equal or less than the number of vacancies then all the vacancies can be filled by a single composite resolution

The Clerk to notify Electoral Services of the new Councillor appointment, initiate ‘acceptance of office’ paperwork and ‘registration of interests’ on the Council website.

Assuming that the co-option position is filled and all paperwork completed the successful applicants will become Councillors. If no one accepts the vacant post(s), the whole process is to be repeated when new individuals expressing interest are identified.

CO-OPTED COUNCILLOR PERSON SPECIFICATION

Personal Attributes

- Sound knowledge and understanding of local affairs and the local community.
- Forward thinking
- Can bring a new skill, expertise or key local knowledge to the Council.

Experience, Skills, Knowledge and Ability

- Ability to listen constructively
- A good team player
- Ability to pick up and run with a variety of projects
- Solid interest in local matters
- Ability and willingness to represent the Council and their community
- Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions.
- Ability to communicate succinctly and clearly.
- Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.
- Ability and willingness to work with the Council's partners (e.g. voluntary groups, other Community Councils, principal authority, charities).
- Ability and willingness to undertake induction training and other relevant training.
- Experience of working or being a member in a local authority or other public body
- Experience of working with voluntary and or local community / interest groups
- Basic knowledge of legal issues relating to town and Community Councils or local authorities □
Experience of delivering presentations

Circumstances

- Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time and events in the evening and at weekends.

To: Mr Stephen Edwards
 Clerk to Council
 Council Offices
 Mitre Street
 Abertillery
 NP13 1AE

Tel: 01495 217323 email: clerk.alcc@gmail.com

**APPLICATION FORM FOR THE ROLE OF COMMUNITY COUNCILLOR
 ON ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL**

Full name	
Home address Inc. Postcode	
Telephone number	
Mobile number	
Email	
Which Ward do you wish to represent	

It is a condition of being a Community Councillor for Abertillery and LLanhilleth that your phone number and email address (official email address will be supplied) be made public via notice boards and website.

LEGAL QUALIFICATIONS FOR BEING A COMMUNITY COUNCILLOR QUALIFICATIONS

(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	Yes / No
Are you 18 or over?	Yes / No

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for the ward of Langstone?	Yes / No
Have you lived either in the ward of Langstone, or within three miles of its boundary, for at least a year?	Yes / No
Have you been the owner or tenant of land in the ward of Langstone for at least a year?	Yes / No
Have you had your only or main place of work in ward of Langstone for at least a year?	Yes / No

DISQUALIFICATIONS

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes / No
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Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes / No
Are you disqualified by order of a court from being a member of a local authority?	Yes / No

Please briefly outline of why you are interested in being a community councillor.

Please tell us something about the life experience you will bring to the Council, for example, previous local government experience, work in the voluntary or charitable sector, business or trade union experience.

Please tell us something about the skills you feel you will bring to the Council, for example, professional qualifications, financial or project management expertise.

Are there any questions you would like to ask the council?

Signed.....

Date:



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application

(see criteria and process attached before applying)

Name and Address of group, organisation or project:

PENYBONT CRAFTERS,
22, HYDE PLACE,
LLANHILLETH.
NP13 2RT

Group Contact name: ...SIÂN BAGHURST.....

Role in the group: ...CHAIRPERSON.....

Telephone number: ...01495 213701.....

Email: ...Penybontcrafters@gmail.com.....

What are the aims of your project? AS A NEW GROUP WE WANTED TO SUPPORT LOCAL CHILDREN AND HAVE MANAGED TO HIRE THE SCOUTS HUT AT PENYBONT. WE AIM TO CREATE OPPORTUNITIES FOR ADULTS AND CHILDREN IRRESPECTIVE OF ABILITY OR OTHERWISE

How does your project benefit the Abertillery and Llanhilleth area or its residents? AN GREAT OPPORTUNITY FOR ALL AGES TO MEET SOCIALLY AND DEVELOP A RANGE OF SKILLS TO IMPROVE THEIR WELLBEING. E.G. BAKING, SEWING, CRAFT OR JUST TO SIT AND CHAT OVER A CUP OF TEA. HOPEFULLY IT WILL BENEFIT THE WIDER COMMUNITY WITH THE SALE OF CRAFT ITEMS

Approx number of beneficiaries THE GROUP HAS TEN MEMBERS AND HOPE WHEN RESTRICTIONS EASE, MORE WILL JOIN AND WE WILL BE ABLE TO SUPPORT OTHER GOOD CAUSES IN THE AREA

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
SCAN & CUT	£ 269 . 00
PRINTER	£ 50 . 00
MIXER	£ 184 . 00
Sub Total	£ 503 . 00
B. Costs requested from ALCC	Amount (inc. VAT)
SCAN & CUT , PRINTER & MIXER	£ 503 . 00
	£
Sub Total	£ 503 . 00
C. Total project costs (A + B) TOTAL	£ 1006 . 00

Is the organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)
 ... COMMUNITY GROUP TO PROVIDE SOCIAL & SKILLED DEVELOPMENT & TO SUPPORT LOCAL ORGANISATIONS & CHARITIES

Payee name: ... PENYBONT CRAFTERS

Name of person making the application:

Print Name: ... SIÂN E BAGHURST

Signed: ... SE Baghurst

Date: ... 2ND JULY 2021

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

CONSTITUTION

NAME

The name of the group is Penybont Crafters

COUNTRY OF FORMATION

The group was formed in Great Britain.

AIMS

The overall aim will be achieved through a number of supporting objectives and the mixed generations craft group will:

- Create a positive brand/group identity for Mixed Generations Craft Group facilitating recognition for quality, creativity, and original design in craft production.
- To promote our groups activities within the local community and surrounding areas, highlighting its benefits.
- To support various charities as appropriate.
- To provide a safe, friendly environment where community members of all ages are given the opportunity to socialise and indulge in crafts.
- To offer a supportive environment and positive encouragement in fostering the development of craft practice and new membership of the Mixed Generations Craft Group.

CARRYING OUT THE AIMS

Any decision regarding the purchase of equipment must be discussed by the group as a whole before any purchase is made.

All finances are to be handed to the treasurer in a timely manner.

In order to carry out the aims of the group, the committee may:-

- i) Raise funds and receive contributions.
- ii) Co-operate with other groups and organisations
- iii) Do all such other lawful things as are necessary to achieve the aims.

MEMBERSHIP

Membership of the group is open to any adult (or accompanied minor) who wants to support the aims of the group. An up to date membership list will be kept.

ANNUAL GENERAL MEETING

- i) The Annual General Meeting will be held in the month of December with 14 days' notice given to all members.
- ii) The committee will present the annual report and accounts
- iii) Members can put themselves forward to election to the committee at the AGM.

- iv) Every member has one vote
- v) Members will elect the Chair, Treasurer and Secretary for the coming year, and up to 3 other committee members.

COMMITTEE

- I) The committee will hold at least two meetings each year.
- II) At least three members of the committee must be present at a meeting to be able to take decisions.
- III) The committee will keep minutes and maintain accounts which can be viewed by any member on request.
- IV) The committee may appoint 2 co-opted members in addition to those elected at the AGM.
- V) Committee members must not be paid of gain financially from the group.
- VI) Funds will be held in a bank account operated by the committee in the name of the group. All cheques must be signed by two committee members.
- VII) Funds shall only be used to support the aims of the group.

THE CONSITUTION

Changes to the constitution of a decision to wind up the group must be confirmed by a majority of members present and voting at a general meeting for all members called with 14 days' notice. Any assets remaining will be given to a charity with similar aims.

This constitution was adopted as the constitution of the:-

Penybont Crafters

At a General Meeting held at Abertillery Scout Hut, Cwmtillery.

On.....19th May 2021

Signed ..SE. Baghurst.....Chair

Signed.....JP Walker.....Treasurer

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