

Wales in Bloom Review – Ralph Henderson MBE

"From the snow-capped moors of Bonymaen in the west to Abertillery in the east, the valleys have never looked so lovely." - Peter Stead, "The Heart and Soul of Welsh Rugby."

Tourists to Wales are often led to believe that in order to access the most beautiful parts they have to travel to the north or West of the country!

When we embarked on this journey, the aim was to highlight places of great natural beauty and enhance new projects.

The aim was to evolve the collaboration between the Community Council and Abertillery Aspiration (AAG).

Twelve key areas were selected and the plan was to identify individuals or groups to take a lead in each project. Such a vast undertaking required funding and an attempt was made to gain grants wherever possible.

In the event grants were received from the Community Council, Abertillery Aspiration, Chillax and Rotary. The additional funding came from private contributions.

Fortunately St. Michael's Church became a hub for our activities. We are eternally grateful to the new vicar, Rachel Nemes and her husband Andrew who allowed us to work night and day from the basecamp and the group began its practical work. The main work was building the planters by recycling pallets. Compost was difficult and led to digging out our own from the Church grounds.

A plan developed for each site and teams worked incredibly hard to prepare each venue. At the Guardian a new bed was prepared by Abertillery Aspiration and, thanks to the grant arranged by Steve and Sharon Harford and Rotary, Andrew Sheehy planted the area.

The Six Bells Hotel was completed superbly by the tenant, Alex, following a discussion with Six Bells councillor, Steve Bard. The Six Bells School was a massive part of the strategy involving school children and was "driven" by acting Deputy Vicki Whitefoot and brilliant site manager, Lyndon Evans. Councillor Lucy Harmer was highly instrumental in their success, being the Chair of the P.T.F.A. Headteacher, Alison Lyndon Jones was very supportive.

Six Bells Park was already looking good after the Centenary celebrations and the grounds were further enhanced by "The Payback Team", and volunteers, such as Dave Churchward, AAG. and the ubiquitous Chris Hill and Liz Evans.

Ty Ebbw Fach was a new project with Claire -Louise and her team being supported by a host of volunteers and AAG. The knock-on effect was that the whole neighbourhood and "Friends of Six Bells" transformed the area around Bethany Church, with a couple of stalwarts even clearing the Ebbw Fach river!

The Aberbeeg Community Centre was quite magnificent. Pat Tovey, a host of volunteers and an amazing artist have developed this part superbly, with Mandy from TAFY, providing the energy and expertise. Councillors Page and Chairman Josh were ever-present in their support.

The Cenotaph had just had the fence painted and was resplendent. Andrew Sheehy did a first-class job, as ever, with a stunning display of Begonias. Lucy Harmer and Brendan ensured they were well watered and the area looked tidy and litter-free.

The shopkeepers in the Arcade were delighted with their new planters and new volunteer groups emerged.

St. Michael's Church, at the centre of town and would be a key focal point and I must pay great tribute to my colleagues at AAG who worked tirelessly for months building planters, planting, watering and dozens of other things to prepare the whole area from the Rectory to "The Canon's View"!

They are modest people and wish to remain anonymous!

The organisation of the Ladies' Choir by Lucy Harmer was a master stroke and we owe our gratitude to Steve Bard and the choir.

The Mosaic at the Underpass was an example of collaboration between the Borough and Community Councils.

The White Feather Pub was in the process of development, but staffing difficulties and a gas leak had undermined the owner's attempts to full prepare, although he promised to redouble his efforts next year.

Abertillery Park and the Bowls Club were at their best, with the Fleur de Lys newly repainted. Last year's restoration of the terrace was highlighted as another fine example of community collaboration.

The Penybont Scout Hut had undergone a makeover using the relationship between Councillor Beynon and American visitors to the area.

The Secondary Campus at Alma Street was the scene of a massive undertaking in the school courtyard spearheaded by staff, students and AAG. Youngsters from the Junior Senedd produced a short film about the Community and Wales In Bloom under the leadership of Vicki Whitefoot and Joanne Day. Site staff, Saul and Simon were extremely helpful throughout.

Cwmillery Lakes provide yet another "Jewel in the crown"!

AAG painted the bus stop, the planters and sign post, while the Memorial Garden and areas overseen by Councillor Lewis were stunning.

Caffi Tyleri provided an alternative landscape with its emphasis on biodiversity. Jamie did an excellent job in the absence of Ralph Connor who was on holiday.

Evaluation:

- *Most of the major objectives were met.
- *The Organising Committee sent their Head Judge as they were excited about a valley town being a new entrant.
He went on record as saying he'd had " A lovely day!"
- *All centres" bought - in" to the process and the final presentation was outstanding.
- *The impact upon the town has been uplifting, with innumerable positive comments verbally and on social media.
- The"bandwagon effect" with lots of individuals and groups getting involved!
- *Hard to measure, but positive well- being effects.
- * Overwhelming camaraderie and fellowship amongst everyone involved.
- * A reduction in litter and anti- social behaviour.
- *Greater collaboration between groups and organisations.
- *Served as a reminder that Abertillery is a wonderful place and has incredible potential for revivification.
- *Much of the infrastructure is now in place for the future.
- *An awareness that momentum must be sustained in order to achieve ultimate transformation.

The Future:

- We must build on this start.
- Involve more groups and organisations such as Allotments.
- Work with Blaenau Gwent to improve shop fronts/fascias
- Develop Foundry Bridge entrance.
- Library and Trinity Square
- Old library and empty buildings.
- Apply for more grants and sponsorships.

THANK YOU TO EVERYONE FOR YOUR SUPPORT AND HELP THROUGHOUT.

Ralph Henderson, July 2025

T: 01495 364849

E: Lyn.sage@blaenau-gwent.gov.uk

Our Ref./Ein Cyf. NM/LS



WITHOUT PREJUDICE:

LICENSOR: BLAENAU GWENT COUNTY BOROUGH COUNCIL

LICENSEE: ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL

LICENSED AREA: WALL OF ABERTILLERY SUBWAY (ARTWORK AND MOSAIC ONLY)

1. The Licensee shall be granted a licence to undertake maintenance, and improvement works (the Works) on the wall of the Subway, identified in the attached plan.
2. The Works will comprise of: -
 - o Inspecting the artwork to ensure that any issues with graffiti/damage are identified as soon as possible – at least a weekly inspection.
 - o Keeping the mosaic/artwork clear of graffiti and maintaining as and when required.
 - o Responsible for taking action as soon as possible to ensure that any issues identified are dealt with promptly to deter any further vandalism or escalation of damage by the weather.
3. The Licensee is to pay a sum of £10, if demanded, at commencement of the Licence.
4. The Licence will commence on the date of signing and will continue on a month-to-month basis until terminated by either party by giving three months written notice.
5. The Licence will be personal to the Licensee, and it will have no rights to assign or underlet or part possession of the land or any part thereof.
6. The Licence may be terminated in the event of any breach by the Licensee of any part of the Licence conditions.
7. The Licensee shall not at any time carry on any activity on the land which shall be detrimental to the Licensor or any third party or cause annoyance or nuisance to members of the public.
8. The Licensor will continue to carry out all other maintenance work to the Subway and adjoining land, as and when necessary, and the Licensee will not impede the Licensor's access.
9. The Licensee must hold Public Liability Insurance of a minimum of £5M.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

The General Offices
Steelworks Road
Ebbw Vale
NP23 6DN

Y Swyddfeydd Cyffredinol
Heol Gwaith Dur
Glyn Ebwy
NP23 6DN

*a better place to live and work
lle gwell i fyw a gweithio*

10. The Licensee will be responsible for risk assessments for any activities or work carried out on site. Such assessments (and public liability insurance) may be carried out or be the responsibility of third parties undertaking the activities with the group such as Keep Wales Tidy, Small Woodland Group etc...

Signed:-

Dated:
Nia Morgan Team Leader Estates & Valuation

Signed:-
Dated
Name:
Abertillery and Llanhilleth Community Council



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application

(see criteria and process attached before applying)

Name and Address of your group, organisation or project:

BRING THE 'POPPY OF HONOUR' TO BIAENAU GWENT
ABERTILLERY ARMED FORCES VETERANS BREAKFAST CLUB
90 FRADD'S KITCHEN, CHURCH STREET, ABERTILLERY.

Contact name:

Telephone number:

Email:

What are the aims of your project? THE 'POPPY OF HONOUR' IS A PAYMENT
TO THE SERVICEMEN & WOMEN THAT LOST THEIR LIVES IN W.W.I.
AND BRINGING THE P.O.H. TO BIAENAU GWENT, THIS WILL COINCIDE
WITH THE END OF A 400 MILE WALK BY ONE OF OUR VETERANS
THE MONEY WILL COVER TRANSPORT COSTS.


How does your project benefit the Abertillery and Llanhilleth area or its
residents? THIS WILL GIVE A GREAT FEEL GOOD FACTOR,
THE P.O.H. IS A WONDERFUL SIGHT, IT IS BASED IN TAUNTON
AND VISITS SPECIAL OCCASIONS AROUND THE COUNTRY.


Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
	£
	£

	£
Sub Total	£
B. Costs requested from ALCC	Amount (inc.VAT)
	£ 200.00
	£
Sub Total	£ 200.00
C. Total project costs (A + B) TOTAL	£ 200.00

Is your organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)
 I AM A MEMBER OF ARMED FORCES VETERANS
 BREAKFAST CLUBS...IT IS A NON PROFIT
 ORGANIZATION.....

Payee: 

Print Name: 

Role in group: ORGANIZER

Signed: 

Date: 8.7.25

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to clerk@abertilleryandllanhilleth-wcc.gov.uk or:

Town Clerk,
 Abertillery and Llanhilleth Community Council,
 Mitre Street,
 Abertillery,
 NP13 1AE



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application

(see criteria and process attached before applying)

Name and Address of your group, organisation or project:

Llanhilleth Miners Institute Ltd
Llanhilleth, Abertillery
Blaenau Gwent
NP13 2JT

Contact name:

Telephone number:

Email:

What are the aims of your project?

LMI is a vibrant hub, working to tackle the effects of poverty, deprivation & isolation within our community. Our children's centre CLWB LLAN provides year round opportunities for up to 200 children and young people including: after-school clubs, play-therapy, CAMHS, a full-programme of holiday activities during every school holiday (plus breakfasts and lunches to tackle holiday hunger.) We are requesting a grant of £1,000 to provide a Christmas Party and presents for the children of Llanhilleth. The party will take place at Llanhilleth Institute in the lead up to Christmas and will include food, face painting, music, dance and other activities as well as a visit from Father Christmas.

How does your project benefit the Abertillery and Llanhilleth area or its residents?

Llanhilleth Ward is in the top 10-20% on the Welsh Index of Multiple Deprivations & the top 10% for poor health & employment. Poor transport links add to families being particularly

isolated and excluded from the special and memorable Christmas events that take place in larger towns & cities. We are hoping that the Community Council will partner with us in making some special Christmas memories for the children of Llanhilleth. The contribution we are requesting from ALCC would cover the costly material items required, while Llanhilleth Institute would meet the costs of staffing, overheads and publicity and support local volunteers to engage in providing a wonderful experience for local disadvantaged children.

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Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
Use of rooms and overheads	£ 240.00
Staffing	£ 1,392.00
Marketing	£ 100.00
Sub Total	£ 1,735.00
B. Costs requested from ALCC	Amount (inc. VAT)
Costs for food & treats	£ 350.00
Decorations	£ 100.00
Presents (80 x £5)	£ 400.00
Entertainment	£ 150.00
Sub Total	£ 1,000.00
C. Total project costs (A + B) TOTAL	£ 2,735.00

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

Registered Charity No. 1128924
Company Limited by Guarantee No. 06056945

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Payee: Llanhilleth Miners Institute Ltd

.....

Print Name:

.....

Role in group: Community Engagement Manager

Signed:



Date:

16 July 2025.....

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to clerk@abertilleryandllanhilleth-wcc.gov.uk or:

Town Clerk,
Abertillery and Llanhilleth Community Council,
Mitre Street,
Abertillery,
NP13 1AE

Abertillery and Llanhilleth Community Council Well- being Report 2024/25

Produced by Erika Davies, Deputy Clerk

Abertillery and Llanhilleth Community Council serves Swffryd in the south, through Llanhilleth, Brynithel, Aberbeeg, Six Bells, Abertillery and Cwmtillery, to Bournville in the north. We currently have 19 Councillors serving our communities.

The five ways of working from the Well-being of Future Generations Act 2015

Collaboration



Integration



Involvement



Long-term



Prevention



The Well-being of Future Generations Act (Wales) 2015

We use the five ways of working when considering how we can improve and deliver the well-being goals to our community. This helps identify areas that we need to help improve and also to prevent issues from becoming worse. The majority of the council budget in 24/25 was concentrated on making a positive local impact helping to create safer and more vibrant communities, ensuring future generations have a positive outlook on the area and a willingness to thrive and prosper.

When assessing how we deliver well-being, we must integrate each of the 7 goals as identified in the Well-being of Future Generations Act.

1. Prosperous
 2. Resilient
 3. More Equal
 4. A Healthier Wales
 5. A Wales of Cohesive Communities
 6. A Wales of Vibrant Culture and Thriving Welsh Language
 7. A Globally Responsible Wales
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A Prosperous Abertillery and Llanhilleth



- To promote the Abertillery and Llanhilleth Community Council area.
- To work in partnership with Blaenau Gwent County Borough Council and participate in regional meetings.
- To support local groups and provide funding by way of grants.

Our social media accounts continue to grow and our aim is to reach as many people in the community as possible, updating them on council business and making them aware of council and community run events that are happening near them. We are currently in the process of designing and building a new council website with the help of Her Web Solutions, a company that designs and develops user-friendly, high-performing websites for public sector organisations and who were successful in securing the contract with us after a competitive tender and interview process.

Our Councillors are active in the Joint Committee of Local Councils in Blaenau Gwent (JCLC), The Blaenau Gwent CBC Scrutiny Committee, the Blaenau Gwent Heritage Forum and the Blaenau Gwent Armed Forces Covenant Group.

In 24/25, we awarded a total of £20,432 in council and ward grant funding to local community groups. Some examples include £300 for Six Bells over 50's club to help fund day trips; £400 to Dainton Evans towards his trip to Verona to defend his title in the Muai Thai World Championships; £1937 to Llanhilleth Institute towards the cost of restoring their integral clock; £1000 for the Mitre Music venue to provide a community space for live music and culture; £2000 to The Friends of BG and Roseheyworth Park to provide improvements to the park (mural, park bench and picnic tables) and £380 to Six Bells Bowls Club for a new security gate to provide disabled access.

A Resilient Abertillery and Llanhilleth



- To support local nature spots and the natural environment.
- Support keeping the local area free of litter.
- Supporting social, economic, and ecological resilience and the capacity to adapt and change.

We are constantly striving to strengthen our links with the local community, providing support to ensure resilience and a safety net for those facing material and social deprivation.

Another successful Party in the Park event was held in 2024 with £15,000 of Leisure and Tourism Committee funding supplied to ensure a family event that everyone could enjoy. The whole day and its activities are completely free of charge, enabling everyone in the community to attend. In addition to the family favourites of bouncy castles and face painters, this year saw the addition of Circus of Positivity, a not-for-profit group who aim to promote physical and mental well-being in the local community through the provision of juggling and ground-based circus activities and, Blaeddau Du Vikings, a Dark Age re-enactment society that train with steel weapons in a fighting system that has been honed since 1971, both proving very popular with all ages.

We have an established and on-going relationship with local voluntary community group Ffrindiau Tyleri and in 24/25, provided £4,500 to support town centre events such as Aberfest, Springfest, and Halloween Scare in the Square.

£7,500 was set aside for the Loneliness project, aimed at supporting people in the community by funding meeting hubs and warm spaces to meet for coffee mornings an increase of £2000 from the previous year. The successful applicants received; £1,600 to Six Bells Tennis Club for running costs for a local pensioners group; £1580 to Ebenezer Baptist Church towards rent and food for its different groups; £1,108.81 to Kenny's Vinyl Vault towards equipment for their groups; £1500 to Aberbeeg Sewing Circle towards rent, machine servicing, materials and sewing kits and finally, £1711.19 to The Mitre Music venue towards furnishing an upstairs room for community groups.

Our Biodiversity Report outlines what services we have provided to the local community that have an impact on biodiversity such as promoting sustainability by pursuing sustainability goals and practices wherever possible. In 24/25, we allocated £70,000 of Solar Farm grant funding to community projects. Friends of Blaenau Gwent Village and Roseheyworth Park received £29,506 for park benches and play equipment. Abertillery Town Band received £7,300 for the refurbishment

of instruments. Abertillery Learning Community received £7,180 to replace grounds gates and install rugby posts and finally, St Iltyd's Minister Area received £25,000 to install a sustainable heating system in St Michael's Church, Abertillery.

Ffrindiau Tyleri continues to work with the local high school in litter-picking days to promote the engagement of the school children and clearing up the town centre, which we promote to Councillors and social media.

The PlaCE committee asked Council to produce a Biodiversity leaflet which could be passed onto the Town in Bloom community involvement partners to promote awareness of local nature and how choosing the correct plants could help increase local wildlife. The leaflet was produced and distributed and requested by One Voice Wales Local Places for Nature Officer, Rachel Carter for use at their Senedd exhibition stand in November.

A More Equal Abertillery and Llanhilleth



- Provide a structured training schedule for staff and Councillors through One Voice Wales.
- Promote equality through our youth services.
- Give young people in the community a voice.
- Support groups that work with young people.

We continue to have a structured [training plan](#) for all our staff and Councillors. The training plan is updated and published on our website and, training is booked primarily through One Voice Wales.

We continue to support the youth teams in our area. 'Off The Streets' covers Llanhilleth, Brynithel and Sofrydd and provides fun and free engagement opportunities for children and young people. It is a community organisation which focuses on listening, social interaction, mental health, well-being and community cohesion. In 24/25 we provided the following funding for them -

- £60,000 to keep their detached youth work in the area
- £5,000 to host their own Summer Fete at Llanhilleth
- £1040 towards a summer cinema programme.

The Blaenau Gwent detached youth services team also received £60,000 of funding from us in 24/25 to enable them to keep working with youths in the area. The detached team links with the

whole of the Youth Service and engages with young people in public areas, including using a van equipped to play video games and prepare food and drinks. They worked hard over the Summer with an extensive programme of activities. They are also working as part of a taskforce with Gwent Police, Blaenau Gwent County Borough Council, Tai Calon and Safer Streets to reduce anti-social behaviour (ASB) in the area. They also link with Cardiff Kicks and Dragons Rugby to help reduce ASB. The number of ASB injunctions reduced from 1,347 to 1,059 between January 2024 and September 2024.

At the start of 2024 we invited Abertillery 3-16 Learning Community Campus to hold their Senedd ALC meetings at our chamber. This has been a very successful partnership with young representatives from all year groups attending meetings both remotely and in-person.

In October 2024, two Youth Representatives aged 15-25, joined our council as non-voting members for a one-year term. They have access to all the same training as our other members and receive a summons to attend all Full Council meetings. Jackson Powell and Sophie Townsend have contributed to meetings and it has been great to get their perspectives on issues that are affecting the younger people in our community.

A Healthier Abertillery and Llanhilleth



- Share information on our social media channels to raise awareness of health and well-being groups.
- Support and fund local community groups that look after health and well-being.
- Partner with BGCBC well-being initiatives.

Abertillery and Llanhilleth Community Council encompasses five wards; Abertillery, Cwmtillery, Llanhilleth, Six Bells and Sofrydd. It is important for us to include all the communities when making decisions, planning events and awarding grants.

2024 saw the second Community Fun Run take place. Organised by Councillor Ben Owen-Jones and other Leisure and Tourism committee members, and funded by Abertillery and Llanhilleth Community Council, it was another successful event in which little ones participated in a 1k family run and older children and accomplished runners enjoyed a 5k. The aim was to provide a socially cohesive and fun event for the outlying Swffryd area which focused on promoting health, being outdoors and enjoying the local environment. The £249 raised from the event was donated to Sofrydd Primary School. It is our intention and focus for the event to grow year on year.

- Abertillery and Llanhilleth Community Council places a high value on community groups that support residents and offer activities to promote health and well-being. The following are some examples of community members and groups that have received funding over the past year with this vision in mind.

- £400 ward grant to Catherine Evans (mother of Dainton Evans) to pay towards his trip to Verona in June of this year to defend his title in the WBC Amazing Muay Thai World Championships.
- £1,000 grant to Abertillery Bluebirds Football Club to create a sporting facility for the youth football teams.
- £300 grant to Six Bells Tennis Club to provide free tennis sessions for the community.
- £100 to Llanhilleth Park for the refurbishment of 6 park benches.

We have also created a public defibrillator map which shows the location of all the public access defibrillators in our area which are accessible 24/7.

An Abertillery of Cohesive Communities



- Create working partnerships to benefit the local community.
- Allow the use of the Council Chamber for community groups.
- Partner with the local school Pupil Parliament programme.
- Plans to invite two youth representatives to join us.

We are currently the guardians of 13 defibrillators in the Abertillery and Llanhilleth Council area. They are registered on 'The Circuit' (the national defibrillator network) and maintained by us. The maintenance budget for this project in 24/25 was £3,500. There was also £3,500 budgeted for the purchase and installation of two new defibrillators. We are pleased to confirm that one was installed at Aberbeeg Tyres and, one at Caffi Tyleri both in June 2024.

In January 2025, all Councillors were offered the opportunity to attend a free first aid session, run by a local company, SLIC. Five members attended and learnt about adult / paediatric CPR, adult / paediatric AED usage, adult / paediatric Choking and adult / paediatric recovery position. We also offered the use of our chamber to deliver these free sessions to any community groups within our wards.

Our relationship with Blaenau Gwent Car Scheme, run by Bridges, continued throughout 24/25. Working in collaboration with the community transport scheme and, with a budget of £5000 we have helped fund 175 trips, saving the community users £560.

Community groups such as Ffrindiau Tyleri, continue to hold their meetings in the chamber and the local Knit & Natter group use another of our rooms to meet every Wednesday.

An Abertillery and Llanhilleth of Vibrant and Thriving Welsh Language



- Value Welsh culture.
- Provide documents in the Welsh language where appropriate and if requested.

Less than 17% of the population of Blaenau Gwent speak Welsh so we do not have a Welsh language policy in place. However, we will never discriminate against anyone wishing to speak Welsh or requesting documents in Welsh and would be happy to provide both with prior notice.

This year, we have started using more Welsh in our newsletters and this is something we hope to build on going forward.

A Globally Responsible Abertillery and Llanhilleth



- Being committed to recycling.
- Litter Picking.
- Being environmentally friendly.
- PlaCE Committee reviews planning applications and will raise sustainability issues with BGCBC.

We are very lucky to have 10 individuals/groups that look after flower tubs in our area. These are part of our Town in Bloom project and each tub has an allowance of £75 per year for the purchase of soil, flowers and plant food. This plays a big part in keeping the area pretty and inviting but also encouraging local wildlife to thrive.

Along with Ffrindiau Tyleri and the local 3-6 school children, litter picking has become a regular event through town. We have a commitment to keep our town and surrounding areas free of litter.

Two of our Councillors are members of the Abertillery and District twinning association.

We have a commitment as a Council to reduce paper usage and use laptops in meetings wherever possible.

Council adopted a single use plastic policy in May 2022.

Council adopted the Community Asset Transfer Policy which promotes sustainable development.

Further Reading

[Annual Report](#)

[Biodiversity Report](#)

Training Plan

Blaenau Gwent inthistgether

Community Transport Scheme

Model publication scheme

Freedom of Information Act

This model publication scheme has been prepared and approved by the Information Commissioner. It may be adopted without modification by any public authority without further approval and will be valid until further notice.

This publication scheme commits an authority to make information available to the public as part of its normal business activities. The information covered is included in the classes of information mentioned below, where this information is held by the authority. Additional assistance is provided to the definition of these classes in sector specific guidance manuals issued by the Information Commissioner.

The scheme commits an authority:

- **To proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the authority and falls within the classifications below.**
- **To specify the information which is held by the authority and falls within the classifications below.**
- **To proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme.**
- **To produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public.**
- **To review and update on a regular basis the information the authority makes available under this scheme.**
- **To produce a schedule of any fees charged for access to information which is made proactively available.**
- **To make this publication scheme available to the public.**
- **To publish any dataset held by the authority that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable, in an electronic form that is capable of re-use; and, if any information in the dataset is a relevant copyright work and the public**

authority is the only owner, to make the information available for re-use under the terms of the Re-use of Public Sector Information Regulations 2015, if they apply, and otherwise under the terms of the Freedom of Information Act section 19.

The term 'dataset' is defined in section 11(5) of the Freedom of Information Act. The term 'relevant copyright work' is defined in section 19(8) of that Act.

Classes of information

Who we are and what we do.

Organisational information, locations and contacts, constitutional and legal governance.

What we spend and how we spend it.

Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts.

What our priorities are and how we are doing.

Strategy and performance information, plans, assessments, inspections and reviews.

How we make decisions.

Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations.

Our policies and procedures.

Current written protocols for delivering our functions and responsibilities.

Lists and registers.

Information held in registers required by law and other lists and registers relating to the functions of the authority.

The services we offer.

Advice and guidance, booklets and leaflets, transactions and media releases. A description of the services offered.

The classes of information will not generally include:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure.
- Information in draft form.
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure.
- Information in draft form.
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

The method by which information published under this scheme will be made available

The authority will indicate clearly to the public what information is covered by this scheme and how it can be obtained.

Where it is within the capability of a public authority, information will be provided on a website. Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, a public authority will indicate how information can be obtained by other means and provide it by those means.

In exceptional circumstances some information may be available only by viewing in person. Where this manner is specified, contact details will be provided. An appointment to view the information will be arranged within a reasonable timescale.

Information will be provided in the language in which it is held or in such other language that is legally required. Where an authority is legally required to translate any information, it will do so.

Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

Charges which may be made for information published under this scheme

The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the authority for routinely published material will be justified and transparent and kept to a minimum.

Material which is published and accessed on a website will be provided free of charge.

Charges may be made for information subject to a charging regime specified by Parliament.

Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information

Charges may also be made for information provided under this scheme where they are legally authorised, they are in all the circumstances, including the general principles of the right of access to information held by public authorities, justified and are in accordance with a published schedule or schedules of fees which is readily available to the public.

Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with the terms of the Re-use of Public Sector Information Regulations 2015, where they apply, or with regulations made under section 11B of the Freedom of Information Act or with other statutory powers of the public authority.

If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.

Written requests

Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act.

Guide to Information available from Abertillery and Llanhilleth Community Council under the model publication scheme

This template guide covers only information we currently hold. If we do not hold some of the information listed below, we will mark it as 'N/A' in the table.

Information to be published	How the information can be obtained	Cost
Class 1 - Who we are and what we do Information about us, structures, locations and contacts Current Information only	(hard copy and web site)	Website: FOC Hard Copy – (see schedule of charges)
Who's who on the Council and its Committees: list of Council's members, party affiliation (if any), office held and, if relevant, the ward each member represents	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
A telephone number and generic email address as well as postal address. Where possible, provide the contact details for Clerk and Council members (including co-opted members), with telephone number, and email address	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Location of main Council office and accessibility details	Website	FOC
Staffing structure	Website	FOC

Gender Pay Gap Reporting in line with the Government's guidance on the <u>gender pay gap reporting</u> (if applicable)		
Class 2 – What we spend and how we spend it Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit Provide this information for the current and previous financial year.	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Annual audited accounts	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Finalised budget	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Precept	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Borrowing Approval letter	N/A	

Financial Standing Orders and Regulations	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Grants given and received	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
List of current contracts awarded and value of contract	Hard Copy	Hard Copy – (see schedule of charges)
Members' allowances and expenses	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Statement of payments made to all elected members	Hard copy	Hard Copy – (see schedule of charges)
Class 3 – What our priorities are and how we are doing Strategies and plans, performance indicators, audits, inspections and reviews As a minimum, provide this Information for the current and previous year	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Community Plan	N/A	

Annual Report	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Local charters drawn up in accordance with WG and Welsh Local Government Association (WLGA) guidelines	Hard Copy if applicable	Hard Copy – (see schedule of charges)
Data Protection impact assessments (In full or summary format) or any other impact assessment (eg Health & Safety Impact Assessment, Equality Impact Assessments etc), as appropriate and relevant	Hard Copy if applicable	Hard Copy – (see schedule of charges)
Class 4 – How we make decisions Decision making processes and records of decisions As a minimum, provide this information for the current and previous council year	(hard copy)	Hard Copy – (see schedule of charges)
Timetable, agenda and minutes of meetings, including Council and any committee/sub-committee meetings and community meetings, unless an exemption applies to the information or parts of it. In so far as reasonably practicable, we also publish documents referred to at those meetings	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Reports presented to Council meetings, unless an exemption applies to the information or parts of it	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of

		charges)
Responses to consultation papers	Hard Copy if applicable	Hard Copy – (see schedule of charges)
Responses to planning applications	Hard Copy if applicable	Hard Copy – (see schedule of charges)
Bye-laws	Hard Copy if applicable	Hard Copy – (see schedule of charges)
Class 5 – Our policies and procedures Current written protocols, policies and procedures for delivering our services and responsibilities Current information only	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Policies and procedures for the conduct of Council business, eg: <ul style="list-style-type: none"> • Procedural standing orders • Committee and sub-committee terms of reference • Financial Regulations • Code of Conduct • Policy statements 	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)

Policies and procedures for the provision of services and about the employment of staff: <ul style="list-style-type: none"> • Internal policies relating to the delivery of services • Equality and diversity policies • Health and safety policy • Recruitment policies and current vacancies, including opportunities for becoming a co-opted member • Policies and procedures for handling requests for information • Customer Service and Complaints procedures, including those covering requests for information and operating the publication scheme 	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Information security policy	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Records management policies, including records retention, destruction and archive	(hard copy)	Hard Copy – (see schedule of charges)
Data protection policy (including data sharing and CCTV usage) and privacy notice	(hard copy or website)	Website: FOC Hard Copy – (see schedule of charges)
Welsh Language standards, ie details of how we comply with the requirements	(hard copy or website)	Website: FOC

of the Welsh Language Act 1993 and/or the Welsh Language Measure (Wales) 2011		Hard Copy – (see schedule of charges)
Class 6 – Lists and Registers Currently maintained lists and registers only	(hard copy or website; some information may only be available by inspection)	Website: FOC Hard Copy – (see schedule of charges)
Any publicly available register or list, in most circumstances existing access provisions will suffice	Inspection	
Assets register	(hard copy or website; some information may only be available by inspection)	Website: FOC Hard Copy – (see schedule of charges)
Disclosure log detailing responses to previous FOI and EIR requests	N/A	
Register of members' interests	(hard copy <i>and</i> website)	Website: FOC Hard Copy – (see schedule of charges)
Register of gifts and hospitality	N/A	
Class 7 – The services we offer	(hard copy or website; some information may	

Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses	only be available by inspection)	
Current Information only		
Allotments	(hard copy)	
Burial grounds and closed churchyards	N/A	
Community centres and village halls	N/A	
Parks, playing fields and recreational facilities	N/A	
Seating, litter bins, clocks, memorials and lighting	N/A	
Bus shelters	N/A	
Markets	N/A	
Public conveniences	N/A	
Agency agreements	N/A	
Services for which we are entitled to recover a fee, together with those fees (eg burial fees)	N/A	
Additional Information		
Any additional information published proactively that is not itemised in the lists above		
Bridges Car Scheme	(hard copy)	Hard Copy – (see schedule of charges)

Schedule of charges

This describes how the charges have been arrived at and should be published as part of the guide.

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ 1p per sheet (black & white)	Actual cost to the Council to be recharged to the recipient – If above £10
	Photocopying @ 5p per sheet (colour)	Actual cost to the Council to be recharged to the recipient – If above £10
	Postage	Actual cost of Royal Mail standard 2 nd class to be recharged to the recipient – if above £10
Statutory Fee	If applicable	In accordance with the relevant legislation
	Freedom of Information requests	In line with the FOI Act and guidance in force at the time of the request.
Other		

* the actual cost incurred

Current version of the Model Code of Conduct

Schedule to the Local Authorities (Model Code of Conduct) (Wales) Order
2008, as amended (current as at 4 November 2022)

THE MODEL CODE OF CONDUCT

PART 1 INTERPRETATION

1.—

(1) In this code—

“co-opted member” (*“aelod cyfetholedig”*), in relation to a relevant authority, means a person who is not a member of the authority but who—

- (a) is a member of any committee or sub-committee of the authority, or
- (b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority,

and who is entitled to vote on any question which falls to be decided at any meeting of that committee or sub-committee;

“meeting” (*“cyfarfod”*) means any meeting—

- (a) of the relevant authority,
- (b) of any executive or board of the relevant authority,
- (c) of any committee, sub-committee, joint committee or joint sub-committee of the relevant authority or of any such committee, sub-committee, joint committee or joint sub-committee of any executive or board of the authority, or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990,

and includes circumstances in which a member of an executive or board or an officer acting alone exercises a function of an authority;

“member” (*“aelod”*) includes, unless the context requires otherwise, a co-opted member;

“register of members’ interests” (*“cofrestr o fuddiannau’r aelodau”*) means the register established and maintained under section 81 of the Local Government Act

2000;

“registered society” means a society, other than a society registered as a credit union, which is—

- (a) a registered society within the meaning given by section 1(1) of the Co-operative and Community Benefit Societies Act 2014; or
- (b) a society registered or deemed to be registered under the Industrial and Provident Societies Act (Northern Ireland) 1969;

“relevant authority” (***“awdurdod perthnasol”***) means—

- (a) a county council,
- (b) a county borough council,
- (c) a community council,
- (ca) a corporate joint committee established by regulations made under Part 5 of the Local Government and Elections (Wales) Act 2021,
- (d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies,
- (e) a National Park authority established under section 63 of the Environment Act 1995;

“you” (***“chi”***) means you as a member or co-opted member of a relevant authority;
and

“your authority” (***“eich awdurdod”***) means the relevant authority of which you are a member or co-opted member.

(2) In relation to a community council—

- (a) ***“proper officer”*** (***“swyddog priodol”***) means an officer of that council within the meaning of section 270(3) of the Local Government Act 1972; and
- (b) ***“standards committee”*** (***“pwyllgor safonau”***) means the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(1) and (2) of the Local Government Act 2000.

PART 2 GENERAL PROVISIONS

2.—

(1) Save where paragraph 3(a) applies, you must observe this code of conduct—

- (a) whenever you conduct the business, or are present at a meeting, of your authority;**
- (b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;**
- (c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or**
- (d) at all times and in any capacity, in respect of conduct identified in paragraphs 6(1)(a) and 7.**

(2) You should read this code together with the general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.

3.

Where you are elected, appointed or nominated by your authority to serve—

- (a) on another relevant authority, or any other body, which includes a Local Health Board you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or**
- (b) on any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.**

4.

You must—

- (a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;**
- (b) show respect and consideration for others;**
- (c) not use bullying behaviour or harass any person; and**
- (d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.**

5.

You must not—

- (a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;**
- (b) prevent any person from gaining access to information to which that person is entitled by law.**

6.—

(1) You must—

- (a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;**
- (b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);**
- (c) report to your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;**
- (d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.**

(2) You must comply with any request of your authority's monitoring officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.

7.

You must not—

- (a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage;**
- (b) use, or authorise others to use, the resources of your authority—**
 - (i) imprudently;**
 - (ii) in breach of your authority's requirements;**
 - (iii) unlawfully;**

- (iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
- (v) improperly for political purposes; or
- (vi) improperly for private purposes.

8.

You must—

(a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by—

(i) the authority's head of paid service for authorities other than county councils and county borough councils, and the authority's chief executive if the authority is a county council or county borough council;

(ii) the authority's chief finance officer;

(iii) the authority's monitoring officer;

(iv) the authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);

(b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

You must—

(a) observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;

(b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

PART 3 INTERESTS

Personal Interests

10.—

(1) You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.

(2) You must regard yourself as having a personal interest in any business of your authority if—

(a) it relates to, or is likely to affect—

(i) any employment or business carried on by you;

(ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;

(iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member;

(iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;

(v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;

(vi) any land in which you have a beneficial interest and which is in the area of your authority;

(vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;

(viii) any body to which you have been elected, appointed or nominated by your authority;

(ix) any—

(aa) public authority or body exercising functions of a public nature;

(bb) company, registered society, charity, or body directed to charitable purposes;

(cc) body whose principal purposes include the influence of public opinion

or policy;

(dd) trade union or professional association; or

(ee) private club, society or association operating within your authority's area,

in which you have membership or hold a position of general control or management;

(x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer;

(c) a decision upon it might reasonably be regarded as affecting—

(i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;

(ii) any employment or business carried on by persons as described in 10(2)(c)(i);

(iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;

(iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or

(v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)(i) hold a position of general control or management,

to a greater extent than the majority of—

(aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or

(bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

Disclosure of Personal Interests

11.—

(1) Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the

commencement of that consideration, or when the interest becomes apparent.

(2) Where you have a personal interest in any business of your authority and you make—

(a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or

(b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the representation and interest in writing within 14 days of the representation.

(3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an executive or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.

(4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer, or in relation to a community council, your authority's proper officer from time to time but, as a minimum containing—

(a) details of the personal interest;

(b) details of the business to which the personal interest relates; and

(c) your signature.

(5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.

(6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.

(7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

Prejudicial Interests

12.—

(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

(2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business—

(a) relates to—

- (i) another relevant authority of which you are also a member;
- (ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;
- (iii) a body to which you have been elected, appointed or nominated by your authority;
- (iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;
- (v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;

(b) relates to—

- (i) the housing functions of your authority where you hold a tenancy or lease with your authority,

provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;

- (ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;

- (iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;

(iv) the functions of your authority in respect of an allowance or payment made in accordance with the provisions of Part 8 of the Local Government (Wales) Measure 2011, or an allowance or pension provided under section 18 of the Local Government and Housing Act 1989;

(c) your role as a community councillor in relation to a grant, loan or other form of financial assistance made by your community council to community or voluntary organisations up to a maximum of £500.

(3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

Overview and Scrutiny Committees

13. –

You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—

(a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive, board or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and

(b) at the time the decision was made or action was taken, you were a member of the executive, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

Participation in Relation to Disclosed Interests

14.—

(1) Subject to sub-paragraphs (2), (2A), (3) and (4), where you have a prejudicial interest in any business of your authority you must, unless you have obtained a dispensation from your authority's standards committee—

(a) withdraw from the room, chamber or place where a meeting considering the business is being held—

(i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or

(ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;

(b) not exercise executive or board functions in relation to that business;

(c) not seek to influence a decision about that business;

(d) not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business; and

(e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.

(2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business,

provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

(2A) Where you have a prejudicial interest in any business of your authority you may submit written representations to a meeting relating to that business, provided that the public are allowed to attend the meeting for the purpose of making representations, answering questions or giving evidence relating to the business, whether under a statutory right or otherwise.

(2B) When submitting written representations under sub-paragraph (2A) you must comply with any procedure that your authority may adopt for the submission of such representations.

(3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if—

(a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or

(b) you have the benefit of a dispensation provided that you—

(i) state at the meeting that you are relying on the dispensation; and

(ii) before or immediately after the close of the meeting give written notification to your authority containing—

(aa) details of the prejudicial interest;

(bb) details of the business to which the prejudicial interest relates;

(cc) details of, and the date on which, the dispensation was granted; and

(dd) your signature.

(4) Where you have a prejudicial interest and are making written or oral representations to your authority in reliance upon a dispensation, you must provide

details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

**MEETING OF THE FINANCE COMMITTEE OF ABERTILLERY AND LLANHILLETH
COMMUNITY COUNCIL HELD ON 16 May 2025 at 6:00 pm at the Council Offices, Mitre
Street, Abertillery.**

PRESENT

Councillors: Steve Bard (Chair), Josh Rawcliffe, Bruno Goes Maciel (from 6:05), Frankie Baker Nick Simmons and Mike Whatley

Officers: Steve Edwards (Clerk), Molly Jones (Deputy Clerk), and Erika Davies (Deputy Clerk) via video link.

Absent: Glyn Smith

8. Apologies for absence

None

9. Declarations of Interest or dispensations

None

10. Minutes 14 April 2025

The Committee **RESOLVED** that the minutes were a true and correct record.

Bruno Goes Maciel joined the meeting.

11. Annual Return 2024/2025

The Committee reviewed the RFO report and the annual return. The only minor issue that the RFO said needed monitoring was the amount of General Reserves. Even though audit guidance was to hold reserves between 25% to 75% of budget, he would be happy if General reserves were at 20% because our income streams are guaranteed.

The Committee **RESOLVED** to recommend to Council to accept the RFO report and to sign off the Annual return.

12. Internal Audit Update

The Clerk presented the Internal Auditor letter. The Chair stated he was very pleased with the Internal Auditor outcomes and only having 5 negative responses out of 179 possible areas was a good result for the Council and for the hard work that is being done by the Finance Committee. The Committee will review all the Internal Audit observations and report back.

13. Motion from Nick Simmons

"To recommend to Full Council that the Resolution from the Finance Committee meeting of 7 Feb 2025 to be amended to allow any organisation to receive an annual block grant, instead of Council paying their invoices direct, if they agree to produce a detailed summary of expenditure to be reviewed by the Finance Committee and allow Officers to examine any and all invoices as required by Council to confirm expenditure."

The Chair explained that the original motion was that Council could have greater transparency about what grant funding was being spent on. The issue of VAT reclaim was raised but the Clerk said that Council would not be claiming any VAT back on the invoices it paid for services provided to another organisation.

The Motion was defeated.

14. Date of next meeting

This will be set after the Annual meeting of Council on 21st May when the membership of the Committee is known

Minutes produced by Steve Edwards, Clerk.

The meeting ended at 6:35 pm.

Signed as correct record by the Chair.....

Date.....

To: The Clerk
 Abertillery & Llanhilleth Community Council
 Council Offices
 Mitre Street
 Abertillery
 NP13 1AE



Tel: 01495 217323
 email: clerk@abertilleryandllanhilleth-wcc.gov.uk

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

Full name	
Home address incl. postcode	
Home telephone number	
Mobile number	
Email	

It is a condition of being a Community Councillor for Abertillery and Llanhilleth that your phone number and email address (an 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 aged 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 a ward within the Abertillery & Llanhilleth Community Council area?	Yes / No
Have you lived either in the Abertillery & Llanhilleth Community Council area, 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 Abertillery & Llanhilleth Community Council area for at least a year?	Yes / No
Have you had your only or main place of work in the Abertillery & Llanhilleth Community Council area 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
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

With reference to the Person Specification, please tell us something about the skills that you feel you will bring to the Council plus details of, for example, professional qualifications and financial or project management expertise.

As a committed community advocate with roots in Blaenau Gwent and over a decade of experience working at local and national levels, I believe I offer a rare blend of strategic vision, grassroots understanding, and creative leadership.

Currently, I serve as Community Development Officer for Menter Iaith Blaenau Gwent, where I support people across the county to access and enjoy the Welsh language in informal, inclusive ways. I design and deliver community projects that foster pride in place and bring people together—from storytelling trails and “talking” phone boxes to public events rooted in local history and culture. Prior to this, I held the same role in Newport with Menter Iaith Casnewydd, promoting Cymraeg across diverse communities and building partnerships aligned with Cymraeg 2050.

I also serve as a governor at Ysgol Gynradd Bro Teyrnnon, where I contribute to the strategic leadership of the school with a focus on standards, policy, and the integration of diwylliant Cymreig (Welsh culture) into school life.

Before my transition into the public and third sectors, I spent several years as a national voice in Welsh arts and culture. As founder and Operations Manager of **Minty’s Gig Guide CIC**, I helped build a 20,000-strong community dedicated to championing live music across Wales. I coordinated major campaigns, supported venue sustainability, and increased cultural participation—especially among younger audiences. My work was recognised by roles with **Independent Venue Week**, **BBC Horizons/Gorwelion**, and **BBC Radio Wales**, where I contributed to campaigns and programmes reaching millions across the country.

Whether in broadcasting, education, events or community development, I’ve always believed in the power of people—and I bring that same energy, empathy, and dedication to every role I take on.

I am an excellent communicator in both Welsh and English, with experience in public engagement, stakeholder relationships, and collaborative working. I’m a good listener, a confident speaker, and I thrive when working in a team to move projects forward. I am committed to lifelong learning and would welcome all training and support available to councillors.

I am also flexible with my availability and more than happy to attend meetings and events in the daytime, evenings or weekends as needed. If given the opportunity to join the Council, I would bring with me a unique combination of local insight, cultural leadership, and a proven ability to make things happen.

Please tell us something about the life experience that you will bring to the Council. Examples may include previous local government experience, work in the voluntary or charitable sector, business or trade union experience etc

I bring a lifetime of lived experience rooted in Blaenau Gwent, combined with a broad career across the cultural, voluntary, and public sectors. Having grown up in the area, I understand both the challenges and strengths of our communities—from the long-standing barriers faced by local people to the resilience and pride that defines the valleys. This perspective grounds everything I do.

Professionally, I have worked across Wales in roles that centre around community voice and cultural access. I currently work as a Community Development Officer for Menter Iaith Blaenau Gwent, where I support people across the county to use and enjoy Cymraeg in everyday life, particularly in areas where access to Welsh has historically been limited. I also have experience working with Menter Iaith Casnewydd and serve as a school governor at Ysgol Gynradd Bro Teyrnnon, where I contribute to educational standards, policy, and cultural provision.

Before this, I founded and ran Minty's Gig Guide CIC—Wales' leading grassroots music platform—helping to amplify local venues and artists and support a national community of over 20,000 people. Through this, I gained hands-on experience in organisational leadership, volunteer coordination, and campaign management, working alongside charities, independent businesses, and creative freelancers. My work included campaigns with Independent Venue Week, BBC Cymru Wales, and BBC Radio Wales, all focused on supporting cultural infrastructure and social connection.

This wide-ranging experience has given me a practical understanding of how to build partnerships, support communities, manage projects, and bring people together around shared goals. I've worked with schools, charities, volunteers, local authorities, Welsh Government-funded initiatives, and national broadcasters. I also understand the importance of representation, clear communication, and public accountability.

At the heart of it all is a desire to make a difference locally—to help people feel proud of where they live, listened to, and supported. I believe these values align closely with what the Council stands for, and I would bring energy, integrity, and a strong grounding in local life to the role.

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

I'm passionate about Blaenau Gwent because it's where I'm from. I care deeply about the people, culture, and future of this area—and I believe that local voices should be at the heart of local decision-making. Becoming a community councillor would allow me to use my experience and energy to make a meaningful difference and to represent residents with fairness, creativity, and commitment.

Throughout my career, I've worked in roles that focus on empowering people, building stronger communities, and celebrating local identity. Whether through my work with Menter Iaith Blaenau Gwent, as a school governor, or through grassroots cultural projects, I've seen how much can be achieved when local people are supported and listened to. I want to help create spaces where that kind of participation and collaboration is encouraged and valued.

I'm particularly interested in improving access to culture, language, and opportunities—especially for communities who may feel overlooked or disconnected. I believe local councils have a vital role to play in connecting people, protecting services, and creating pride in place. I'd be proud to contribute to that work as part of a team.

This role feels like a natural step in my journey of serving and standing up for my community—not just in words, but in action.

Your signature:

Date: 16/07/2025

Email your completed application form to clerk@abertilleryandllanhilleth-wcc.gov.uk

Alternatively, you can post (or hand-deliver) the completed form to The Clerk, Abertillery & Llanhilleth Community Council, Council Offices, Mitre Street, Abertillery, NP13 1AE

To: The Clerk
 Abertillery & Llanhilleth Community Council
 Council Offices
 Mitre Street
 Abertillery
 NP13 1AE



Tel: 01495 217323
 email: clerk@abertilleryandllanhilleth-wcc.gov.uk

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

Full name	[REDACTED]
Home address incl. postcode	[REDACTED]
Home telephone number	N/A
Mobile number	[REDACTED]
Email	[REDACTED]

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

LEGAL QUALIFICATIONS FOR BEING A COMMUNITY COUNCILLOR QUALIFICATIONS

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With reference to the Person Specification, please tell us something about the skills that you feel you will bring to the Council plus details of, for example, professional qualifications and financial or project management expertise.

AS A LOCAL BUSINESS OWNER, I HAVE SKILLS, IN PLANNING, MARKETING AND FINANCIAL MATTERS.

I HAVE BEEN INVOLVED IN COMMUNITY GROUPS, INCLUDING ABERTINERY EXCELSIORS FOOTBALL CLUB, FRINDLAU TYLER AND ABERTINERY BUSINESS FORUM FOR OVER THIRTY YEARS. THIS HAS GIVEN ME THE SKILL SET AND KNOWLEDGE OF THE EXPECTATIONS OF A VIBRANT COMMUNITY. TO THAT END I HAVE A VERY GOOD UNDERSTANDING OF LOCAL AFFAIRS AND THE LOCAL COMMUNITY.

Please tell us something about the life experience that you will bring to the Council. Examples may include previous local government experience, work in the voluntary or charitable sector, business or trade union experience etc

I HAVE WORKED IN COMMUNITY GROUPS FOR OVER THIRTY YEARS, WHICH HAS GIVEN ME A GOOD UNDERSTANDING OF A CONSTITUTIONAL STANDING ON OPERATIONAL AND FINANCIAL MATTERS. DURING THIS TIME I HAVE HAD NUMEROUS MEETINGS WITH VARIOUS DEPARTMENTAL OFFICERS OF BLAENAU GWENT COUNCIL, WHICH HAS GIVEN ME AN INSIGHT AND KNOWLEDGE ON THEIR OPERATIONAL FUNCTIONS.

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

AS A CWMTILLERY RESIDENT, I AM PRIVILEGED TO LIVE IN SUCH A BEAUTIFUL AREA, I WOULD LIKE TO WORK WITH LOCAL ORGANISATIONS AND STAKEHOLDERS IN HELPING CWMTILLERY LAKES AND SURROUNDS BECOME A TOURIST DESTINATION AREA, THUS BENEFIT THE LOCAL ECONOMY.

SECONDLY, I RUN A BUSINESS IN THE TOWN CENTRE, SUBSEQUENTLY, I AM PASSIONATE ABOUT THE FUTURE DEVELOPMENT OF THE TOWN IN ALIGNMENT WITH THE ABERTILLERY PLACE MAKING PLAN.

FINALLY, I ACKNOWLEDGE WE HOST SOME WONDERFUL EVENTS AROUND THE TOWN, I WOULD ALSO LIKE TO ASSIST IN THESE EVENTS AND FUTURE PROJECTS THAT MAY DEVELOP

Your signature 

Date: 15/07/2025

Email your completed application form to clerk@abertilleryandllanhillleth-wcc.gov.uk

Alternatively, you can post (or hand-deliver) the completed form to The Clerk, Abertillery & Llanhillleth Community Council, Council Offices, Mitre Street, Abertillery, NP13 1AE