



Summary (Decisions) of the Finance Meeting of Blaenavon Town Council held on **Wednesday the 12th of March 2025 at 6:30 pm** on a hybrid basis in the Council Chamber at **101, High Street, Blaenavon** and remotely in accordance with the Local Government and Elections (Wales) Act 2021

The full minutes of the meeting are subject to confirmation at the Council Finance Meeting to be held on Wednesday the **9th April 2025**.

In attendance:

Councillors in attendance: M. Wheeler, (In the Chair), N. Matthews, A. Lewis, J Hunt, J Davies, L Evans, A Beavan and T. Porter.

Officers: Kevin Warren (Chief Officer), Sophie Johnson (Community Wellbeing Development Officer)

Visitors: Amii Morris (Torfaen Voluntary Alliance) Clare Taylor (Torfaen Voluntary Alliance)

Members of public: None present.

The finance meeting was opened at 6:30pm by the Deputy Mayor Councillor Wheeler who welcomed everyone and expressed thanks for attendance.

1. To receive any questions from the public.

None received.

2. To receive and accept apologies.

The Chief Officer informed the chairperson that the following apologies had been received.

- Cllr Cowles
- Cllr Parfitt

It was proposed by Cllr Beavan and seconded by Cllr Hunt that the apologies be accepted.

All members in agreement.

Resolved - Apologies accepted.

3. Declarations of Interest.

None declared.

7. Council Meetings: To confirm the minutes of the Council Finance Meeting held on the 12th of February 2024.

Minutes were read for accuracy with no amendments.

It was proposed by Cllr Wheeler and seconded by Cllr Beavan that the minutes be accepted.

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

8. Responsible Finance Officer's Update: To receive and consider the February 2025 financial update.

Mr Warren (RFO) forwarded to members the February 2025 financial reports electronically in advance of the meeting which detailed the following areas:

- Income and Expenditure
- Credit Card Payments
- Cheque Payments
- Bacs Payments
- Cash Book Transactions
- Bank Reconciliation
- Project Expenditure
- Budget
- VAT
- Bank Statements
- Petty Cash

Mr Warren presented to members each of the above areas of finance for February 2025 and highlighted any relevant information.

Members were invited to ask any questions in relation to the information presented.

Members were happy with the presentation.

It was proposed by Cllr Wheeler and seconded by Cllr Lewis that the financial report for February 2025 be accepted.

All Members in agreement.

Resolved: Financial update for February 2025 accepted by members.

9. To discuss and make any relevant determinations relating to a joint pilot Community Transport Development initiative for Blaenavon.

A detailed discussion took place amongst members.

It was proposed by Cllr Lewis and seconded by Cllr Hunt that Blaenavon Town Council to work in partnership with Torfaen Voluntary Alliance to deliver the pilot Community Transport Development initiative.

All members in agreement.

Resolved: Blaenavon Town Council to sign the agreement documentation and work in partnership with Torfaen Voluntary Alliance to deliver the pilot Community Transport initiative in Blaenavon.

11. To discuss and make any relevant determinations relating to twinning opportunities 2025.

The Chief Officer provided members with details on twinning opportunities with the town of Hrastnik, Slovenia. The town's Mayor and Slovenian Ambassador to the UK are keen to further explore the twinning opportunity and have requested a visit to Blaenavon and meet with the Mayor and Blaenavon Town Council.

A detailed discussion took place amongst members.

It was proposed by Cllr Wheeler and seconded by Cllr Hunt to accept the visit to Blaenavon from Hrastnik Town Council and the Slovenian Ambassador to the UK.

All Members in agreement.

Resolved: Blaenavon Town Council accept a visit to Blaenavon from Hrastnik Town Council and the Slovenian Ambassador to the UK to further explore twinning opportunities.

12. To discuss and make a determination regarding election costs for the forthcoming vacancy within the west ward.

The Chief Officer provided members with an update on the forthcoming vacancy within the west ward. It was explained that twenty signatures had been received by Torfaen County Borough Council and nomination packs would be sent to potential candidates, the costs for a potential election were as follows:

- £700 to operate three polling stations
- £2800 staffing costs
- £3000 postal votes cost
- £1375 polling card cost
- £1000 ballot paper cost
- £8873 total cost

A detailed discussion took place amongst members.

It was proposed by Cllr Beavan and seconded by Cllr Hunt that polling cards are issued for potential upcoming election.

All members in agreement.

Resolved: Polling cards to be issued for potential upcoming election.

13. To receive, discuss and make any relevant determinations relating to an upgrade to the Town Council's telephony system.

Prior to the meeting details had been sent to members regarding the upgrade of the Town Council's telephony system, by Ascari, to a digital system.

A discussion took place amongst members.

It was proposed by Cllr Beavan and seconded by Cllr Lewis to upgrade the current system to a digital system with Ascarii.

All Members in agreement.

Resolved: To upgrade the current telephony system to a digital VOIP system with Ascari.

14. To discuss and make any relevant determinations relating to Stori Craft Group.

Sophie Johnson updated members on the weekly craft group, which the Town Council had been supporting. Stori is no longer facilitating the group, but the participants want to keep it running.

Sophie spoke with the Resource Centre manager, who is happy for them to continue using the facilities. It was requested if the Town Council could donate craft supplies to help them carry on.

A discussion took place amongst members.

It was proposed by Cllr Beavan and seconded by Cllr Hunt to purchase £100 worth of craft equipment and donate to the group.

All members in agreement.

Resolved: Blaenavon Town Council to purchase £100 worth of craft equipment and donate to the craft group to enable it to continue.

15. To discuss and make a determination regarding potential Town Council projects for the allocation into the Project Action Plan 2025/26. Relevant updates or new projects as notified.

None received.

Meeting ended at 19.35hrs.