



Summary (Decisions) of the Finance Meeting of Blaenavon Town Council held on **Wednesday the 14<sup>th</sup> of May 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 **11<sup>th</sup> of June 2025**.

**In attendance:**

**Councillors in attendance:** A. Lewis, (In the Chair), N. Matthews, J. Hunt, J. Davies, L. Cowles, A. Beavan, I. Parfitt, M. Wheeler.

**Officers:** Kevin Warren (Chief Officer), Kerry Jones (Assistant Chief Officer), Sophie Johnson (CWD Officer).

**Visitors:** Ashleigh Taylor (Chairperson of the World Heritage Group).

**Members of public:** None present

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

Cllr Lewis expressed her gratitude to members for the trust and confidence they had shown in appointing her as Deputy Mayor.

**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 Porter.
- Cllr Evans.
- Cllr Griffin, no formal apology received, attending conference.

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

All members in agreement.

**Resolved:** Apologies accepted.

### **3. Declarations of Interest.**

None declared.

### **5. Council Meetings: To confirm the minutes of the Council Finance Meeting held on the 9<sup>th</sup> of April 2025.**

Minutes were read for accuracy with no amendments.

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

All members in agreement.

**Resolved:** Minutes approved as a true and accurate record.

### **6. Responsible Finance Officer's Update: To receive and consider the April 2025 financial update.**

Mr Warren (RFO) forwarded to members the April 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 (Bank Statement 180)
- Project Expenditure
- Budget
- VAT
- Petty Cash

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

Members noted that the VE Day photography had been recorded twice in the finance system. The RFO clarified that this was due to an error and explained that one of the entries was related to photography for the Ambassador's visit.

Members were happy with the presentation.

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

All members in agreement.

**Resolved:** Financial update for April 2025 accepted by members.

**8. To receive an update and make any relevant determinations regarding the Town Council's Civic Visit that took place on the 9<sup>th</sup> of May 2025.**

The day was a great success, reflecting meticulous planning and smooth delivery. It showcased strong partnership working across the World Heritage Site, including the contribution of volunteers, and left a highly positive impression of Blaenavon.

Visits to the key sites, namely the Heritage Centre, Ironworks, Big Pit, and the Heritage Railway were well received. The Ambassador expressed her appreciation for the experience, with incredibly positive feedback shared on the day.

It is hoped that this event will mark the beginning of a closer relationship between Blaenavon, Slovenia, and the town of Hrastnik.

The event was delivered under budget, further demonstrating the value and cost-effectiveness of partnership working.

Members commended the exceptional delivery of the day and noted how warmly the Ambassador, and her guests were received. Special praise was given to all volunteers and partner organisations for their efforts in making the day such a memorable success.

It was proposed by Cllr Beavan and seconded by Cllr Parfitt that formal letters of appreciation be sent to all partners who supported the Ambassador's visit to Blaenavon.

All members in agreement.

**Resolved:** Formal letters of appreciation will be sent to all partner organisations involved in supporting the Ambassador's visit to Blaenavon.

**11. To discuss and make any relevant determinations regarding the payment of Cllr Allowances for the 2025/26 fiscal year aligned to the recommendations made within the Independent Remuneration Panel for Wales's Annual Report 2025.**

A brief discussion took place amongst members with regards to the payment for Councillors allowances.

It was proposed by Cllr Beavan and seconded by Cllr Wheeler to transact Cllr allowances on 2<sup>nd</sup> June 2025.

All members in agreement.

**Resolved:** Authorisation of Cllr allowances and date namely the 2<sup>nd</sup> of June 2025 accepted by members.

A further discussion took place amongst members for consideration of a special responsibility payment to the Chairperson of the Personnel and Establishment Committee.

Cllr Beavan proposed not to authorise the chair of the Personnel and Establishment Committee a responsibility payment. This was seconded by Cllr Parfitt.



Cllr Cowles abstained from voting. All other members in agreement.

**Resolved:** Special Responsibility Payment to the Chairperson of the Personnel and Establishment Committee not supported.

**13. To discuss and make any relevant determinations relating to the Town Council's litter picking arrangements for May 2025.**

The Assistant Chief Officer provided members with previous locations of litter picking sessions.

It was proposed by Cllr Beavan and seconded by Cllr Matthews that the May 2025 litter pick will take place at the Riverside and Curwood areas at the original meeting time of 10am.

All members in agreement.

**Resolved:** May 2025 litter pick location agreed as Riverside and Curwood areas.

**14. To discuss and make a determination relating to a partnership project relating to VJ Day 2025.**

Cllr Lewis informed members referencing an email received from Rob Butler, Managing Director of Historical Promotion and Events, regarding the possibility of a collaborative VJ Day event with the Heritage Centre in August 2025.

The Chief Officer added that initial discussions have taken place with Tyrone Trace from the Heritage Centre, with the proposed event scheduled for **15th August 2025**. The proposal includes partnering with Historical Promotion and Events, who would provide wartime demonstrations and period walkabout characters.

The projected cost is **£1,000**, to be shared between the Heritage Centre and the Town Council. This would result in an estimated contribution of **£500** from the Town Council.

Members were asked to consider this potential cost, along with the likelihood of additional expenses if further artists or attractions are invited to take part.

It was suggested that some of the expense could be offset using profits from recent events namely **£300 from the fashion show** and **£100 from the VE Day 80 event at Arthur Jenkins Care Home**.

During the discussion, members raised concerns about holding the event on a Friday which could limit attendance from working members of the community. It was suggested that **Saturday the 16th of August** may be a more suitable alternative.

Cllr Lewis agreed to explore this option further with Tyrone Trace.

Additional ideas included holding a commemorative service at the cenotaph, similar to the VE Day and involving local schools and the Community Museum to broaden engagement and participation.

Cllr Parfitt proposed the organisation of a VJ Day event in partnership with the Heritage Centre, potentially to be held on Saturday the 16th of August 2025, with a commemorative service at the Cenotaph on Friday the of 15th August 2025.

This was seconded by Cllr Cowles.

All members in agreement.

**Resolved:** VJ Day event to be organised and service at the Cenotaph.

A further discussion took place amongst members to set up a working group. It was proposed by Cllr Hunt and seconded by Cllr Beavan to select a working group.

All members in agreement.

**Resolved:** Working group to be established.

Discussions took place for members to form a working group. Cllrs Lewis, Beavan, and Hunt agreed to be working group members.

This was proposed by Cllr Cowles and seconded by Cllr Parfitt.

All members in agreement.

**Resolved:** Working group established, namely Cllrs Lewis, Beavan and Hunt.

Finally, a discussion took place amongst members to set the budget for the VJ Day event. Cllr Cowles proposed a maximum budget of £2000 this was seconded by Cllr Hunt.

All members in agreement.

**Resolved:** Budget of £2000 maximum set for the VJ Day event.

**15. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2024/25. Relevant updates or new projects as notified.**

None received.

Meeting ended at 19.47 hrs