

TREDEGAR TOWN COUNCIL

Minutes of the Ordinary Meeting of Council held via Microsoft Teams / hybrid on Wednesday, 18th March, 2026 at 6.30 p.m.

Present: Councillors A.E. Tippings. (Chair)

**A. Jones
M. Turner
A.E. Evans
G. Jones-Griffiths
D. Rowberry
J. Thomas
P. Tolley
G. Walters**

**In attendance: Clerk – Ms. C. Aherne
RFO – Ms. A. Edwards**

332) Apologies. Councillors K. Phillips, G. Badham, L. Thomas Evans, E. Jones, S. Mavar, H. Trollope, S. Trollope and K. Waldron

333) Declarations of Interest

The Chair reminded Members to make their declarations as and when necessary.

334) To receive any verbal recommendations of all Sub-Committees / Working Party held prior to this meeting of Council

It was agreed the recommendations of the following Sub-Committees held prior to Council be approved accordingly.

- **Finance and Staffing Sub-Committee - Wednesday, 11th March, 2026**

To consider quotes received in respect of Tree Maintenance to trees subject to a Tree Preservation Order at Southend Allotments.

On due consideration, the tender, as outlined in the quotation provided by Company A, was unanimously approved, i.e. all works required at a cost of £3,700.00 plus VAT [this included the removal of all arisings].

Tredegar Recreation Ground / Handyperson

It was agreed that the Leader liaise with the Clerk and RFO in respect of initial considerations, such as hourly rate, number of hours and specification of the role, with a view to meeting with the individual proposed to ascertain compatibility, further to consideration and approval of Council, potentially as an employee.

▪ Policy Sub-Committee - Wednesday, 11th March, 2026

All policies presented were unanimously recommended for approval, subject to the following:

Standing Orders No amendments

Risk Management Policy No amendments

Internal Financial Controls 2026 / 2027

Page 2 Control of online service

- If the Member personally banks with our bank, their own personal bank card is what they will have to use to gain access to Council's online services.
- Items required for online access will remain securely stored at Bedwellty House with the exception of either the Bank Card or PIN number allotted to each person. Each person can individually choose to retain one of them but not both. This is to prevent access outside of Council's office hours and office. For Members who personally bank with our bank, they will retain their own personal bank card and PIN which is a risk to Council. **Mitigating The Risk relating to personal bank cards:** Any online access will have to take place in the office or via video call with witnesses seeing access and exit from the use of Council's online service plus the R.F.O. will need to vigilantly monitor/check last access time to ensure their match records held.

Page 3 Emergency Variation:

Where a Member is unable to physically attend the office - Online access may be done whilst making a video call with the office who must witness access and exit from the online services. Details need to be recorded in the "Online Access Register" stating it was done via video call and the reason why – This can only be done by a Member who personally banks with Council's bank and should be avoided where possible.

Page 5 Debit Card transactions

- The card should be used for cashpoint withdrawals for the ~~reimbursement of petty cash~~ purchase of smaller items that are in round figure costs i.e. £50.00.

Page 8 3. Petty Cash:-

During 2025/26, Petty Cash was phased out with purchases being made mainly by Debit Card.

- Debit Card purchases are to be follow the process as set out previously in this Policy.
- Members reimbursement: Items previously reimbursed using Petty Cash are now included on any Expenses/Reimbursement form the Member submits. A receipt, and where possible the purchased item, produced to the R.F.O. prior to any reimbursement being made.
- All transactions are recorded in the Schedule of Payments and Payments Ledger following approval for payment.

Page 9 6. Payment processing:-

- Monthly: R.F.O. selects all invoices, ~~petty cash~~ card payments, expenses forms, payroll and grants due for payment.

Page 11 [Removed] 7. Income:-

- ~~R.F.O. completes a banking voucher, recording the voucher number and date of banking on the list of amounts.~~

Financial Regulations 2026 / 2027

Page 4 5.6 Internet banking:

c) No employee or member, as per 5.2a, shall access Council's accounts online outside of office working hours, at home (must be at Bedwellty House) nor without witnesses

present and registering the access in the "Online Access Register" confirming the date/time reason for that access. **Emergency Variation: Where a Member is unable to physically attend the office** - Online access may be done whilst making a video call with the office who must witness access and exit from the online services. Details need to be recorded in the "Online Access Register" stating it was done via video call and the reason why – This can only be done by a Member who personally banks with Council's bank and should be avoided where possible.

d) Items required for online access will remain securely stored at Bedwellty House with the exception of either the Bank Card or PIN number allotted to those indicated in 5.2a who can chose to retain one of them but not both. This is to prevent access outside of Council's office hours and office. **For Members who personally bank with our bank, they will retain their own personal bank card and PIN which is a risk to Council. Mitigating The Risk relating to personal bank cards:** Any online access will have to take place in the office or via video call with witnesses seeing access and exit from the use of Council's online service plus the R.F.O. will need to vigilantly monitor/check last access time to ensure their match records held.

Page 5 i) Approval of online payments:

- **Emergency Variation: Where a Member is unable to physically attend the office** - Online access may be done whilst making a video call with the office who must witness access and exit from the online services. Details need to be recorded in the "Online Access Register" stating it was done via video call and the reason why – This can only be done by a Member who personally banks with Council's bank and should be avoided where possible.

Pages 7/8

5.7 Debit Card:

g) The debit card should be used for cash point withdrawals ~~to replenish petty cash~~ (maximum £100.00) with a receipt being obtained to confirm the withdrawal and filed. This withdrawal should form part of the monthly Schedule of Payments, gaining approval prior to withdrawal and recorded in the payment's ledger for the appropriate month.

6. PAYMENT OF ACCOUNTS

~~The RFO may provide petty cash to officers for the purpose of defraying operational and other expenses. Vouchers for payments made shall be forwarded to the RFO with a claim for reimbursement:~~

~~a) The RFO shall maintain as petty cash float of £100.00 for the purpose of defraying operational and other expenses. Vouchers for payments made from petty cash shall be kept to substantiate the payment.~~

~~b) Income received must not be paid into the petty cash float but must be separately banked, as provided elsewhere in these regulations.~~

~~c) Payments to maintain the petty cash float shall be shown separately on the schedule of payments presented to Council under 5.2 above and besides being recorded in the nominal ledger the information is to be recorded in the separate petty cash journal ledger.~~

Page 9

10. INCOME

10.5 all sums received on behalf of Council shall be banked intact as directed by the RFO. In all cases, all receipts shall be deposited with the Council's banker's, **via the Post Office Counters Service**, with such frequency as the RFO considers necessary.

10.6 The origin of each receipt shall be entered ~~on the paying in slip (the copy which remains in the paying in book)~~ into the Income Ledger and any corresponding documentation filed in the appropriate financial year.

Pension Policy 2026

There were no amendments to the previous year.

335) Tredegar Recreation Ground: any update for discussion

The Leader had spoken with the Property Assets & Review Officer, Lyn Sage, and had a conversation with Mr. T. Watkins, who had informed him of a few items on the site requiring attention, e.g. one waterpipe had needed isolating by the water mains to prevent flooding to the field. Blaenau Gwent CBC were continuing to undertake the jobs needed in order for both parties to be in a position to move forward with the Tenancy at Will agreement.

The Chair / Members thanked the Leader for his diligence in pursuing this on behalf of Council.

336) To consider a Schedule of Accounts for payment in March, 2026

The RFO spoke to the report and explained that the bank reconciliations, valid to date, were available for Members to view at the meeting or upon request, which was noted accordingly. Members were reminded that they could have access to any of the financial information held for Council during the office hours.

- Accounts for Payment in February 2026 – for information only.
- Council should note that under the agenda item ‘Correspondence’ there were two requests for grant funding; these had missed the deadline for submission prior to the Civic meeting and the application forms were therefore presented for consideration due to the end of the financial year. Council would need to bear in mind, with the payment of two additional cheques, the ‘Total for March’ expenditure would therefore increase accordingly.
- St. David’s Day Funding, Welsh Government – purchases had been made, using the grant funding allocated to Council, with invoices to be submitted to Blaenau Gwent CBC.
- TPO maintenance, Southend Allotments – payment would not be issued until receipt of invoice; however, the RFO informed Council that payment terms outlined a seven-day turnaround and therefore necessary to have the cheque available to meet those terms.
- Section 137 payments in Schedule of Payments – Resolution of Council: In pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section, expenditure up to £121,947.61 was approved in relation to the above £600.00.

There being no further queries regarding the Schedule of Accounts, presented items plus the additional amounts reported were approved for payment. The RFO asked that the designated signatories liaise in respect of the transfer of funds and authorisation of the online payments, as approved by Council, to be undertaken in the presence of the appropriate Member and Town Clerk, which was noted accordingly.

337) To receive and adopt the following Minutes of Council:

- a) **Informal Meeting of Council - 4th February, 2026**
- b) **Civic Meeting of Council - 4th February, 2026**
- c) **Events Sub-Committee - 18th February, 2026**
- d) **Ordinary Meeting of Council - 18th February, 2026**

It was agreed that all Minutes presented be moved en bloc as a true record.

338) Chair to sign Minutes - at earliest opportunity in accordance with WG Legislation and Guidance

Minutes approved were duly signed by the Chair in the presence of Council.

339) Annual Remuneration Report 2026-27

To receive report: determinations to take effect from 1st April, 2026

The Clerk spoke to the Annual Remuneration Report, highlighting any changes and salient points for consideration, to be agreed by town and community councils. This was the first report produced by the Commission on taking over responsibility from the Independent Remuneration Panel for Wales, with the only change in relation to optional financial loss compensation being increased by 6.4% to reflect the increase in average earnings.

Council noted the report and agreed:

- Determination 6/2026: Payments to community and town Council (CTC) members [Financial Loss Compensation]

340) Correspondence

Councillor D. Rowberry declared an interest in the following item and took no part in discussion or voting thereon

- 1) BGCBC
 - i) List of applications received, week ending 27th February, 2026
 - ii) List of applications received, week ending 6th March, 2026
 - Noted.

- 2) One Voice Wales
 - a) Re: Membership of One Voice Wales 2026-2027. Renewal £3,305.00.
 - Concerns were raised in respect of value for services received, on seeking support, the response was often negligible and a Member suggested councils did not receive the same level as prior to the pandemic. The Chair suggested that, as with insurance, services were available when needed, as used previously in respect of staffing matters. The Member suggested there was some disquiet on that report, as findings had never been acted upon.

It was noted that support included services such as Conferences / training, lobbying on behalf of town / community councils to Welsh Government, etc.

Members suggested there was a need to evidence to the community in general that Council being prudent with their finances.

It was therefore agreed that the decision be **Deferred**.

- b) Re: One Voice Wales Manifesto. 5th March, 2026, One Voice Wales launched its Manifesto for the Community and Town Council sector in Wales ahead of the election to the Senedd this May.

- Noted ; forward to all Members.

3) Financial requests:

Civic meeting is the usual cut off for grant requests; two applications have been received since then and neither have received a grant during this financial year. Therefore, it is Council's decision as to whether to approve a grant this evening or defer to the next financial year (i.e. April 2026)

- a) Tredegar Business Forum
- b) Castle Street Congregational Church

- Due to this being the final meeting of the financial year, **Approval** was agreed as part of the agendaed Schedule of Payments:

- a) Tredegar Business Forum
Sporting and Cultural - £200.00
Approved accordingly
- b) Castle Street Congregational Church
Churches & Chapels (s.137) - £300.00
Approved accordingly

4) Tredegar Horse & Pony Gold Medal Show

Saturday, 16th May, 10.00 a.m. start, Tredegar Recreational Ground. Sponsor's Free pass x 5

- Noted; Members to contact Clerk if wishing to attend.

5) Tredegar Twinning Association

Re: Storage room above the toilets. Asking for their own key to gain access as & when they need it.

- Noted. unfortunately Members felt unable to accede to the request, as the items stored in this area were not only the Association's but

inventory that were in the ownership / the responsibility of other organisations other than Tredegar Town Council.

The Association should feel free to liaise with the Clerk / office in respect of access.

6) K. Learwood

Re: Off Road biking. Shocked by the amount of damage that has been done by off road bikers to the area by the Aneurin Bevan Stones. Can you please help do something to stop these vehicles being able to access the area. It is dangerous to the public and wildlife.

- Noted. This matter was not within the remit of Town Council, and Members agreed Council should not taking on matters not responsible for; forward to Blaenau Gwent CBC

7) Marie Curie

Thanks for donation.

- Noted.

5) PUBLICATIONS

BGCBC Roadworks report week ending 20.03.2026; One Voice Wales Funding Newsletter March 2026 – ***distributed to Members***: Received.

Councillors. D. Rowberry and J. Thomas declared an interest in the following item and took no part in discussion or voting thereon.

341) Planning:

- a) i) List of planning applications received in week 08
- ii) List of planning applications received in week 09

b) To consider Planning Applications submitted for Council's observations

App. No.	Applicant	Proposal
P/2026/0025	Mr A Deniso 17 Market Street Tredegar	Demolition of existing kitchen annex and conservatory. Construction of a single storey rear extension together with associated external alteration, 17 Market Street.
<i>No objections</i>		

c) To consider other planning matters – Evans Banks Planning Ltd. Re: Formal Notification of Pre-Application Consultation, land off Cefn Glas, Tredegar. Construction of 37 affordable dwellinghouses and residential apartments, access road and associated infrastructure. Representation by 15.04.2026: *Received*.

342) Matters of Local Interest or Concern (by prior notice)

- Christmas Lights Working Party – Members to contact Clerk if wishing to participate in the process; Chair reminded to contact the individual she had previously suggested to Council for feedback.
- Public Conveniences – Members commended the cleanliness of the toilets in the town centre, considering this a welcome improvement.
- Council wished the Leader well following his injury and extended thanks for the remarkable effort in attending the meeting / continuing his role.

There being no other business, the meeting closed at 7.15 p.m.

_____ Chair