

ABERGAVENTNY TOWN COUNCIL

MINUTES OF ANNUAL GENERAL MEETING OF FULL COUNCIL HELD 12TH MAY 2022 AT 7PM ON MS TEAMS AND IN THE COMMUNITY ROOM, TOWN HALL, CROSS STREET, ABERGAVENTNY.

Present: Cllr T Thomas (Mayor 2021/22)
Cllr T Konieczny
Cllr G Jones
Cllr M Groucutt
Cllr S Burch
Cllr D Simcock
Cllr MA Brocklesby
Cllr L Wright
Cllr M Strong
Cllr B Callard
Cllr B Nicholson
Cllr M Barnes
Cllr P Bowyer
Cllr J George
Cllr M Powell
Cllr C Holland
Cllr K Eldridge
Cllr A Wilde

Absent without apologies

None.

In attendance:

S Rosser - Town Clerk
J Davies - Press

No public session

No public in attendance

Cllr Tudor Thomas welcomed everyone to the first meeting of the new Abergavenny Town Council, wishing everyone well in the coming years which will pass in the blink of an eye. Cllr Thomas has enjoyed his year as Mayor, and how supported he has been by everyone, expressing his thanks to all.

AGM 01/22	Receive and approve apologies for absence No apologies were received.
AGM 02/22	Receive Declarations of Interest No declarations of interest were received.
AGM 03/22	To Elect a Mayor for 2022-23 municipal year as directed in statute, Local Government Act 1972 ss15("2) and 34 (2).

	<p>Nominations: Cllr Tony Konieczny - proposed by Cllr G Jones. Nomination seconded by Cllr M Groucutt. Unanimously carried by all Councillors.</p> <p>Retiring Mayor Cllr T Thomas says <i>“Councillor Tony Konieczny by the majority vote of the Council you have been elected to the office of Town Mayor for the year 2022/23”</i>.</p>
AGM 04/22	<p>To receive the Newly Elected Mayor’s Declaration of Acceptance of Office.</p> <p>Town Clerk says <i>“Mr Mayor please read and sign the declaration of acceptance of office.”</i> Cllr T Konieczny, after signing the declaration, on behalf of ATC thanked Cllr T Thomas and his wife Jan for their service. Cllr T Thomas expressed his thanks to his wife Jan for her support before leaving the meeting.</p> <p>Newly Elected Mayor presides over the remainder of the meeting.</p>
AGM 05/22	<p>To elect a Deputy Town Mayor for 2022/23.</p> <p>Nominations: Cllr Anne Wilde - proposed by Cllr G Jones. Nomination seconded by Cllr B Nicholson. Unanimously carried by all Councillors.</p> <p>Cllr T Konieczny, the newly elected Mayor says <i>“Councillor Anne Wilde by the majority vote of the Council you have been elected to the office of Deputy Mayor for the year 2022/23”</i>.</p>
AGM 06/22	<p>To receive the Deputy Town Mayor’s Declaration of Acceptance of Office.</p> <p>Town Clerk says <i>“Madam Deputy Mayor please read and sign the declaration of acceptance of office”</i>. Declaration signed in front of Councillors by Cllr Wilde.</p>
AGM 07/22	<p>To agree Chairs & Vice Chairs of Committees for 2022-23.</p> <p>Cllr M Groucutt has been Chair of Policy and Resources Committee for 5 years and is standing down, along with Cllr T Konieczny as the Vice Chair of this committee. Nominations for Chair of Policy and Resources Committee: Cllr Philip Bowyer, proposed by Cllr G Jones, seconded by Cllr B Callard. Unanimously carried by all Councillors.</p> <p>Nominations for Vice Chair of Policy and Resources Committee: Cllr Maurice Barnes, proposed by Cllr G Jones, seconded by Cllr K Eldridge. Unanimously carried by all Councillors.</p> <p>Nominations for Chair of People and Communities Committee: Cllr Gethin Jones, proposed by Cllr M Groucutt, seconded by Cllr A Wilde. Unanimously carried by all Councillors.</p> <p>Nominations for Vice Chair of People and Communities Committee: Cllr Bryony Nicholson, proposed by Cllr B Callard, seconded by Cllr S Burch. Unanimously carried by all Councillors.</p> <p>Nominations for Chair of Environment Committee: Cllr Tony Konieczny, proposed by Cllr G Jones, seconded by Cllr M Strong. Unanimously carried by all Councillors.</p> <p>Nominations for Vice Chair of Environment Committee: Cllr Matthew Strong, proposed by Cllr L Wright, seconded by Cllr A Wilde. Unanimously carried by all Councillors.</p>

AGM
08/22

To review by exception Representation on External Bodies 2022-23.

Cllr Konieczny explained the previous ATC had 1 representative on external bodies but on occasion Councillors can't attend meetings so rather than not have any representatives we now have leads and substitutes. Some committees have not met in the last 5 years, so it may get resurrected when times change again in the future. North Monmouthshire Area Committee did continue but hasn't met since Covid pandemic. Previous protocol was for Mayor And Clerk to attend for ATC so this will stay in place for these particular committees should they meet again. Cllr M Powell reiterated this was a good committee as it gave an opportunity to voice concerns for people in the area. Point of Information: Cllr Konieczny - tourism brought in £219million to Monmouthshire in 2019 and 17% of that was in Abergavenny. Tourism is incredibly important to the town and will be important in the recovery of the economy going forward. It will be crucial to interact with these committees going forward.

Abergavenny in Bloom attained a Gold Award in 2021, and this was achieved with input from lots of local groups across the town. There is a need to create a portfolio which is to be submitted in June to the judge before their visit. Happy to show the ropes and pass this on. Previous ATC have agreed in principle to host the 2024 Wales in Bloom awards.

Relief in Need is very active in the town and so it will be good to continue our support of this.

ACE used to have Councillors as trustees, and ATC support ACE financially of which there is a review and renewal of this agreement shortly.

Armed Forces Champion: Former Cllr Martin Hickman very efficiently worked as liaison with the Royal British Legion to coordinate Remembrance Services, Mons Day, and other services or orders of remembrance. We will have the Falklands Anniversary shortly in June.

A4B: brings together AAODS, Panto and other community theatre groups.

Support Borough Theatre: MCC and ATC collaboration – very important to be represented.

CCTV User Group: ATC spend £14k on CCTV for the town with many now enhanced alongside new additional cameras. Former Cllr Maggie Harris represented ATC on this committee for many years.

School groups: These tend to be for 4 year periods, whereas ATC is 5 years. Due to Covid and this difference in terms all boards were advised that a change may come at the point of the Town Council Elections.

Outside Bodies	Principle Representative	Deputy if needed	Council/ Committee
Abergavenny & District Tourist Association	A Wilde	D Simcock	Environment
Abergavenny Community Trust	M Barnes	G Jones	People & Communities

	Abergavenny Eisteddfod	G Jones	D Simcock	People & Communities & P&R
	Abergavenny Food Forum	B Nicholson	T Konieczny	Env & P&C
	Abergavenny in Bloom Committee	T Konieczny	L Wright	Environment
	Abergavenny Relief in Need Charity	D Simcock	A Wilde	People & Communities
	ACE	M Groucutt	M A Brocklesby	People & Communities
	Armed Forces Champion	M Powell	T Konieczny	Council
	Beaupreau Twinning Association	G Jones	D Simcock	People & Communities
	Borough Theatre A4B	K Eldridge	D Simcock	People & Communities
	Borough Theatre MCC Collaboration	M Groucutt	T Konieczny	P&R
	CCTV User group	J George	G Jones	Environment
	Friends of Bailey Park	K Eldridge	M Barnes	Env & P&C
	Friends of Linda Vista	B Callard	D Simcock	Environment
	Friends of Castle Meadows	D Simcock	B Callard	Environment
	Governor of Cantref School	B Callard	Deputy not required	Council
	Governor of Deri View Primary School	G Jones	Deputy not required	Council
	Governor of King Henry VIII	B Nicholson	Deputy not required	Council
	Governor of Our Lady & St Michael School	T Konieczny	Deputy not required	Council
	Governor of Ysgol Y Fenni	G Jones	Deputy not required	Council

	King Henry VIII Charity Trust	B Nicholson	B Callard	Council
	Mind Monmouthshire	M Groucutt	G Jones	People & Communities & P&R
	Monmouthshire CAB Board	M Barnes	D Simcock	People & Communities
	Monmouthshire CC Planning Committee	T Konieczny	J George	Environment
	North Monmouthshire Area Committee	Mayor & Clerk	N/A	Council
	North Monmouthshire Liaison Committee	Mayor & Clerk	N/A	Council
	One Voice Wales	D Simcock	T Konieczny	Council
	Ostringen Twinning Association	D Simcock	B Nicholson	People & Communities
	Patron of Beaupreau Twin Town Association	Mayor	N/A	n/a
	Patron of Ostringen Twin Town Association	Mayor	N/A	n/a
	Y Fenni Business Community	M Barnes	K Eldridge	Environment
AGM 09/22	To receive and approve the Risk Register 2022-23. Councillors resolved to approve and adopt the Risk Register for 2022/23.			
AGM 10/22	To receive and approve the Standing Orders 2022/23. Cllr Konieczny explained to Councillors that new Local Government Act 2021 had a number of statutory duties within it for Town Councils to adopt as part of their Standing Orders. These include the production and circulation of an annual report, which ATC has been doing for 3 years; Section 47 refers to remote and hybrid meetings, particularly after temporary acts to enable meetings to be held remotely. This safeguards the ability for all councils to continue meeting remotely and hold hybrid meetings as standard. This in turn makes obsolete the point regarding the broadcasting and recording of meetings so this is to be removed and replaced with Section 47. There will be a requirement to publish a Training Programme for all Councillors, and also to publish a template for self assessment.			

	<p>Pre-pandemic at face to face meetings Councillors were required to stand to speak – it is proposed to remove this to fit in with the Hybrid meeting model. Cllr M Groucutt proposed changing the wording from Chairman and Vice Chairman to Chair and Vice Chair., this was seconded by Cllr B Callard, carried by majority vote from Councillors. One abstain – Cllr M Powell did not see issue with the wording as we are Mankind, but happy to go with the change. Proposal put to accept changes to Standing Orders including amendment to wording as moved by Cllr Groucutt and seconded by Cllr Nicholson. Unanimously carried by all Councillors.</p>
AGM 11/22	<p>To receive and approve Financial Regulations 2022-23.</p> <p>Previously mentioned by Cllr Konieczny there is a constraint on s137 funding and spend. Previously ATC could pay under s137 or Wellbeing, which has been used heavily by us mirroring the Well-being for Future Generations Act. Welsh Government has now scrapped the use of the Wellbeing heading. They instead are adopting the General Power of Competence which Town and Community Councils need to meet three conditions: Democratic Conditions – to all be elected members of the Town Council; To return two consecutive unqualified annual returns; Town Clerk to be suitably qualified (CiLCA). If achieved we can then declare General Power of Competence, and can utilise money without a cap. Under s137, cap is set at £8.81 per electorate (8335) £74k approx. This will cap what help we give to community groups until we attain GPC. Important that ATC takes an interest in these regulations with our monthly financial returns to be scrutinised by all, which is best practice. Cllr Konieczny moved to approve the adoption of the Financial Regulations for 2022-23. Carried by unanimous approval of all councillors.</p>
AGM 12/22	<p>To readopt the following policies:</p> <ul style="list-style-type: none"> • Social Media Policy (date due for review May 2022) • DISCIPLINARY POLICY & PROCEDURE (date due for review Sept 2022) • EQUALITY & DIVERSITY POLICY (date due for review Sept 2022) • GRIEVANCE POLICY & PROCEDURE (date due for review Sept 2022) • SICKNESS ABSENCE POLICY & PROCEDURE (due for review Oct 2022) • STAFF PERFORMANCE APPRAISAL POLICY (due for review Oct 2022) • TRAINING AND DEVELOPMENT POLICY (due for review Oct 2022) <p>Adopt all until review dates in Sept and Oct 2022, except Social Media Policy which is to be taken to Policy and resources Committee on 18th May 2022 for review.</p>
AGM 13/22	<p>To receive and approve the Scheme of Delegation</p> <p>Proposed change from Cllr Konieczny to remove Service Delivery Sub Committee and create a standing item as part of Environment Committee Agenda. Previously Service Delivery Sub-Committee looked at services provided by ATC. Historically this met once, it was difficult to find an agenda as</p>

	<p>contracts are held by other committees (Christmas Lights – People and Communities, Toilets, Town Team, etc – Environment). Recommending changes to contracts or tenders that come up can go to Policy and Resources for final approval. Cllr Barnes questioned the logic behind it going to two committees. Cllr Konieczny explained the overall budgets are set by Policy and Resources Committee, so if a working budget on another committee needs to be increased for any reason it will have to go to Policy and Resources for approval, or for a virement request to be heard and approved. Proposal moved by Cllr Konieczny, unanimously carried by all Councillors.</p>
<p>AGM 14/22</p>	<p>To note the attendance record for 2021-22</p> <p>Correction requested by Cllr Jones on the attendance record for Cllr Thomas – showing as being in attendance at 119% of meetings?! Possible issue with formula on spread sheet. Town Clerk to check and amend before publishing. Carried and approved unanimously by all Councillors.</p> <p>Going forward, training records will be published on our website. Code of Conduct is essential training for all councillors – Cllr B Callard asked if this is the case for those undertaking County Council training of the same subject. The Town Clerk requested that any Town Councillors undertaking training at a county level to notify her by email so this can also be recorded, and to ensure we don't duplicate the training requests.</p> <p>Omission from agenda – election of Councillors to sit on People and Communities and environment Committees – proposal by Cllr Barnes to agenda this for Policy and Resources Committee on 18th May 2022, seconded by Cllr Jones. Carried by unanimous approval from all councillors. Cllr George asked how the members for these committees will be selected to try and achieve a political balance, as these committees are the meat on the bones of ATC. Cllr Konieczny explained this is usually by consensus, and in terms of good governance, everyone should ensure they put themselves forward. This will show widest commitment to the community.</p>

Meeting ended: 8:20pm

APPROVED AS A TRUE RECORD

CHAIR DATE