**ABERGAVENNY TOWN COUNCIL**

**MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD 13TH SEPTEMBER 2023 AT 7.55PM VIA MS TEAMS & IN THE COMMUNITY ROOM, TOWN HALL, ABERGAVENNY.**

**Present:** Cllr P Bowyer (Chair)

 Cllr M Barnes (Vice Chair)

 Cllr S Burch

 Cllr K Eldridge

 Cllr J George

 Cllr C Holland

 Cllr G Jones

 Cllr T Konieczny

 Cllr B Nicholson

 Cllr M Powell

 Cllr D Simcock

 Cllr A Wilde

 Cllr G Wilde

 Cllr L Wright

**Absent without apologies:** None

**In attendance**: S Rosser – Town Clerk

 M Skilton – Black Mountain Jazz

**Public present:** C Bransom

No public session.

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| PR99/23 | **Receive and approve apologies for absence.** Apologies were received from Councillors Brocklesby, Callard and Groucutt, and it was resolved to accept their reasons for absence.  |
| PR100/23 | **Receive Declarations of Interest** Declaration of interest received from Cllr Holland regarding planning application DM/2023/01170 – work related.  |
| PR101/23 | **To receive and approve the minutes from 12th July 2023.**Proposed as a true record by Cllr Nicholson, seconded by Cllr Konieczny, all Councillors resolved to accept the minutes as a true and accurate record. |
| PR102/23 | **To receive a presentation and draft Cooperation Agreement request from Mike Skilton, Black Mountain Jazz Festival.** Cllr Bowyer welcomed Mike Skilton to the meeting. Black mountain Jazz received £4000 per year for three years in sponsorship from the Town Council which has now come to an end. They are requesting continued funding. Over last 3 years, funding has been directed towards youth and community activities as well as Wall2Wall Jazz Festival. Community Sessions have been held at the Melville, the next is on Sunday 1st October 2023. The reformed Youth Big Band has 23 members. Brief 6 month break due to health issues. BM Jazz Katz meet twice a month. They have a Musical Instrument recycling scheme. Committed to employ 20-30yr olds to enable engagement from younger demographic. Black Mountain Jazz pay the full fees to these musicians. Black Mountain Jazz is now a C.I.O. with charity status. They now sell out most events – a happy accident after Covid. Policy of diversity to follow. Range of music and workshops. Filming and videos were made during the pandemic, now looking to provide these to schools – the history of jazz and icons. Online resource. Free tickets are given to under 18’s. Involve them as volunteers at the club. Next three years – biggest spend developing youth programme. £8 per workshop for each child. Written report circulated. *(NB: No draft cooperation agreement was received from Black Mountain Jazz for consideration by Councillors at the time of the meeting – awaiting further communication as to when this will be ready for Councillors to receive and consider in full the funding request proposed in the report circulated).*  |
| PR103/23 | **To receive and note the Town Clerk’s update.**1. Proposal from Cllr Konieczny that Town Clerk respond on behalf of the Town Council to accept the fee change proposal form Audit Wales. Seconded by Cllr Holand, all councillors resolved to accept this proposal.
2. All Councillors agreed to look at possible projects and submit suggestions for listing at next meeting.
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| PR104/23 | **To receive a report on revision of Job Descriptions and pay scales for all Abergavenny Town Council staff and consider recommendations**.Cllr Bowyer explained to Council that the Chairs were concerned about staffing and gave lots of thought to how this could be improved. Report received and noted by all Councillors. Discussions over salaries, the level paid up until now for admin was less than supermarket staff. Assets are the staff – a timely investment. Contracts have all been reviewed and now fit for appraisal process, offering natural progression. Takes into account material changes that have happened naturally within the roles of staff. Ensures capacity. Proposal to adopt new contracts and pay scales by Cllr Jones, seconded by Cllr Holand. All Councillors in favour, and resolved to accept the proposal.  |
| PR105/23 | **Finance: (a) to receive Month 4 reconciliation report**Proposed to accept report by Cllr George, seconded by Cllr Nicholson.**(b) Month 4 cashbook report**Proposed to accept report by Cllr Nicholson, seconded by Cllr George.**( c ) Month 4 bank statements**Proposed to accept report by Cllr Holland, seconded by Cllr Konieczny.Councillors resolved to accept the finance reports as true and accurate records.  |
| PR106/23 | **To receive updates from Councillors on the ATC Action Plan.**Cllr Bowyer asked for updates – none received. Environment and People and Communities list their interventions on their agendas. Plan is on website with many items now amber status so work is starting on many.  |
| PR107/23 | **To receive reports from Councillors attendance at external bodies which are relevant to this Committee:****•Borough Theatre MCC / ATC Collaboration – Cllrs Groucutt and Konieczny –** Issues still ongoing after break-in. Fire Alarms set off in market hall causing production to have to evacuate.**•Melville CftA CIC Board – Cllrs Barnes and Eldridge –** Cllr Barnes informed Council that the centre manager has resigned and advert for an Events Organiser and Administrator on lesser salary has been advertised. Written report circulated, commented on complicated finances.Trustees attending next meeting to present report.**•One Voice Wales: Cllr D Simcock and Cllr T Konieczny****•Abergavenny Citizens Advice Bureau – Cllr M Barnes and Cllr D Simcock –** meeting only happened recently, would like to invite manager to a future meeting to present to Council.  |
| PR108/23 | **To receive reports from County Councillors on matters affecting Abergavenny relevant to Policy and Resources Committee.**None received. |
| PR109/23 | **To consider the following planning applications:**DM/2023/01115 Section 106 Relaxation. Modification of section 106 obligation for planning consent DC/2013/00304. Riverside Court, 35 Swan Meadow, Monmouth Road, Abergavenny, Monmouthshire, NP7 5HF. <https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RZ2HCOKY02900> DM/2023/01056 LBC - The proposal is to construct a new roof over the existing roof within the circular chimney towards the lefthand side of the building. This will provide a fall to an enlarged outlet to prevent water pooling on the roof coveringand causing dampness within the building. Currently the access to the chimney is small and present numerous health and safety risks. We propose to lower theexisting ceiling and constructing a ceiling with joists to provide a safe and secure walking surface to the access door and additionally enlarge the access door to the chimney for maintenance purposes. Parc Pen Y Fal / Sarno Square, Sarno Square, Abergavenny, Monmouthshire. <https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RYEBPAKYILN00> DM/2023/01095 Advertisement Consent. 1 x sign 1 - 600 x 800mm mounted on a new signage pole. 3 x sign 2 - 600 x 800mm wall mounted. 1 x sign 2 - 600x800mm on a camera column. Car Park, St John's Street, Abergavenny. <https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RYTANUKYIPD00> DM/2023/01160 Free standing conservatory room. 23 Hillcrest Road, Abergavenny, Monmouthshire, NP7 6BH. <https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RZJ488KY00U00> DM/2023/01170 Rear extension and all associated works. 100 Park Crescent, Abergavenny, Monmouthshire, NP7 5TN. <https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RZOP5TKYIX600>No material considerations for any of the applications listed. Comment that DM/2023/01160 had limited drawings and no reference to drainage for surface water on freestanding building. Proposed to recommend approval of all applications by Cllr Nicholson, seconded by Cllr Jones, and resolved by all Councillors to accept the proposal.  |
| PR110/23 | **To consider items for the next meeting on 11th October 2023.**• Report from Melville Centre for the Arts CIC |

**MEETING CONCULDED AT 8:40PM**

**APPROVED AS A TRUE RECORD**

**CHAIR ……...…………………………… DATE ……………………………**