

## ABERGAVENNY TOWN COUNCIL

### MINUTES OF POLICY AND RESOURCES COMMITTEE MEETING HELD 15th JANUARY 2025 AT 7:00PM ON MS TEAMS & IN THE COMMUNITY ROOM, TOWN HALL, ABERGAVENNY.

**Present:** Cllr P Bowyer (Chair)  
Cllr MA Brocklesby  
Cllr B Callard  
Cllr J George  
Cllr M Groucutt  
Cllr C Holland  
Cllr G Jones  
Cllr B Nicholson  
Cllr M Powell  
Cllr D Simcock  
Cllr A Wilde  
Cllr G Wilde  
Cllr L Wright

**In attendance:**

Sandra Rosser – Principal Officer / RFO

Jay Shipley – Deputy Principal Officer / Deputy RFO

<b>PR 01/25</b>	<b>Receive and approve apologies for absence:</b> Cllr M Barnes, Cllr D English, Cllr K Eldridge, Cllr S Burch. It was resolved to accept the apologies for absence.
<b>PR 02/25</b>	<b>Receive Declarations of Interest for items on the agenda.</b> Cllr Powell – MCC Planning Committee; Cllr G Wilde CAB
<b>PR 03/25</b>	<b>To approve the minutes from 11<sup>th</sup> December 2024</b> Cllr George proposed the minutes from the meeting on 11 <sup>th</sup> December 2024, be accepted as a true and accurate record seconded by Cllr C Holland. Resolved by all Councillors to accept this proposal.
<b>PR 04/25</b>	<b>Finance:</b> Reports received and noted. (a) To receive Month 9 Reconciliation Report (b) To receive Month 9 Cashbook Report. (c) To receive Month 9 bank statements Proposed by Cllr Jones seconded by Cllr G Wilde that councillors accept the finance reports a,b,c, as a whole. All Councillors in agreement.

	<p>(d) To receive 3<sup>rd</sup> quarter VAT return. Proposed by Cllr Jones seconded by Cllr G Wilde that councillors accept the VAT return. All Councillors in agreement.</p> <p>(e) To receive and approve the budget for 2025/26. Final Precept figures from Monmouthshire County Council Budget received, Abergavenny Town Council now able to ratify the 2025/2026 Budget at a 10.63% increase.</p> <p>Cllr Jones proposed the sections of the Budget be accepted as a whole and approved as such. Seconded by Cllr Powell. Resolved by all Councillors to accept this proposal and approve the budget.</p>
<b>PR 05/25</b>	<p><b>To receive a report on the recruitment of a second Deputy Principal Officer/Deputy Responsible Financial Officer.</b></p> <p>As the Council has continued to take on more projects and support for local groups and events, the demand on staff time and the office in general has increased beyond the working hours available. Many surrounding Town Councils have greater staff numbers than this Council. In order to keep up with the growing demand and development of capacity to deliver more services, another member of staff is required. This recruitment has prior approval and costs are included in the budget just ratified.</p> <ol style="list-style-type: none"> <li>1.1 The proposal is to request the Mayor, Chair of Policy and Resources Committee, and Principal Officer convene as soon as possible as the Recruitment and Interview Panel.</li> <li>1.2 To delegate permission to the Recruitment and Interview Panel to overhaul the advert used previously and update it for release to gather expression of interest and applications.</li> <li>1.3 To agree that the Recruitment and Interview Panel hold initial online interviews with applicants who express an interest in the position.</li> <li>1.4 To authorise the Recruitment and Interview Panel to decide on the in-person interview process after shortlisting via the online interviews and set the dates and times of these in February 2025.</li> </ol>

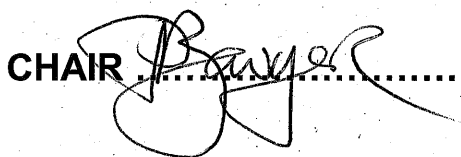
	<p>1.5 To request the Recruitment and Interview Panel feed back on the results of this process at Policy and Resources/Full Council at the meeting on 12th March 2025.</p> <p>Cllr Nicholson proposed the 5 sections be accepted as a whole and approved as such. Seconded by Cllr Holland. Resolved by all Councillors to approve this proposal.</p>
<b>PR 06/25</b>	<p><b>To receive a report from the Principal Officer.</b>  Report received and noted.  Advised council of upcoming 2 week absence.  Nomination for High Sherriff's Award.  Training: One Voice Wales Training Modules available and highly recommended. Away day sessions: suggested focus, safeguarding and General Data Protection Regulations (GDPR).</p>
<b>PR 07/25</b>	<p><b>To receive an update from the Place Making steering committee:</b>  Cllr Bowyer: brief update from last meeting. Steering group meeting 21st January 2025. Documents to follow shortly prioritising 4 principal projects around entrances to the town, worked into proposals for consultation as a 10-15 year plan. Another 19-20 schemes available for consideration as part of consultation. These will all be made available to the wider stakeholder meetings and other schemes may be prioritised and be brought forward.</p>
<b>PR 08/25</b>	<p><b>To receive updates from Councillors on the Strategy and Action Plan</b>  Cllr Jones requested this item be deferred to the February meeting. All Councillors approved.</p>
<b>PR 09/25</b>	<p><b>To receive reports from Councillors attendance at external bodies which are relevant to this Committee:</b></p> <ul style="list-style-type: none"> <li>• Borough Theatre MCC / ATC Collaboration – Cllr Groucutt and Cllr Nicholson – Invite all councillors to a meet and greet Q&amp;A session in the Theatre 13<sup>th</sup> February 2025, 5pm-6pm.</li> <li>• Melville CftA CIC Board – Cllrs Barnes and Cllr Burch: Nothing to report.</li> <li>• One Voice Wales: Cllrs Holland and Bowyer Awards invitation forms open; let Principal Officer know if anyone wishes to attend the awards event; Questionnaire response forwarded.</li> </ul>

	<ul style="list-style-type: none"> <li>Abergavenny Citizens Advice Bureau – Cllr A Wilde and Cllr L Wright – no meeting- audited report sent to Principal Officer. An observation: very few community councils donate to CAB, even small donations would help support the work they do.</li> </ul>
<b>PR 10/25</b>	<p><b>To receive reports from County Councillors on matters affecting Abergavenny relevant to Policy and Resources Committee.</b></p> <p>Cllr Powell: Full Council next week. The meeting is to propose the budget.</p>
<b>PR11/25</b>	<p><b>To consider items for the next meeting on 12<sup>th</sup> February 2025.</b></p> <ul style="list-style-type: none"> <li>(i) Confirm date for presentation by Emma Goode.</li> <li>(ii) Cllr Burch update on progress of allotment/community growing investigations.</li> </ul>

**Meeting ended 20:10 pm**

**APPROVED AS A TRUE RECORD**

**CHAIR**



**DATE**

*19/02/25*