



**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
CYNGOR CYMUNED ABERTYLERI A LLANHILLEDD**

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Our Ref: **NOTICE OF MEETING**

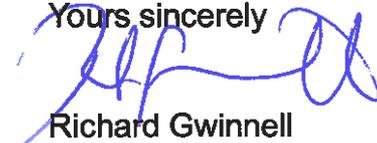
8 May 2019

Dear Councillor

You are summoned to attend a meeting of the Council of Abertillery and Llanhilleth Community Council, to be held in the Council Chamber, Mitre Street, Abertillery on **Wednesday 15 May 2019 at 7.00pm**. The agenda for the meeting is set out below.

The Council may suspend standing order 3(x) if it wishes the meeting to last beyond two hours, at the appropriate point in the meeting.

Yours sincerely



Richard Gwinnell
Town Clerk

**COUNCIL AGENDA
WEDNESDAY 15 MAY 2019 at 7.00pm**

1. Apologies for absence and welcomes

To receive apologies for absence from Councillors and welcome new attendees.

2. Declarations of interest or dispensations

Members who consider that they have an interest to declare are asked to state the item in which they have an interest and the nature of the interest. Any member who is unsure should seek advice prior to the meeting in order to expedite matters at the meeting itself.

3. Minutes: Council 17 April 2019 (attached)

To confirm the minutes of the above meetings as a correct record.

4. Questions from the public

To receive questions from the public and provide answers where possible.

5. Council Action List (attached)

To update Council on actions taken resulting from past decisions.

6. Police report

To receive a report from representatives of the local Police.

7. Accounts 2017/18, Annual Governance Statement and Internal Auditor's Report (attached)

To receive and approve the above for submission to the Wales Audit Office.

8. Finance Order (attached)

To consider spending to be made and already made.

9. Applications for Grants or Assistance and Grant Opportunities (attached)

To consider any applications received or grant opportunities members are aware of including:

- (a) Acid Attack Kits – Gwent Police/Blaenau Gwent Licensing
- (b) St Illtyds Church Heritage Day
- (c) Bobath Children's Therapy Centre
- (d) Blaenau Gwent Volunteer Achievement Awards
- (e) Abertillery Mini and Juniors Community Project
- (f) Any other late applications received in time

10. Reports back and recommendations from Working Groups

To receive progress reports/recommendations and decide next steps, from the:

- (a) Christmas Lights Working Group (attached)
- (b) Leisure and Tourism Working Group (attached)
- (c) Shop Local Working Group (attached)
- (d) Youth Engagement Working Group (to follow)
- (e) Well-being Working Group (verbal)

11. Six Bells Memorial (attached)

To consider a request for planters to be provided for flowers at the above site.

12. Reports back on relevant training or meetings attended

To receive reports back on relevant meetings or training attended on behalf of the Council.

13. Aberfest

To receive a verbal update on preparations for the above.

14. Chair's announcements, relevant correspondence and Celebrating Success

To receive announcements from or deal with correspondence raised by the Chair or officers, including reports on local achievements and successes.

15. Resolution to exclude the press and public

Members are recommended to consider and resolve that, by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

16. Christmas lights

To receive an update and decide next steps.

**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY
COUNCIL (ALCC) HELD ON 17 APRIL 2019 at 7.00pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors:

Peter Adamson, Keri Bidgood, Gill Clark, Roger Clark, Tracey Dyson, Amanda Edwards, Julie Holt (Chair) (in the Chair), Mark Lewis, Beverley Lucas, Gary Oakley, Nick Simmons, Glyn Smith, Bernard Wall, Graham White and Trudy Williams

Officers: Steve Edwards, Deputy Clerk and Richard Gwinnell, Town Clerk

Others: None

ABSENT: Councillors Perry Morgan, Rob Phillips and Allen Rees

The Council meeting was preceded by a presentation from Rafi Abbas, of the Men's Den.

247. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Rob Phillips and Allen Rees.

248. DECLARATIONS OF INTEREST

Councillor Peter Adamson declared a personal interest in the motion he had submitted (under agenda item 9) regarding nuclear waste dumping, as he was a member of CND (the Campaign for Nuclear Disarmament). No other interests were declared.

249. MINUTES – COUNCIL – 4 MARCH 2019

Council RESOLVED that the minutes of the Council meeting held on 4 March 2019 be confirmed as a correct record, for signature by the Chair.

250. MINUTES – COUNCIL – 27 MARCH 2019

Council RESOLVED that the minutes of the Council meeting held on 27 March 2019 be confirmed as a correct record, for signature by the Chair.

251. QUESTIONS FROM THE PUBLIC

There were no public questions for this meeting.

252. COUNCIL ACTION LIST

Councillor Wall entered the meeting at this point.

Council RESOLVED to note the updates shown in the action list.

253. POLICE REPORT

The Clerk circulated copies of a written report received on 17 April from PC Davies of the Abertillery Police Neighbourhood Team. A copy is available on request.

Comments were made about the reduction in anti-social behaviour, the number of sheep on the roads and a problem with parking on Roseheyworth Hill. Members were reminded that they should report issues to the Police, when they occurred, and that Blaenau Gwent County Borough Council were due to take over parking enforcement from June, albeit with limited resources.

Council RESOLVED to note the report.

254. FINANCE ORDER

The Clerk and Deputy Clerk reported that:

- the monthly bank statement had not been received when this finance order was written, as this meeting was earlier in the month than normal
- the cheque for £944.70 to SSE (for the power supply for Christmas lighting in 2017) had been sent in October but had not yet been cashed by SSE
- the bill for 2018 from SSE (of £2,497.26) included the “outstanding” £944.70
- the bill for 2018 from SSE was being queried in any case, as less Christmas lights had been erected in 2018 but the number of units charged for had risen.

It was pointed out that the grant of £100 (cheque number 7479) was to the Llanhilleth Knit and Natter Group (to differentiate it from the Abertillery Knit and Natter Group).

Council RESOLVED to note and approve the payments listed in the Finance Order, with the above caveats and clarifications.

255. BUDGET 2018/19: YEAR END OUT-TURN

The Council considered the report of the Clerk and Deputy Clerk, which showed all the spending which took place in the 2018/19 year (which ended on 31 March 2019). The Deputy Clerk briefly outlined the report.

The Chair asked Councillor White to explain the two lengthy papers he had delivered to the office on the afternoon of this meeting. Copies were circulated around the room, on request. Councillor White stated that he had given the papers to the Deputy Clerk for consideration and reply. He objected to the Council increasing its budget and precept, given the underspend detailed in the report. He also objected to the fact that accounts had not been done on time and that this may again cost the Council dear, as it had in 2014/15, when the Wales Audit Office found the Council wanting.

Officers stated that this was an end of year budget report, not the annual accounts. They reminded members that the accounts for 2014/15 had not yet been signed off by the Wales Audit Office (WAO), due to a Police investigation of issues which occurred during 2014/15, and that no further years' accounts could therefore be signed off. The WAO had received all the ALCC accounts up to and including 2016/17 and it was hoped that

the 2017/18 and 2018/19 accounts would be finalised by the end of June 2019. All the accounts would be qualified by the Auditor General for Wales, because they were late. It had been difficult to go back in time and re-state or prepare accounts for years gone by, before the current staff arrived at the Council, but officers were confident that the accounts were now nearly up to date, from the Council's point of view. What the WAO did with the accounts, and when, was beyond the Council's control. Officers had discussed the timescales with the WAO and chased progress many times.

Councillor Oakley stated that he had been told by the WAO that they had received all the accounts necessary from ALCC, up to and including the 2016/17 accounts. The WAO were fully aware of the issues and they (the WAO) had said the delays were due to them, not to ALCC. He commented that the documents submitted by Councillor White were inaccurate in a number of respects and that he would have proposed the same budget increase, even if the underspend was known about in January.

Councillor White stated that he withdrew the documents he had submitted.

Comments were made about Councillor White's employment of an accountant to look at ALCC's budget report and the amount of information which had clearly been made available to the accountant about the Council. Members queried whether there was a breach of confidentiality involved. Councillor White stated that all the information was obtained from the Council's minutes and reports, on its website.

In response to another query, the Clerk reiterated that there was an underspend of approx. £24k on budgeted items, but an overspend of approx. £27k on non-budgeted items which the Council had decided to fund in 2018/19. The Council had taken money from reserves during the year, which should be replaced. When the new budget was set in January 2019, the Council did not know the year-end position, as the financial year did not end until 31 March. It could not take account of an underspend in January, when that underspend had not yet materialised.

Council RESOLVED to note the report.

256. MOTIONS FROM COUNCILLORS

Councillor Adamson explained that the Westminster government was looking for a Welsh community to volunteer to host an underground nuclear waste dump, officially known as a Geological Disposal Facility, in return for financial reward. He moved the motion he had submitted and:

Council RESOLVED:

- (1) That this Council - Abertillery and Llanhilleth Community Council – wishes to make known to the Welsh and Westminster Governments their objection to any plans for their catchment area and the wider Blaenau Gwent area becoming a site for a nuclear waste Geological Disposal Facility (GDF) as outlined in plans published by Radioactive Waste Management on the 19th December 2018. We agree with the Nuclear Free Local Authorities (NFLA) Radioactive Waste Policy Briefing no. 76, that the safest approach to the storage of nuclear waste is not to bury it, but to keep it near the surface of the ground where it is easily monitored and can be repackaged

if necessary, and the need for transporting it over long distances is minimal.

- (2) We also wish to register a particular objection to legislation – in areas with two tiers of local government, such as our own – that seeks to prevent any one council from vetoing discussions on hosting a GDF.

Councillor Oakley explained and moved his motion, for the Council to buy another two defibrillators, one cabinet and ten signs and for one of the defibrillators to be sited at Warm Turn and the other to be used as a spare or for outside events.

In answer to queries, the Deputy Clerk explained that the defibrillators would be sited at the:

- Mitre Street Council office, Abertillery
- Bridge Street Health Centre, Abertillery
- Territorial Reserves Base, Somerset Street, Abertillery
- St Paul's Church Hall, Cwmtillery
- Pen-y-Bont Care Home, Blaenau Gwent
- Ty Ebbw Fach, Six Bells
- NISA shop, Sofrydd
- Bourneville Social Hall and Institute, Bourneville Road
- Llanhilleth Institute.

Discussion ensued on the need for publicity when the defibrillators were rolled out and the location of a defibrillator at the Llanhilleth Institute, which may not be necessary as a nearby shop was understood to be installing their defibrillator on their external wall in the near future. Some members considered that another site in Llanhilleth e.g. the Top Hotel would therefore be a better site for the ALCC defib.

Council RESOLVED:

- (3) That the Council purchases and installs a further one defibrillator and cabinet at Warm Turn (exact location to be determined)
- (4) That the Council purchases a further one defibrillator (without cabinet) to keep in the office, as a spare and for mobile use, including at ALCC events
- (5) That the Council purchases 10 AED 3D "Defibrillator" projecting signs (35x20cm) and installs one at each ALCC sponsored defibrillator location
- (6) That the Council sets aside £3,600 of its 2019/20 budget for this purpose
- (7) That the Council delegates all necessary powers to its officers, to complete this project
- (8) That the location of the defibrillator in Llanhilleth (currently planned for the Llanhilleth Institute building) be placed on hold, pending further clarification of the location of other defibrillator(s) in Llanhilleth.

257. BUDGET 2019/20: WORKING GROUP PROPOSALS

Councillor Lewis presented the recommendations of the Shop Local Working Group. These were circulated around the room. A copy is available on request.

The Clerk explained that there was no need for the Council to approve a budget of £25 for posters, as the Council had previously set aside £500 for shop local initiatives and

that fund had not yet been exhausted.

Councillor Dyson presented the recommendations of the Leisure and Tourism Working Group. These were circulated around the room. A copy is available on request. She urged Council to agree a budget for a 2019 Party in the Park as soon as possible so that discussions on a date, time and location could be held, acts could be booked and deposits could be paid. If a substantial budget was not agreed, deposits could not be paid, as there was a risk that the funds may not be made available at a later date.

Lengthy discussion ensued on the potential costs and components of a Party in the Park 2019, the hundreds of hours needed to organise an event and the need for a more detailed breakdown of the funding required. It was reported that September would not be good for a Rugby 7s tournament, as the rugby season started in August. Members made various suggestions relating to funding and performers for Party in the Park 2019.

Council adjourned for 5 minutes whilst a breakdown of the spending on the WW1 Party in the Park 2018 was obtained and circulated. A copy is available on request.

Further discussion also ensued on:

- the proposed Fun Run and the proposed budget, whether people should pay for entry, whether proceeds should go to charity (and if so, which charity) and what would be needed in terms of health and safety, road closures, water stations, publicity, banners etc; the Leisure and Tourism Working Group needed to do further work on that and bring recommendations back to Council
- what the money proposed for the Abertillery Knit and Natter Group was for (materials)
- proposed additions to the membership of working groups
- the progress being made by the Youth Engagement Working Group, which had met twice and met with reps from Blaenau Gwent County Borough Council and elsewhere, with a report back likely to the May Council meeting.

Council RESOLVED:

- (1) to appoint Councillor Amanda Edwards to serve on the Shop Local Working Group, alongside existing members of that group
- (2) to allocate up to £10,000 of the 2019/20 budget to pay for a Party in the Park 2019
- (3) to delegate all necessary powers to the Council's officers, to ensure delivery of the 2019 Party in the Park
- (4) not to allocate any funding for a Fun Run, but to receive further recommendations from the working group in due course on the components and costs of a Fun Run
- (5) to allocate £250 of the 2019/20 budget to pay for a grant to the Abertillery Knit and Natter Group
- (6) to appoint Councillor Amanda Edwards to serve on the Youth Engagement Working Group, alongside existing members of that group
- (7) to appoint Councillor Gary Oakley to serve on the Leisure and Tourism Working Group, alongside existing members of that group.

The Clerk pointed out that the Council had decided, at this meeting, to spend £13,850 of the 2019/20 budget. The amount remaining unallocated was now therefore £64,750.

258. SOLAR FARM GRANT 2018 UPDATE

The Clerk reported that £35,000 had been received from the solar farm company on 9 April 2019. Preparations were being made to give a cheque to Abertillery Excelsiors AFC as soon as possible, as previously decided by the Council.

Council RESOLVED to note progress.

259. REPORTS BACK ON RELEVANT TRAINING OR MEETINGS ATTENDED

The Chair reported that she and the Vice Chair had attended a meeting called by the Leader of Blaenau Gwent County Borough Council to discuss the future of The Met. There had been rumours that The Met was due to close down, but this was not the case. BGCBC however was seeking ideas and looking at options for the future of The Met, as it was unsustainable in its current form and running a theatre was not a statutory duty for BGCBC.

The Deputy Clerk reported that he had attended a meeting with BGCBC staff and other town and community council Clerks on 16 April. This was to discuss the Charter as well as communicating better generally. Everyone was keen that liaison between BGCBC and town and community councils improved, and BGCBC was keen that meetings focussed more on strategic (e.g. well-being) rather than parochial or short-term issues.

Councillor Dyson reported that she had attended an Armed Forces Covenant Steering Group on 15 April. There would be an Armed Forces Day event at Bedwellty Park on 30 June, a Gwent Armed Forces recruitment event on 12 September and a Reservists Day for BGCBC employees on 26 June. The Armed Forces Covenant grant fund opened on 1 June and closed in August. There was also discussion of an Armed Forces Discount Day or Armed Forces Discount Card, for use in local shops.

Councillor Smith reported that he had recently attended the One Voice Wales Larger Local Councils Committee. The WAO had made clear that it would be taking all town and community council audit work back in house (and no longer using private firms) and that in future, most T&CCs could expect one full audit every fifth year, with "light touch" audits for each of the intervening four years. The Data Protection Officer from Cardiff had made clear the importance of data being handled properly, data being destroyed when it was no longer required and councillors not revealing sensitive information, at risk of prosecution. There was also discussion of the need to get more young people involved in Council meetings or as young councillors.

The Clerk reported that he and the Deputy Clerk were holding meetings this week and over the next few weeks with the Internal Auditor about the 2017/18 and 2018/19 accounts. Work was well advanced and it was hoped to submit the 2017/18 accounts to Council in May and the 2018/19 accounts in June.

The Chair thanked the staff for the significant amount of work they had done already and continued to do, to get the Council's backlog of accounts cleared.

Council RESOLVED to note the reports back.

260. SUSPENSION OF STANDING ORDER 3(x)

Council **RESOLVED** to suspend standing order 3(x) to extend the meeting for longer than two hours.

261. COUNCILLOR VACANCY UPDATE

The Clerk reported that no applications had been received by the 8 April deadline for the vacant seat for a councillor in Aberbeeg.

Council **RESOLVED** to advertise again for the vacancy, with no deadline, and consider any applications if and when they arrived.

262. CHAIR'S ANNOUNCEMENTS, OTHER RELEVANT CORRESPONDENCE AND CELEBRATING SUCCESS

A member referred to the story in the Daily Mail about the BGCBC Managing Director's salary. The Chair stated that the story was not true and the BGCBC Communications Team was in the process of trying to put the record straight. The Chair was asked to keep members updated.

Councillor Roger Clark reported on and:

Council **RESOLVED** to write with the Council's congratulations to Abertillery Bluebirds FC, who had become champions of Gwent County Division 1 and gained promotion to the Welsh League in the last few weeks; and announce their success on the website.

263. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

Council **RESOLVED** to exclude the press and public from the meeting for the following item of business, by virtue of The Public Bodies (Admission to Meetings) Act 1960, on the grounds that disclosure of the matters to be discussed would be prejudicial to the public interest by reason of the confidential nature of those matters.

264. CHRISTMAS LIGHTS

The Clerk informed members that a letter had been sent on 29 March, special delivery, to the Council's former contractor, seeking removal of the remaining Christmas lights by 19 April. Blaenau Gwent CBC Street Lighting had said they were unable to help with removing the Christmas lights. An invitation to tender had also been issued so that, if the lights were not removed by 19 April (by the Council's former contractor), another company could be employed to remove them as soon as possible thereafter. This was in line with the legal advice obtained and reported previously and in line with previous Council decisions.

Discussion ensued on going out to tender again for new lights for 2019 and beyond. The Clerk explained that the Council needed to decide first, where it wanted lights and what lights it wanted, before an invitation to tender could be issued.

Members reported that people in Six Bells still wanted ALCC to provide Christmas lights there. A recent meeting in Aberbeeg was only attended by three people, so there was no conclusion to discussions there.

Council RESOLVED:

- (1) That members need to feed back responses from local groups about the provision of Christmas lights in future in their areas by 24 April 2019
- (2) That the Christmas Lights Working Group meet on 26 April 2019 at 10am, discuss going out to tender for future Christmas lights further and make recommendations to the Council at its next meeting.

The meeting ended at 9.25pm.

Signed as a correct record by the Chair

NB these minutes are a summary of the proceedings and record of the decisions taken. They are not intended to be a verbatim record.

Minutes produced by Richard Gwinnell, Clerk

**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL
COUNCIL MEETING
15 MAY 2019**

ACTION SHEET

This action sheet lists decisions previously taken by the Council, where specific action is required to implement the decision. The purpose of the action sheet is to monitor those decisions, to ensure decisions are implemented and ensure Council is kept up to date on the situation. It does not include decisions on matters which are confidential (e.g. contracts in progress or staffing matters).

Past decisions will remain on the decision sheet until they have been implemented and reported back to Council, or Council has decided they are out of date. Once reported back as complete (or overtaken by events), they will be removed. Decisions to be removed after this meeting are shaded and marked *

Meeting	Minute ref	Decision / action required	By whom	Position report
Council 12.7.17	42 (6)	Arrange Code of Conduct training – attendance mandatory for all members	Clerk	All have attended except 1 long standing and 2 new members. Booked for 2 new members
Council 25.4.18	294 (1)	Invite Simon Morgan of Admiral Nurses to a future Council meeting	Clerk	To be invited again when agenda is short
Council 27.6.18	23	Progress two blue plaques, for John Selway and Roger Cecil, at Jubilee Square	Clerk/DC	JS plaque received. To be put up asap, planned for Aberfest
Council 25.7.18	52 (2)	Add feedback on grants to the Council's website as soon as possible	Clerk / DC	
Council 26.9.18	62 (4)	Investigate facilitating a quarterly problem solving and business networking session; any costs to come back to Council for approval	SLWG	
Council 26.9.18	66 (2)	Speak to Tredegar Town Council re how they run their public toilets	Clerk / DC	
HR Ctte 24.10.18	80	Take suggested amendments to HR terms of reference back to Council	Clerk	At annual Council meeting May 2019 *
Council 24.10.18	92 (2)	Devise suggested criteria for future grants and report back to Council with recommendations	GCWG / Chair / Clerk	In progress
Council 24.10.18	93	Officers to be given access to the new ALCC shop local/trader Facebook page as soon as it is established	SLWG members	
Council 7.11.18	113	Allocate up to £15,000 from reserves to pay as soon as possible for up to 10 defibrillators: purchase, installation, training and publicity	Clerk / DC	£15k transferred. Work continues on defib roll-out
Council 21.11.18	138(3)	Blaina Riots Plinth – seek further details of the help or funding they are asking ALCC for	Clerk	Question asked. Reply awaited
HR Ctte 10.12.18	151	Meet in new year re staff job descriptions	Chair of HR / Clerk	
Council 12.12.18	156	Ask for more details of the Ebbw Fach Crime Prevention Panel and let members know	Clerk	Questions asked. Reply awaited
Council 12.12.18	161(1)	Consider cost effective use of officer time as part of future decision making, including decisions on the budget and future projects	Council	

Council 12.12.18	161(2)	Consider further overtime payments for staff, employing project staff, an Admin Assistant and work experience placements	HR Ctte	
Council 12.12.18	161(3)	Use a mixture of TOIL and overtime in future	HR Ctte	
Council 12.12.18	162(2)	Develop terms of reference for a Well-being Committee and submit to Council for approval	Clerk	
Council 12.12.18	172(2)	Enter into [a payroll service provision] agreement with BGCBC if possible	Clerk	BGCBC running ALCC payroll from Apr 19. SLA to be signed
Council 30.1.19	190(2)	Report back to Council on budget options and meet with reps of bodies re solar farm grants	P&PWG / Chair	In progress
Council 30.1.19	195(4)	Discuss future Christmas lights provision and report back to Council with options	CLWG / Chair	In progress
Council 20.2.19	201(3)	Report back following discussions with BGCBC re Jubilee Square gates and cleaning	Chair (J Holt)	
Council 20.2.19	202(6)	Pay solar farm grant to Abertillery Excelsiors FC	Clerk	Completed *
Council 20.2.19	203(2) and (3)	New members co-opted; declaration/induction/amending committee lists required	Clerk / DC	Completed *
Council 20.2.19	212	Meeting date changes - publicise	Clerk	Completed *
Council 20.2.19	218(2)	Finalise details of engagement process with the Internal Auditor	Clerk / DC	
Council 27.3.19	234(1)	Youth Engagement Working Group: meet and report back to Council with recommendations	Chair of YEWG	In progress
Council 27.3.19	234(3)	Leisure and Tourism Working Group: meet/report back to Council with recommendations	Chair of L&TWG	In progress
Council 27.3.19	234(7)	Invite the Police and Crime Commissioner for Gwent to a future Council meeting	Clerk	Invite sent
Council 27.3.19	235(2)	Inform the solar farm company of the change to the 2018 grant request and seek funds	Clerk	Completed *
Council 27.3.19	236(3)	Seek further information from Abertillery Bowls Club on the grant sum requested and status of the organisation	Clerk	Info request sent
Council 27.3.19	246(3)	Contact BGCBC for help with removing the Christmas lights if needed	Clerk	Completed *
Council 27.3.19	246(4)	Seek quotes for and pay for removal of the Christmas lights if needed and seek to recover costs from former contractor	Clerk	Completed *
Council 27.3.19	246(6)	Members continue discussions with groups on providing their own Christmas lights in future, in areas outside Abertillery town centre, and report back	Members	Completed – see later updates *
Council 17.4.19	256(1) and (2)	Write to UK and Welsh Governments objecting to a Geological Disposal Facility (nuclear waste dumping) and potential vetoing legislation	Clerk / DC	
Council 17.4.19	256(3)	Purchase and instal a further defibrillator and cabinet at Warm Turn	Clerk / DC	In progress
Council 17.4.19	256(4) and (5)	Purchase a spare defibrillator and 10 defib signs and instal a sign at each defib site	Clerk / DC	In progress
Council 17.4.19	256(8)	Llanhilleth defib location placed on hold pending clarification of the location of other nearby defibs	Clerk / DC	In progress

Council 17.4.19	257 (1) (6) (7)	New members appointed to working groups – amend committee membership list	Clerk	To be done after annual Council meeting *
Council 17.4.19	257(3)	Party in the Park 2019 – delegations given to officers	Clerk / DC	Noted *
Council 17.4.19	257(4)	Report back with recommendations re a Fun Run	L&TWG	
Council 17.4.19	261	Advertise again for the remaining vacancy for a councillor for Aberbeeg	Clerk	
Council 17.4.19	262	Write to Abertillery Bluebirds FC with the Council's congratulations on their success and announce on the Council's website	Clerk / DC	
Council 17.4.19	264(1)	Members report back by 24 April re feedback re future Christmas lights in their local areas	Members	Out of date *
Council 17.4.19	264(2)	Discuss future Christmas lights tender and report back to Council with recommendations	CLWG	Report on agenda 15 May 2019 *

Abbreviations

DC = Deputy Clerk
 PQ = Public Question
 Ctte = Committee
 CEWG = Centenary Events Working Group
 SLWG = Shop Local Working Group
 FT = Ffrindiau Tyleri
 CLWG = Christmas Lights Working Group
 A&LCC = Abertillery and Llanhilleth Community Council
 P&PWG = Projects and Partnerships Working Group
 YEWG = Youth Engagement Working Group
 L&TWG = Leisure and Tourism Working Group
 JCLC = Joint Committee of Local Councils

Cllr = Councillor
 BGCBC = Blaenau Gwent County Borough Council
 RFO = Responsible Financial Officer
 DBS = Disclosure and Barring Service
 WBWG = Well-being Working Group
 GCWG = Grants Criteria Working Group
 EAS = Education Achievement Service

Author: Richard Gwinnell, Clerk to the Council

Updated: 7 May 2019

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Agenda Item 7



Abertillery and Llanhilleth Community Council

Report on 2017/18 Accounts

Authors: Steve Edwards and Richard Gwinnell

Date: 8 May 2019

For Council Meeting on 15 May 2019

Background:

This report seeks Council's approval to the accounts for 2017/18 and their submission to the Wales Audit Office (WAO), along with the Annual Governance Statement and Internal Auditor's report.

Under the Public Audit Wales Act 2004 and specifically the Accounts and Audit (Wales) Regulations, these accounts should have been presented in June 2018. They are late due to the extensive work undertaken on re-stating the 2014/15 accounts and the 2015/16 and 2016/17 accounts, uncertainty about the status of previous years' accounts (and what could be done pending their sign-off by the WAO) and because a new Internal Auditor had to be recruited. The Wales Audit Office are fully aware of the situation and our accounts for 2017/18 (and other years) will undoubtedly be qualified because of their late submission.

Annual Return for the year ended 31 March 2018

The Annual Return for 2017/18 (ending 31 March 2018) is attached at **annex 1**. This is the form required by the Auditor General for Wales, which will have to be published in due course, showing the headline income and expenditure details, the Annual Governance Statement and the Internal Audit report.

Internal Audit:

The Council has an Internal Auditor, Mr Hugh O'Sullivan, whose report is attached at **annex 2**. The Internal Auditor will be present at the meeting on 15 May to present his report and answer questions. It is worthy of note that the Council has made significant progress in its financial management, but there are still improvements to be made, as highlighted in the report.

Income, expenditure, bank reconciliation and variances:

Annex 3 shows the details of all income into all the Councils bank accounts. Things to note about income are: -

- 1: The Precept was increased by £4,650, compared to the previous year
- 2: The Solar Farm Grant of £35,000 is included as Council income.
- 3: There was a single VAT reclaim of £4,629.03.

Annex 4 shows the details of all Council expenditure for 2017/18. Things to note are: -

- 1: The Solar Farm grants are included as Council Expenditure as they passed through our accounts.
- 2: There were costs of £12,892.83 to Wales Audit Office for their work on the 2014/15 accounts.
- 3: There was a one-off cost of £11,227.24 for the installation of a ramp at the War Memorial.
- 4: Council paid a full year's costs for staff and pension contributions, in line with its obligations.

Annex 5 Shows a formal breakdown of the accounts. Members should note that the figures shown in the top table "Annual Return" and the column "31-Mar-18" will be on the official Annual Return, once agreed by Council and the RFO.

During the 2017/18 year the Council had an opening balance of £21,683.86 in its current account, there were costs totalling £161,699.46 and its income totalled £139,686.45. Along with a transfer of £5,000 during the year from reserves, to help fund the ramp at the War Memorial, the current account balance at the end of the year was £4,670.85.

There was very little movement on the Council's other accounts, except a £5,000 reduction in reserves (for the War Memorial ramp).

Overall, the Council had cash assets at the end of 2017/18 of £43,550.39 from 4 bank accounts.

Annex 6 is a bank reconciliation, showing the amount of cash at the bank (in all accounts) at 31 March 2018, minus liabilities which were outstanding at the time (i.e. uncashed cheques).

Annex 7 is a variance statement. This highlights where there are significant differences between income or expenditure year on year and explains why those differences occurred.

The Wales Audit Office (WAO):

The WAO took over the external audit function in April 2015, following the termination of the appointed auditor function by the Public Audit (Wales) Act 2013. The WAO currently hold our restated accounts for 2014/15, our accounts for 2015/16 and our accounts for 2016/17. None of these have been officially signed off yet, pending the outcome of WAO investigations into the 2014/15 accounts and a number of issues that arose during that year. It is highly likely that, even though we will submit our Annual Return for 2017/18, they too will await sign-off by the Wales Audit Office, so none of the accounts for those four years are yet ready for final publication.

Next Steps:

Council needs to approve the accounting statements and Annual Governance Statement. The Annual Return and Governance Statement, the Internal Auditor's report and the attached income and expenditure details, along with the bank reconciliation and variance statement will then be submitted to the WAO. The Chair will sign page 4 of the Annual Return before it is submitted. The RFO has already signed the form, to certify that the accounting statements fairly present the financial position of the Council and its income and expenditure for the year.

The WAO will, in due course (the timescale is unknown and beyond the control of the Council) provide their report on these accounts. There is an assumption that our accounts will be qualified, because they are late. The Annual Return can then be published in its final form on our website.

2018/19 Accounts

Officers are in the process of preparing the accounts for 2018/19, as this report goes to Council. Subject to this being completed and the Internal Audit process, it is intended that the 2018/19 accounts will be certified by the RFO and submitted to Council by the statutory deadline of 30 June 2019. If that is the case, the accounts will be submitted to the WAO on time and they will set an appointed date when local electors have the right to inspect the accounts. The RFO will have to give 14 days' notice under the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014 that the accounts are ready for inspection and allow 20 working days for any public inspection of the accounts.

Recommendations:

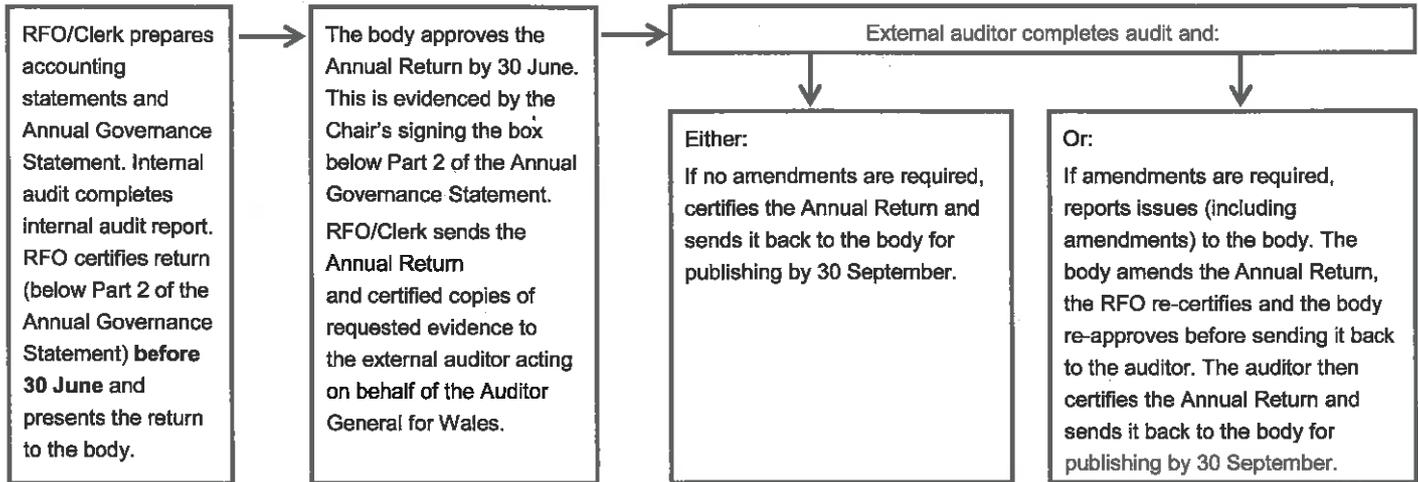
- 1: That the Council agrees that the accounting statements shown in the report fairly present the financial position of the Council for the year ending 31 March 2018.
2. That the Annual Return, including the Annual Governance Statement and the Internal Auditor's report, along with the attachments to this report, be approved for submission to the Wales Audit Office.
- 3: That the Council authorises the Clerk/RFO and the Chair of the Council to complete and sign the Annual Return on the basis of these accounts.
- 4: That the Council authorises the Clerk/RFO to submit the Annual Return for 2017/18 to the Wales Audit Office as required.

Authors: Steve Edwards, Deputy Clerk and Richard Gwinnell, Clerk and Responsible Financial Officer

Smaller local government bodies in Wales must prepare annual accounts following proper practices as set out in the One Voice Wales/SLCC publication **Governance and accountability for local councils in Wales – A Practitioners' Guide** (the Practitioners' Guide). The Practitioners' Guide states that bodies may prepare their accounts in the form of an annual return prepared by the Wales Audit Office.

The accounts and audit process

The accounts and audit arrangements follow the process as set out below.



Please read the guidance on completing this Annual Return and complete all sections highlighted in red including both sections of the Annual Governance Statement.

PLEASE PRINT THIS DOCUMENT FOR SIGNATURE AND SEND IT TO YOUR AUDITOR

Incomplete or incorrect returns may require additional external audit work and incur additional costs. Send the **original** Annual Return, together with all additional information requested, to the external auditor acting on behalf of the Auditor General for Wales. Unless requested, please **do not** send any original financial or other records to the external auditor.

Audited and certified returns are sent back to the body for publication or display of the accounting statements, Annual Governance Statement and the Auditor General for Wales' certificate and report.

Completion checklist

'No' answers mean that you may not have met requirements		Done?	
		Yes	No
Initial submission to the external auditor			
Accounts	Has the RFO certified the accounting statements and the body approved the Annual Return (as evidenced by the relevant signatures), no later than 30 June 2018?		✓
	Do the accounts add up and does the balance carried forward from last year equal the opening balance this year?	✓	
	Do the papers to be sent to the external auditor include an explanation of significant variations, including a quantified analysis of the changes from last year to this year?	✓	
	Does the bank reconciliation as at 31 March 2018 agree to line 9?		✓*
All sections	Have all red boxes been completed and explanations provided where needed?	✓	
	Has all the information requested by the external auditor been sent with this Annual Return? Please refer to your notice of audit and any additional schedules provided by your external auditor.	✓	
Evidence	Has all the information requested by the external auditor been included?	✓	

* Because a £200 cheque from 2016/17 was never cashed 1/9

Accounting statements 2017-18 for:

Name of body: **Insert name of body** ABERTILLY, LLANHILLETH COMMUNITY COUNCIL

	Year ending		Notes and guidance for compilers				
	31 March 2017 (£)	31 March 2018 (£)					
Statement of income and expenditure/receipts and payments							
1. Balances brought forward	57,575	65,552	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.				
2. (+) Income from local taxation/levy	94,500	99,155	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.				
3. (+) Total other receipts	1,232	40,642	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.				
4. (-) Staff costs	29,602	53,488	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg termination costs.				
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).				
6. (-) Total other payments	58,153	108,211	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).				
7. (=) Balances carried forward	65,552	43,550	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).				
Statement of balances							
8. (+) Debtors and stock balances	0	0	Income and expenditure accounts only: Enter the value of debts owed to the body and stock balances held at the year-end.				
9. (+) Total cash and investments	65,552	43,550	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.				
10. (-) Creditors	0	0	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.				
11. (=) Balances carried forward	65,552	43,550	Total balances should equal line 7 above: Enter the total of (8+9-10).				
12. Total fixed assets and long-term assets	191,030	191,030	The original asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.				
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).				
14. Trust funds disclosure note	Yes	No	N/A	Yes	No	N/A	The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
			✓			✓	

Annual Governance Statement (Part 1)

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2018, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
<p>1. We have put in place arrangements for:</p> <ul style="list-style-type: none"> effective financial management during the year; and the preparation and approval of the accounting statements. 		✓	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
		<i>Not submitted by statutory deadline</i>		
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	✓	<i>Only a review is outstanding</i>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/ Board/Committee to conduct its business or on its finances.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.		✓	Has given all persons interested the opportunity to inspect and to ask questions about the body's accounts.	6, 23
5. We have carried out an assessment of the risks facing the Council/ Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	✓		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/ Board/Committee and, where appropriate, have included them on the accounting statements.	✓		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit. <i>I/A = Internal Audit</i> <i>E/A = External Audit</i>	✓	<i>None received from E/A</i>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
9. Trust funds – in our capacity as trustee, we have:	Yes	No	N/A	3, 6
<ul style="list-style-type: none"> discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit. 			✓	

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Annual Governance Statement (Part 2)

	Agreed?		'YES' means that the Body
	Yes	No*	
1. We have considered the adequacy of reserves held by the body in setting the budget for 2017-18 and 2018-19 and have appropriate plans in place for the use of these reserves.		✓	Has met the requirements of the Local Government Finance Act 1989 in setting the budget requirement and precept for the financial years.
2. When awarding grants under section 137 of the Local Government Act 1972, we have kept a separate account of such grants and considered whether or not the benefits arising from such payments are commensurate with the sums paid.	N/A		Has kept and appropriate record of grants awarded and ensured that the expenditure is commensurate with the benefit to the community.
3. The council has ensured that it has a lawful obligation to pay a service gratuity to employees* or The council has no obligation or intention to pay a gratuity to employees.*			Has ensured that where it has an arrangement to provide a gratuity to staff, it has ensured that there is a legal obligation to provide the gratuity.

* Please delete as appropriate.

Council/~~Board~~/~~Committee~~ approval and certification

The Council/~~Board~~/~~Committee~~ is responsible for the preparation of the accounting statements in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014 and for the preparation of the Annual Governance Statement.

<p>Certification by the RFO</p> <p>I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2018.</p>	<p>Approval by the Council/Board/Committee</p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:</p>
	Insert minute reference and date of meeting
RFO signature	Chair signature: signature required
Name: name required <i>RICHARD GUINNELL</i>	Name: name required
Date: dd/mm/yyyy <i>7-5-19</i>	Date: dd/mm/yyyy

Council/~~Board~~/~~Committee~~ re-approval and re-certification (only required if the annual return has been amended at audit)

<p>Certification by the RFO</p> <p>I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2018.</p>	<p>Approval by the Council/Board/Committee</p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:</p>
	Insert minute reference and date of meeting
RFO signature: signature required	Chair signature: signature required
Name: name required	Name: name required
Date: dd/mm/yyyy	Date: dd/mm/yyyy

Auditor General for Wales' Audit Certificate and report

The external auditor conducts the audit on behalf of, and in accordance with, guidance issued by the Auditor General for Wales. On the basis of their review of the Annual Return and supporting information, they report whether any matters that come to their attention give cause for concern that relevant legislation and regulatory requirements have not been met.

We certify that we have completed the audit of the Annual Return for the year ended 31 March 2018 of:

External auditor's report

[Except for the matters reported below]* On the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

[[These matters along with]* Other matters not affecting our opinion which we draw to the attention of the body and our recommendations for improvement are included in our report to the body dated _____.]

Other matters and recommendations

On the basis of our review, we draw the body's attention to the following matters and recommendations which do not affect our audit opinion but should be addressed by the body.

(Continue on a separate sheet if required.)

External auditor's name:

External auditor's signature:

Date:

For and on behalf of the Auditor General for Wales

* Delete as appropriate.

Annual internal audit report to:

Name of body:

ABERTULLY & LLANHILLETH COMMUNITY COUNCIL

The Council/~~Board/Committee's~~ internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2018.

The internal audit has been carried out in accordance with the Council/~~Board/Committee's~~ needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/~~Board/Committee~~.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				SEE ATTACHED INTERNAL AUDIT REPORT
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.		✓			
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	✓				
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.		✓			

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				SEE ATTACHED INTERNAL AUDIT REPORT
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council/Board/Committee are included in my detailed report to the Council/Board/Committee dated 15th MAY 2019.] * Delete if no report prepared.

Internal audit confirmation

I confirm that as the Council's internal auditor, I have not been involved in a management or administrative role within the body or as a member of the body during the financial years 2016-17 and 2017-18. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: name required H. P. G. SULLIVAN CPFA

Signature of person who carried out the internal audit: signature required

Date: dd/mm/yyyy 07/05/2019

Guidance notes on completing the Annual Return

1. You must apply proper practices when preparing this annual return. For guidance, please read the Practitioners' Guide (**Governance and accountability for local councils: A Practitioners' Guide (Wales)**) – available from One Voice Wales and SLCC. It contains everything you need for the financial year-end and the statutory audit.
2. The Wales Audit Office Good Practice Exchange (www.audit.wales/good-practice/finance/community-council-money) provides further information on the accounts and audit process along with guidance on governance matters.
3. Make sure that the Annual Return is fully completed ie, no empty red boxes. Please avoid making any amendments to the completed return. If this is unavoidable, cross out the incorrect entries, make sure the amendments are drawn to the attention of the body, properly initialled and an explanation for them is provided to the external auditor. **Please do not use correction fluid.** Annual returns that are incomplete or contain unapproved and/or unexplained amendments or correction fluid will be returned unaudited and may incur additional costs.
4. **There are now two boxes for certification and approval by the body. The second box is only required if the annual return has to be amended as a result of the audit. You should only complete the top box before sending the form to the auditor.**
5. Use a second pair of eyes, perhaps the Chair or a member, to review your Annual Return for completeness before sending the original form to the auditor.
6. Make sure that your accounting statements add up, that the balance carried forward from the previous year (line 7 of 2017) equals the balance brought forward in the current year (line 1 of 2018). Explain any differences between the 2017 figures on this annual return and the amounts recorded in last year's annual return.
7. Explain fully any significant variances in the accounting statements. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a detailed analysis to support your explanation and be specific about the values of individual elements making up the variances.
8. Make sure that the copy of the bank reconciliation you send to your auditor with the Annual Return covers **all** your bank accounts and cash balances. If there are no reconciling items, please state this and provide evidence of the bank balances. If your Council holds any short-term investments, please note their value on the bank reconciliation. The auditor should also be able to agree your bank reconciliation to line 9 in the accounting statements. More help on bank reconciliation is available in the Practitioners' Guide*.
9. **Every** small body is now required to send to the external auditor, information to support the assertions made in the Annual Governance Statement. Your auditor will tell you what information you need to provide. Please read the audit notice carefully to ensure you include all the information the auditor has asked for. You should send **copies** of the original records (certified by the Clerk and Chair as accurate copies) to the external auditor and not the original documents themselves.
10. Please do not send the auditor any information that you are not specifically asked for. Doing so is not helpful.
11. If the auditor has to review unsolicited information, repeat a request for information, receives an incomplete bank reconciliation or explanation of variances or receives original documents that must be returned, the auditor will incur additional costs for which they are entitled to charge additional fees.
12. **Do not complete the Auditor General for Wales' Audit Certificate and report.** The external auditor completes this on behalf of the Auditor General for Wales on completion of the audit.
13. **Please deal with all correspondence with the external auditor promptly.** This will help you to meet your statutory obligations and will minimise the cost of the audit.
14. **Please note that if completing the electronic form, you must print the form for it to be certified by the RFO and signed by the Chair before it is sent to the auditor.**

Abertillery & Llanhilleth Community Council

Internal Audit Report

Financial Year 2017/18

- 1.0 I am pleased to be able to present my Internal Audit Report for the Abertillery and Llanhilleth Community Council for 2017/2018.
- 2.0 As members will be aware this Community Council is still behind in its submission of a Annual Accounts as the Wales Audit Office is still required to sign off the Accounts for 2014/15, 2015/16 and 2016/17.
- 3.0 When the outstanding accounts are signed off by the Wales Audit Office, then the previous year's accounts may need to be revisited to accommodate any changes required.
- 4.0 Members should note that your officers, and I, are hopeful of being able to present to the Council a completed set of Accounts for 2018/19, for submission to the Wales Audit Office before the deadline of 30th June 2019.
- 5.0 Whilst there are areas which require further action, and which have been discussed with your officers, it is pleasing to report the significant improvement in financial management and financial record keeping compared to previous years.
- 6.0 I should like to place on record my thanks to both officers for the help and assistance given to me during the audit.
- 7.0 The Internal Audit Report at Appendix A has been compiled to comply with the Internal Audit Report requirements as set out in the Wales Audit Office Annual Report Return.

H N P O'Sullivan CPFA
INTERNAL AUDITOR

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APPENDIX A

1. Appropriate books of account have been properly kept through the year

Improved books of account were maintained for 2017/18. There are however, still areas of improvement that can be made and I have discussed these with your Officers to further improve future years Statement of Accounts.

2. Financial regulations have been met, payments were supported by invoices, expenditure and approved and VAT was appropriately accounted for.

Financial Regulations are now being more closely followed than in previous years, payments were supported by invoices, expenditure approved & VAT properly accounted for.

3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy arrangements to manage these.

There is limited evidence of a Risk Based approach to ensuring that the Council's objectives have been met. A more robust Risk Based approach, must now be imbedded into the organisation going forward.

4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.

There was a more robust budgetary process undertaken for 2017/18 than in previous years. Budgets were regularly reported to Council. As previously identified further improvements in the budgetary process will improve the Council's financial management process. Reserves were adequate.

5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.

Income was received, recorded and banked satisfactorily. VAT was also accounted for satisfactorily.

6. Petty cash payments were properly supported by receipts, expenditure was approved, and VAT appropriately accounted for.

Petty cash payments were properly accounted for.

- 7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.**

Salaries to employees and members expenses/allowances (where applicable) were paid in accordance with minuted approvals. PAYE and NIC requirements were correctly applied.

- 8. Asset and Investment registers were complete, accurate and properly maintained.**

Whilst Asset and Investment Registers were maintained satisfactorily, they need to be reviewed to ensure that they are current and fit for purpose.

- 9. Periodic and year-end bank account reconciliations were properly carried out.**

A year end Bank Reconciliation was carried out for 2017/18 correctly. In future more regular reconciliations need to be made.

- 10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, and supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.**

Accounting statements were prepared during the year on the correct accounting basis, agreed with the cash book and supported by an adequate audit trail. Debtors and Creditors, where appropriate, were properly recorded.

- 11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.**

Not Applicable.

DATE	Payer	DETAILS	PRECEPT	GRANTS & reimbursements	VAT REFUND	INTEREST			
13/04/2017	BGCBC	Precept	99,155.25						
02/05/2017		Allotments		50.00					
19/05/2017		Allotments		57.00					
26/06/2017	HMRC	VAT Refund			4,629.03				
08/09/2017	BGCBC	Wreathes		125.00					
30/11/2018	Community Green Energy CIC	Solar Farm Grant		35,000.00					
26/01/2018		Ticket Sales Christmas Concert		441.67					
29/03/2018		Allotments		228.50					
		Bank Interest				10.87			
			99,155.25	35,902.17	4,629.03	10.87	0.00		
									TOTAL
									139,697.32

Annex 3

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Expenditure 2017/18

Date Cheque Cleared	Bank Statement	Check No	Payee	Details	TOTAL COST	Personnel Costs	Amount	Fees & Subs	Amount	Declaratory Payments	Amount	Infra-structure	Amount	Admin/Office	Amount	Line total
25/04/2017	482	6987	TCBC Pension Fund	Employee/Employers Contribution (March)	444.61	Benefits	444.61									444.61
27/04/2017	482	6988	One Voice Wales	Clerk Recruitment	449.28									Other	449.28	449.28
28/04/2017	482	6989	Garry White & Co	Quarterly Payroll	78.00			Professional fee	78.00	Other	173.30					251.30
05/05/2017	482	6990	Bills Trophies	Plaques for Ann Dram Society	173.30											173.30
27/04/2017	482	6991	AR Digital	Printing Costs March 2017	130.98									Photocopying	110.90	110.90
26/04/2017	482	6992	HMRG	Tax and NI (March 2017)	3,159.31	Tax	1,159.86	Professional fee	6,468.41					Leasement	10.00	8,468.41
02/05/2017	482	6993	Wales Audit Office	Payment for 2014/15 Accounts	11.00											11.00
02/05/2017	482	6994	Bleanau Gwent County Borough Council	Rental for Galleries Allowments	19.39					Other	19.39					19.39
03/05/2017	482	6995	R.Gwinneil	Frames for Certificates	961.44	Salary	961.44									961.44
03/05/2017	482	6997	R.Gwinneil	Salary April 2017	1,735.12	Salary	1,735.12									1,735.12
03/05/2017	482	6998	TCBC Pension Fund	Employee/Employers Contributions (April)	1,735.12	Benefits	571.75									1,735.12
08/05/2017	483	6999	British Gas	Electricity for Storage Unit	178.03							Electricity	179.03			179.03
09/05/2017	483	7000	SSSE	Electricity for Christmas Lights 2016	944.12							Electricity	944.12			944.12
10/05/2017	483	7001	GF Corp	June - Aug Printer Rental	350.89									Other	350.89	350.89
09/05/2017	483	7002	AR Digital	Printing costs April 2017	24.72	Tax	1,091.97							Photocopying	24.72	1,091.97
15/05/2017	483	7003	HMRG	Tax and NI (April 2017)	203.00											203.00
10/05/2017	483	7004	Aberllyry Cricket Club	Council Grant	200.00					Grants	200.00					200.00
09/05/2017	483	7005	Aberllyry Rock & blues	Council Grant	200.00					Grants	200.00					200.00
17/05/2017	483	7006	Zion Miners Chapel	Council Grant	100.00					Grants	100.00					100.00
10/05/2017	483	7007	Viking Payments	Stationery	259.52									Stationery	259.52	259.52
		7030	Cancelled	Cancelled												
28/04/2017	484	7031	Nat West Bank	Bank Charges	17.60			Banking charges	17.60							17.60
14/06/2017	484	7031	Media Wales	Code of Conduct Advert	86.79									Other	86.79	86.79
02/06/2017	483	7032	S. Edwards	Salary May 2017	933.18	Salary	933.18									933.18
05/06/2017	483	7033	R.Gwinneil	Salary May 2017	1,735.12	Salary	1,735.12									1,735.12
13/06/2017	484	7034	Andrew Sheehy	Green Fingers - War Memorial Maintenance	80.00							Grass cutting	80.00			80.00
07/06/2017	484	7035	National Pen Prom Products	Promotional Pens for Male Voices Choir	57.54					Other	57.54					57.54
07/06/2017	484	7036	BT	Phone Costs	93.43									Phone bill	93.43	93.43
07/06/2017	484	7037	BT	Broadband Costs	155.21									Internet	155.21	155.21
08/06/2017	484	7038	TCBC Pension Fund	Employee/Employers Contributions (May)	571.75	Benefits	571.75									571.75
29/06/2017	484	7039	HMRG	Tax and NI (May 2017)	1,073.08	Tax	1,073.08									1,073.08
31/06/2017	483	7040	Nat West Bank	Bank Charges	12.60			Banking charges	12.60							12.60
27/06/2017	484	7041	R.Gwinneil	Postage	10.80								Postage			10.80
10/07/2017	485	7042	Andrew Sheehy	Green Fingers - War Memorial Maintenance	240.00							Grass cutting	240.00			240.00
23/06/2017	484	7043	AR Digital	Printing Costs May 2017	46.22											46.22
23/06/2017	484	7043	Wales Audit Office	Payment for 2014/15 Accounts	6,446.42			Professional fee	6,446.42					Photocopying	46.22	6,446.42
27/06/2017	484	7044	S. Edwards	Salary June 2017	932.98	Salary	932.98									932.98
29/06/2017	484	7045	R.Gwinneil	Salary June 2017	1,735.12	Salary	1,735.12									1,735.12
28/06/2017	484	7046	Flindiau Trefi	Donation towards Aberfest	1,000.00					Grants	1,000.00					1,000.00
29/06/2017	484	7047	TCBC Pension Fund	Employee/Employers Contributions (June)	571.75	Benefits	571.75									571.75
29/06/2017	484	7048	HMRG	Tax and NI (June 2017)	1,073.28	Tax	1,073.28									1,073.28
03/08/2017	485	7049	Aberllyry & District Museum	Council Grant	500.00					Grants	500.00					500.00
23/08/2017	486	7050	Aberllyry Town Band	J.Holt Ward Grant	200.00					Grants	200.00					200.00
23/08/2017	486	7051	Aberllyry Town Band	J.Holt Ward Grant	50.00					Grants	50.00					50.00
19/07/2017	485	7052	AR Digital	Printing Costs June 2017	44.81											44.81
18/07/2017	485	7053	Life Leisure Trust	Met Hls 6/3/17	214.50					Other	214.50					214.50
18/07/2017	485	7054	Andrew Sheehy	Green Fingers - War Memorial Maintenance	110.00							Grass cutting	110.00			110.00
21/07/2017	485	7055	Zurich Municipal	Council Insurance for year	627.72			Insurance	627.72							627.72
14/07/2017	485	7056	Garry White & Co	Quarterly Payroll	78.00			Professional fee	78.00							78.00
03/08/2017	485	7057	Aberllyry & District Museum	R Phillips Ward Grant	100.00					Grants	100.00					100.00
30/06/2017	484	7058	Nat West Bank	Bank Charges	16.10			Banking charges	16.10							16.10
02/08/2017	485	7059	S. Edwards	Name tags of Chairs Photo	8.00									Other	8.00	8.00
02/08/2017	485	7059	S. Edwards	Salary July 2017	933.18	Salary	933.18									933.18
31/07/2017	485	7060	R.Gwinneil	Salary July 2017	1,735.12	Salary	1,735.12									1,735.12
07/08/2017	486	7061	Trouble Shooters	Bank Charges	1.55			Banking charges	1.55							1.55
07/08/2017	486	7062	Trouble Shooters	Council Grant	200.00					Grants	200.00					200.00
07/08/2017	486	7063	Trouble Shooters	S. Bard Ward Donation	50.00					Grants	50.00					50.00
07/08/2017	486	7064	HMRG	J.Holt Ward Grant	50.00					Grants	50.00					50.00
09/08/2017	486	7065	GF Corp	Tax and NI (July 2017)	1,073.08	Tax	1,073.08									1,073.08
07/08/2017	486	7066	GF Corp	New Member Training	440.00											440.00
07/08/2017	486	7067	Euroffice	Sap - Now Printer Rental	302.89											302.89
08/08/2017	486	7068	TCBC Pension Fund	Employee/Employers Contributions (July 2017)	571.75	Benefits	571.75									571.75

Date	Account No	Account Name	Description	Debit	Credit	Balance	Banking charges	Other	571.75	571.75
30/11/2017	480	TCBC Pension Fund	Pension Nov 2017							
28/11/2017	489	R Gwinfall	November Salary	1,784.62		1,784.62			1,784.62	571.75
08/12/2017	481	Lydc Ridge	2 Reindeers for Winterfest	150.00		1,634.62				150.00
05/12/2017	490	One Voice Wales	Training 13/11/17	120.00		1,514.62				120.00
29/12/2017	482	Llanhilleth Tenants and Residents Assoc	R Clarke Ward Donation	50.00		1,464.62				50.00
22/12/2017	491	AYDMS	T Dyson Ward Donation	50.00		1,414.62				50.00
11/12/2017	491	AYDMS	T Dyson Ward Donation	50.00		1,364.62				50.00
29/12/2017	482	Llanhilleth Tenants and Residents Assoc	K Blogood Ward Donation	50.00		1,314.62				50.00
29/12/2017	492	Llanhilleth Tenants and Residents Assoc	A Rees Ward Donation	50.00		1,264.62				50.00
05/04/2018	496	Aberffraw Comprehensive School	G Smith Ward Donation	100.00		1,164.62				100.00
04/01/2018	492	ESF Direct	First Aid Kit	28.92		1,135.70				28.92
30/11/2017	489	Nat West Bank	Bank Charges	11.20		1,124.50				11.20
06/12/2017	491	BT	Phone Coats	94.78		1,029.72				94.78
04/12/2017	480	Llanhilleth Institute	Christmas Lights	184.00		845.72				184.00
08/12/2017	491	Aneurin Leisure Trust	Deposit for Hall Hire	100.00		745.72				100.00
19/01/2018	494	Dicky Tickers	R Phillips Ward Grant	50.00		695.72				50.00
28/12/2017	492	R Phillips	Amp Luses for Christmas Lights	4.69		691.03				4.69
28/12/2017	492	R Phillips	Fuse Holders	4.50		686.53				4.50
20/12/2017	491	AR Digital	Printing Coats - November 2017	114.50		572.03				114.50
29/12/2017	492	Aneurin Leisure Trust	Hall Hire	450.00		127.03				450.00
31/01/2018	494	Perry Morgan	Large Popples	80.00		47.03				80.00
21/02/2017	481	Burnell & Little Memorial Fund	Council Grant	200.00		127.03				200.00
07/02/2018	495	Blaenau Gwent District Rugby	Council Grant	100.00		27.03				100.00
27/12/2017	492	AI Bounce	Winterfest	230.00		27.03				230.00
22/12/2017	491	Animal Encounters	Winterfest	300.00		27.03				300.00
19/12/2017	491	Flora Argwin (Story Telling)	Winterfest	100.00		127.03				100.00
09/01/2018	494	Lydc Ridge	Winterfest	250.00		127.03				250.00
18/12/2017	491	Aberffraw Workmen's Institute	Solar Farm Grant	1,500.00		1,377.03				1,500.00
27/12/2017	492	Zion Miners Chapel	Solar Farm Grant	1,000.00		377.03				1,000.00
29/12/2017	492	Friends of St Bells Park	Solar Farm Grant	2,204.00		1,173.03				2,204.00
09/01/2018	494	Aberffraw Youth Drama and Music Soc	Solar Farm Grant	2,000.00		173.03				2,000.00
20/12/2017	491	Cwmilly Llancheon Club	Solar Farm Grant	1,500.00		173.03				1,500.00
27/12/2017	492	A Cox (Shiggleton Kal)	Solar Farm Grant	866.99		86.04				866.99
27/12/2017	491	Aberffraw & district Youth Band	Solar Farm Grant	2,000.00		1,136.04				2,000.00
03/01/2018	491	Llanhilleth Parish Hall	Solar Farm Grant	1,000.00		136.04				1,000.00
21/12/2017	491	King Street Baptist Church	Solar Farm Grant	1,800.00		136.04				1,800.00
20/12/2017	491	Blaenau Gwent Baptist Church	Solar Farm Grant	200.00		136.04				200.00
03/01/2018	492	Aberffraw Excelsors Football Club	Solar Farm Grant	2,000.00		136.04				2,000.00
27/12/2017	482	Ebbw Fach Choir	Solar Farm Grant	500.00		136.04				500.00
19/12/2017	491	Bishop Street Almonds	Solar Farm Grant	500.00		136.04				500.00
16/01/2018	494	Aberffraw Lions Club	Solar Farm Grant	1,500.00		136.04				1,500.00
27/12/2017	492	Ebenezer Baptist Church	Solar Farm Grant	1,000.00		136.04				1,000.00
20/12/2017	491	Aberffraw Ladies Ophelus Choir	Solar Farm Grant	1,000.00		136.04				1,000.00
09/01/2018	494	Swing Community Centre	Solar Farm Grant	1,210.00		136.04				1,210.00
20/12/2017	491	Aberffraw Ophelus Males Voice Choir	Solar Farm Grant	1,000.00		136.04				1,000.00
20/12/2017	491	Aberffraw Royal British Legion	Solar Farm Grant	2,000.00		136.04				2,000.00
11/01/2018	494	Bourneville Ladies Club	Solar Farm Grant	200.00		136.04				200.00
20/12/2017	491	Royal Welsh Regt Association	Solar Farm Grant	1,500.00		136.04				1,500.00
22/01/2018	494	Aberffraw Ladies Bowls Club	Solar Farm Grant	250.00		136.04				250.00
20/12/2017	491	Aberffraw Community Events Group	Solar Farm Grant	1,500.00		136.04				1,500.00
04/01/2018	493	Llanhilleth & District Bowls Club	Solar Farm Grant	250.00		136.04				250.00
28/12/2017	492	Llanhilleth JFR	Solar Farm Grant	800.00		136.04				800.00
28/12/2017	492	Royal Welsh Regt Association	Solar Farm Grant	1,800.00		136.04				1,800.00
28/12/2017	492	Friends of St Illtyds	Solar Farm Grant	750.00		136.04				750.00
28/12/2017	492	Brynffithal Community Centre	Solar Farm Grant	1,500.00		136.04				1,500.00
27/12/2017	492	The Kicksplate Gallery	Solar Farm Grant	1,500.00		136.04				1,500.00
20/12/2017	491	Newfille Community	Solar Farm Grant	1,021.00		136.04				1,021.00
19/12/2019	491	R Gwinfall	December Salary	1,735.12		1,735.12				1,735.12
20/12/2017	481	S Edwards	Salary	933.18		842.00				933.18
01/02/2018	484	TCBC Pension Fund	Pension Dec 2017	571.75		270.25				571.75
24/01/2018	494	HMRC	Tax and NI Dec 2017	1073.08		163.17				1,073.08
27/12/2017	492	Welsh Water	Industrial Unit	86.72		76.45				86.72
31/01/2018	484	EasyFlags	2 Flags	122.40		158.85				122.40
28/12/2017	482	Commercial Christmas	3rd Payment	4,989.60		1,147.25				4,989.60
29/12/2017	482	Nat West Bank	Bank Charges			1,147.25				1,147.25
01/02/2018	484	TCBC Pension Fund	Pension January	571.75		571.75				571.75
02/02/2018	484	Garry White & Co	Payroll	78.00		493.75				78.00
31/01/2018	494	Viking Payments	Stationery	65.70		428.05				65.70

The Community Council of Abertillery and Llanhilleth

	Annual Return 2017/18		Year Ending	
			31-Mar-17	31-Mar-18
			£	£
1. Balances B/F			57,575	65,552
2. (+) Annual Precepts			94,500	98,155
3. (+) Other Receipts			1,232	40,542
4. (-) Staff Costs			29,602	53,488
5. (-) Loan and in Repay			0	0
6. (-) Total other payments			58,153	108,211
7. (=) Balance Carried forward			65,552	43,550
8. (+) Debtors			0	0
9. Total Cash and Investments			65,552	43,550
10. (-) Creditors			0	0
11. Balances C/F			65,552	43,550
12. Total assets			191,030	191,030
13. Total Borrowing			0	0
14. Trust Funds			No	No

Account Summary - For the year ending 31st March 2018

		Capital Reserve Account	Current Account	Gratuity Account	Chairmans Appeal Account	Totals
Balance	01-Apr-17	42,952.60	21,683.86	4.82	911.25	65,552.53
Income						0.00
Precept			99,155.25			99,155.25
VAT Reclaim			4,629.03			4,629.03
Bank Interest		10.87				10.87
Allotment Rent			335.50			335.50
Wreathes BGCBC			125.00			125.00
Solar Farm Grant			35,000.00			35,000.00
Chairmans Charity Events			441.67			441.67
Total Income		10.87	139,686.45	0.00	0.00	139,697.32
Expenditure						
Salaries			32,126.46			32,126.46
Tax and NI			14,056.31			14,056.31
Pension			7,305.61			7,305.61
Member/Staff Training			1,196.00			1,196.00
Fees and Subscriptions			16,117.83			16,117.83
Insurance			627.72			627.72
Banking Charges			180.89			180.89
Discretionary Payments/Grants			69,314.11			69,314.11
Infrastructure/Admin			20,774.53			20,774.53
Total Expenditure		0.00	161,699.46	0.00	0.00	161,699.46
Inter Account Transfers						
		5,000.00	5,000.00	0.00	0.00	0.00
Balance	31-Mar-18	37,963.47	4,670.85	4.82	911.25	43,550.39

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For Year 2017/18	Bank Reconciliation	
Current Account		
Bank Balance at 31/3/18		£10,617.43
Less OS Cheques 2017/18		
7146	Abertillery Comp School	£100.00
7232	One Voice Wales	£2,387.00
7235	St Illtyds School	£75.00
7236	Sofrydd School	£75.00
7237	Sofrydd School	£75.00
7238	St Illtyds School	£75.00
7239	AYDMS	£100.00
7240	Hospice of the Valleys	£100.00
7241	Zion Miners Chapel	£100.00
7242	Viking Payments	£135.18
7243	AR Digital	£84.52
7244	Communicate Better	£271.46
7245	Cir P Adamson	£87.50
7246	TCBC Pension Fund	£571.75
7247	HMRC	£1,073.08
7248	R Gwinell	£7.37
7249	Gary White & Co	£78.00
7250	St Illtyds School	£75.00
7251	Sofrydd School	£75.00
7252	Abertillery Bluebirds U10's	£100.00
7253	Abertillery Bluebirds RFC	£100.00
Total OS Cheques		£5,745.86
Adjusted Bank Balance		£4,871.57

Business Reserve Account:

Bank Balance at 31/3/18		£37,963.47
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Chairmans Appeal Account

Bank Balance at 31/3/17		£911.25
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Old Gratuity Account

Bank Balance at 31/3/17		£4.82
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£43,751.11

No Reconciliation as no outstanding transactions on this account

No Account Activity in 2017/18

No Account Activity in 2017/18

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Abertillery and Llanhilleth Community Council (ALCC) – Accounts Variance Statement

Significant variances between the 2016/17 and 2017/18 Annual Return are explained in the table below.

	31 March 2017	31 March 2018	Variance	Why the variance?
3. Total other receipts	£1,232	£40,542	+\$39,310	The 2018 figure includes £35,000 received from the solar farm company, for ALCC to distribute for local community benefit, as well as a VAT reclaim
4. Staff costs	£29,602	£53,488	+\$23,886	For most of 2016, there was one member of part time staff, who spent some time off work without pay. No pension contributions were paid for that member of staff. Late in 2016, the Council recruited two part time staff and enrolled in a pension scheme, as required by law. Full year costs for these two staff and pension contributions were paid in 2017/18
6. Total other payments	£58,153	£108,211	+\$50,058	The 2017/18 figure includes £35,000 solar farm grants paid out by the Council and increased spending on the War Memorial ramp and WAO fees, as agreed by the Council
7. Balances carried forward	£65,552	£43,550	-\$22,002	Increased spending in 2017/18 resulted in decreased balances at year end to carry forward into 2018/19
9. Total cash and investments	£65,552	£43,550	-\$22,002	As above. The Council has no non-cash investments
11. Balances carried forward	£65,552	£43,550	-\$22,002	As per 7 above

Richard Gwinnell
 Clerk and Responsible Financial Officer
 7 May 2019

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**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
CYNGOR CYMUNED ABERTYLERI A LLANHILEDD**

E-mail : clerk.alcc@gmail.com Telephone 01495 217323

Agende Item 8

www.abertilleryandllanhilleth-wcc.gov.uk

Council Offices,
Mitre Street,
Abertillery, Blaenau Gwent. NP13 1AE.

Swyddfa'r Cyngor,
Stryd Meitre,
Abertyleri, Blaenau Gwent. NP13 1AE.

**The accounts listed hereunder are presented at the 15 May 2019 Council Meeting
(Finance Order No 1 – April 2019 to May 2019)**

Cheques that have been Presented between 5 March 2019 to 5 May 2019.

Payee	Nature of Payment	Amount	Date of payment
BT	Phone/Internet	£66.08	08/03/19
Tillery Dragons Netball	Council Grant	£200.00	14/03/19
Sharon Mason	Council Honorarium	£75.00	18/03/19
AR Digital	Feb Printing	£46.55	19/03/19
Llanhilleth Junior Rovers	A Rees Ward Donation	£50.00	20/03/19
Llanhilleth Junior Rovers	G Clark Ward Donation	£50.00	20/03/19
Llanhilleth Junior Rovers	K Bidgood Ward Donation	£50.00	20/03/19
Knit and Natter Group (<i>Llanhilleth</i>)	Council Grant	£100.00	20/03/19
Ian Bradley	Council Honorarium	£40.00	22/03/19
M Lewis	Members Allowance	£150.00	27/03/19
Welsh Hearts	Locked Cabinets	£405.00	01/04/19
Python IT	3 MS Office Licences	£120.00	01/04/19
Staff Costs	Salaries – March 2019	£2,793.49	Various
TOTAL:		£4,146.12	

Income during the period: None confirmed by bank statement

**Current Account Balance as at 5 April 2019 (Latest Bank Statement): £35,241.05
This includes bank charges to that date.**

Cheques that have been issued but not yet presented as at 7 May 2019

P Morgan - Members Allowance	7460	£150.00
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Tillery Dragons - T Williams Ward Grant	7462	£100.00
AYDMS - T Williams Ward Grant	7464	£100.00
AYDMS - T Dyson Ward Grant	7473	£50.00
Staff Costs March – Tax, NI and Pension	7483 & 7484	£1,732.59
Abertillery Rock and Blues Festival - Council Grant	7490	£200.00
Llanhilleth Heritage Society – Council Grant	7491	£100.00
Wales Air Ambulance – Council Grant	7492	£200.00
Abertillery Excelsiors – Solar Farm Grant	7493	£35,000.00
AR Digital – Printing costs Nov 2018, previous cheque lost and has been cancelled	7494	£74.56
Communicate Better Ltd – Office 365 2018/19	7495	£226.22
Blaenau Gwent CBC – Rent for GelliCrug Allot	7496	£10.00
Green Fingers – Cut#1	7497	£85.00
Garry White & Co – Payroll	7498	£78.00
Viking Payments – Stationary	7499	£147.83
AR Digital – March Printing	7500	£55.32
Imperative Training Ltd – AED Signs	7501	£300.00
Welsh Hearts – 2 Defibrillators and 1 external cabinet	7502	£2,485.00
Clr G Smith – Mileage	7503	£45.90
Welsh Water – Standing Charge for Industrial Unit	7504	£65.12
TOTAL:		£41,205.54

Invoices Received or Council Decisions Made – Cheques not yet Issued:

Payee	Nature of Payment	Amount
SSE	Christmas Lights Electricity 2017 – Previous cheques list and has been cancelled	£944.70
SSE	Christmas Lights Electricity 2018	£562.92
Green Fingers	Cut#2	£85.00
AR Digital	April Printing	£19.74
CF Corporate	Printer Lease – June to August 2019	£350.89
Roman Builders	Removal of Christmas Lights	£720.00
	TOTAL:	£2,683.25

Current account position as at 7 May 2019

Opening Balance:	£35,241.05
Cheques Outstanding:	£41,205.54
Outstanding invoices/liabilities	£2,683.25
Precept	£234,000
Solar Farm Grant	£35,000

Subtotal remaining: £ 260,352.26

£1,590 from this balance is ring-fenced for the Defibrillators Project for installation costs

£1,201.60 from this balance is ring-fenced for Chairs Charity.

Outstanding Grant Applications:

Acid Attack Kits: 3 x £59.95 = £179.85

Friends of St Illtyd – Heritage Day Event Portaloo Hire: £156.00

Bobath Children's Therapy Centre Wales – No Amount

Blaenau Gwent Volunteer Achievement Awards Sponsorship of Award £250.00

Abertillery Mini & Juniors Community Project: £10,000

Reserve Account Position as at 5 March 2018: £16,593.61

£15,000 will be transferred into the Reserve Account to cover the costs of the Defibrillator Project and replace the £15,000 transferred out of the Reserve Account in December 2018 for this purpose.

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9 (a)



Clerk Clerk <clerk.alcc@gmail.com>

FW: Info on Acid attack kits

1 message

sarah.burchell@blaenau-gwent.gov.uk <sarah.burchell@blaenau-gwent.gov.uk>
To: clerk.alcc@gmail.com

10 April 2019 at 12:34

Good Afternoon

I hope it is ok to contact you all with this information and apologies to those who are receiving it for second time.

I have attached some information for you on an initiative that I am working closely with my partners in Gwent Police to roll out in licensed premises in Blaenau Gwent. The initiative has already been launched in Caerphilly.

Myself and my colleague, PC Williams, Police Licensing/Harm Prevention officer have been trying to encourage licensee's to purchase the kits themselves at a cost of £59.95. Licensing department and Gwent Police are going to fund three kits each and I was wondering if the Town Council's may be in a position to also fund and donate some kits to licensed premises of their choice in the town centre. I have already approached Councillor Hodgins, who is hopeful that Brynmawr Town Council will support the initiative and Tredegar TC will be purchasing two. I am awaiting an update from Blaina TC, but as of yet I have not received any comments from Coun. Julie Holt who I have emailed to see if support can be given to some licensed premises in the Aberfillery area.

So far we have had a commitment from a number of licensed premises to purchase the kits at their cost.

We plan to have a lunch event on the 2nd May where all partner agencies and licensees will be invited to attend where an awareness training session will be provided on the use of the kits.

Please contact me if you have and any questions.

Many Thanks

Sarah Burchell

Swyddog Gorfodaeth Trwyddedu/Licensing Enforcement Officer

Gwasaneath Diogelu'r Cyhoedd, Cyngor Bwrdeisdref Sirol Blaenau Gwent, Swyddfeydd Bwrdeistrefol, Canolfan Dinesig, Glyn Ebwy, NP23 6XB

Public Protection Service, Blaenau Gwent County Borough Council, Municipal Offices, Civic Centre, Ebbw Vale, NP23 6XB

Ffôn / Phone: 01495 355059

Ebost / Email: Sarah.Burchell@blaenau-gwent.gov.uk

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9(b)



Clerk Clerk <clerk.alcc@gmail.com>

Re: Grants for heritage days

1 message

Friends of St Illtyd <fosi.illtyd@gmail.com>

16 April 2019 at 15:30

Reply-To: friends@illtyd.co.uk

To: Clerk ALCC <clerk.alcc@gmail.com>

Dear Steve,

Hello again. I've received a quote, from A1 Group in Bridgend, for hiring a couple of portaloos; it will be £100 for 2 portaloos, plus £30 delivery & collection, plus VAT, a total of £156.00. So, this is the amount we would be requesting financial assistance for.

If you need any further information, please don't hesitate to ask.

Kind regards,

Helen

On Mon, 15 Apr 2019 at 11:21, Clerk ALCC <clerk.alcc@gmail.com> wrote:

Good Morning Helen

Would it be possible to ask for a specific amount and then tell us what that specific amount will be used for. The Council usually gives between £100 and £200. We cannot give any money for direct church repairs but I see this for a heritage day so that will not be an issue.

Regards

Steve Edwards
Deputy Clerk
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

On Tue, 9 Apr 2019 at 16:59, Friends of St Illtyd <fosi.illtyd@gmail.com> wrote:

Dear Sir or Madam,

I'm writing on behalf of the Friends of St Illtyds, the voluntary group who look after St Illtyds Church in Brynithel. I understand that the Community Council sometimes gives small grants to organisations such as ours for running heritage open days. We are planning to hold a heritage open day at St Illtyds Church on Saturday 22nd June, and would like to apply for any financial assistance that may be available.

I would be happy to supply any more information if needed.

Many thanks and kind regards,

Helen Leicester
Secretary
Friends of St Illtyd

--
Helen Leicester
Secretary
Friends of St Illtyd

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9(c)



Clerk
Abertillery and Llanhilleth Community Council
Council Offices
Mitre Street
Abertillery
Blaenau Gwent
NP3 1AE

*Email sent 3.5.19
Amount?
Local Impact?*

24th April 2019

Dear Clerk,

Bobath Children's Therapy Centre Wales is a registered charity providing specialist therapy to children from all over Wales who have cerebral palsy. This year we need to raise £1.5 million to keep the centre running at current levels and we would be very grateful if you could help us by providing a grant.

The following facts and figures underline the importance of the services provided by Bobath Wales and the significant difference grants and donations can make to children from all parts of Wales with cerebral palsy. The figures refer to the year 2017-18.

- 76% of our revenue income came from donations, gifts in Wills, retail and fundraising activity.
- We provided 1,744 sessions of specialist therapy and treated 343 children.
- As of December 2018, we had 696 children on our caseload.
- All our services are provided free of charge to families - from the initial assessment to therapy sessions and our Family Support Service
- For every £1 we spend on fundraising, we raise £5.

Cerebral Palsy is a permanent disorder of posture and movement resulting from brain damage before, during, or up to 2 years after birth. It can affect a child's movement, sensation, perception, cognition, communication, eating and drinking. In some children, all these functions are affected. It is the most common disability in childhood in the world. Around **1 in every 400 children** will have the diagnosis and it is estimated that there are **1,800 children in Wales today** who have cerebral palsy. Each year around **70 babies in Wales** will be born and diagnosed with the condition.

You could help make a difference to children in Wales with cerebral palsy by making a grant to Bobath Children's Therapy Centre Wales. This will enable us to continue to help children such as William...

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Making a difference to children who have cerebral palsy • Gwneud gwahaniaeth i blant sydd â pharlys yr ymennydd



Bobath Children's
Therapy Centre Wales
19 Park Road, Whitchurch
Cardiff CF14 7BP
Telephone: (029) 20522600
Fax: (029) 20521477

Royal Patron/Noddwraig Ffrwydwr: HRH The Duchess of Gloucester GCVO
Patron/Neodwr: Bryn Terfel, CBE
Registered Charity/Eiwsen Gofrestradig: 1010183
Company limited by guarantee/Cwmni cyfyngedig drwy warant: 02691690
E-mail/Ebost: info@bobathwales.org
Website/Gwefan: www.bobathwales.org

Canolfan Therapi Plant
Bobath Cymru
19 Heol y Parc, Yr Eglwys Newydd
Caerdydd CF14 7BP
Ffôn: (029) 20522600
Ffacs: (029) 20521477

Rebecca, William's mum, says:



“William was born by emergency caesarean section at 33 weeks. He spent 22 days on the Special Care Baby Unit. He was initially ventilated but progressed well. We were then told that there was damage to his brain.

“At 3 months old an MRI scan confirmed this and a diagnosis of cerebral palsy was given. We were told that it was impossible to know how this would affect William in terms of gross motor development, visual difficulties and learning difficulties. We were told to wait and see. I scoured the internet looking for answers.....**and we found Bobath Wales. That first email to them was life changing.** We were offered help - assessment and treatment for William, and support for our family.

“The therapists taught us how to modify our handling in a way that would encourage him to develop more complex movements. His core strength dramatically improved and following a block of therapy, William was able to sit on his own. Following a further block of therapy, William started crawling. William is now able to walk independently - he falls a lot and is very clumsy but he **has exceeded all our expectations.**

“The intensity, duration and expertise of Bobath therapy have produced **astounding results.** We feel privileged to have had help and support from Bobath Wales and are sure that William's achievements are due to the skill of the therapists so early on in his life. We just wish this was available for all children with brain injuries. We still don't know what the future holds for William but I've a feeling he's going to continue to surprise us.”

This heartfelt testimonial demonstrates the difference Bobath Wales can make, not only to a child with cerebral palsy, but to their family. I hope it will inspire your members to support us this year.

I enclose a copy of our latest annual review but if you have any additional queries please do not hesitate to contact Rachel Morgan, Head of Income Generation, on 02920 522600 or via email at fundraising@bobathwales.org.uk.

Thank you in advance for your consideration for this year.

**Jennifer Carroll MA MCSP PGC(HE)
Centre Director / Consultant Physiotherapist**



Clerk Clerk <clerk.alcc@gmail.com>

RE: FAO Jennifer Carroll - Bobath request for grant assistance

1 message

Fr Support <Frsupport@bobathwales.org>
To: Clerk ALCC <clerk.alcc@gmail.com>

7 May 2019 at 15:26

My apologies Richard!

Within the last 2 years we have worked directly with 6 children from Blaenau Gwent. Presently we have another 10 children on our waiting list from this area.

I hope this helps.

Kind regards,

Kate

From: Clerk ALCC [mailto:clerk.alcc@gmail.com]
Sent: 07 May 2019 14:31
To: Fr Support
Cc: Kathryn James
Subject: Re: FAO Jennifer Carroll - Bobath request for grant assistance

Great - many thanks Kate. One more thing. Our Community Council is in Blaenau Gwent, not Monmouthshire. Can you give some numbers relating to our area please?

Best wishes

Richard Gwinnell

Town Clerk

Abertillery and Llanhilleth Community Council

Council Offices, Mitre Street, Abertillery. NP13 1AE.

(Telephone 01495 217323)

On Tue, 7 May 2019 at 12:22, Fr Support <Frsupport@bobathwales.org> wrote:

Hi Richard,

Thank you for such a prompt response to our letter, and apologies for the delay in responding to you over the bank holiday weekend.

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At Bobath Children's Therapy Centre Wales we focus on the ability and not the disability. Our mission is 'to improve the quality of life of children in Wales who have cerebral palsy'.

As you may already be aware, it is estimated that there are approximately 1,800 children living in Wales today who have cerebral palsy and each year an additional ca. 70 babies will be born with the condition. Without regular therapy children may experience increasing difficulties as they grow older, as the injuries to the brain can arrest certain areas of development.

The difference our therapists make to the children we see is best summarised by the families who receive our support – Sarah, 1 year old Elodie's mum says: "Luckily for us and tons of others there is an incredible charity called Bobath Wales. They will work with Elodie as she grows up and they make us feel so supported. When we first went to their centre I sat on the floor and cried with relief that they existed. They are unbelievable, and enhance so many little lives."

We provide our services free of charge for every family and rely on fundraising and donations for more than ¾ of our income. We are extremely grateful therefore for any support which enables us to continue our services. This year we need to raise £1.5 million to keep providing our current level of service. Quite simply, we could not keep the centre open without gifts from individual donors and fundraisers.

Within the last 2 years we have worked directly with 10 children from Monmouthshire. Presently we have another 18 children on our waiting list from this area.

Any donation is very gratefully received. Please find below some more specific details of how your donation might help:

- £5 can buy - Body brushes which can help to decrease tactile sensitivity and increase body awareness of arms or legs in preparation for either hand function skills or for example, lifting their legs to help with dressing.
- £10 can buy - Torches to help guide the children who have low vision to a toy
- £20 can buy - Special switches to help children who have very limited movement to turn on a toy.
- £50 can buy - New benches to be used in therapy to increase the capacity of gross motor skills for the child such as sitting and standing and transitioning from one to the other
- £337 can provide - A session of specialist Bobath therapy for a child with cerebral palsy (1 hour & 15 minutes in duration)

We look forward to hearing from you.

Many thanks and kind regards,

Kate

Kate Mansell

Fundraising Support Coordinator

Work days: Monday, Tuesday, Wednesday 9:30-3:30

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Bobath Children's Therapy Centre Wales / Canolfan Therapi Plant Cymru

19 Park Road, Whitchurch, Cardiff, CF14 7BP

Tel: 029 20522600

www.bobathwales.org

Twitter: @bobathwales

facebook.com/bobathwales



From: Clerk ALCC [mailto:clerk.alcc@gmail.com]

Sent: 03 May 2019 13:09

To: Fundraising

Subject: Fwd: FAO Jennifer Carroll - Bobath request for grant assistance

Hello Jennifer

The Community Council will be looking at your letter dated 24 April, seeking the Council's financial support for Bobath, very soon.

The Community Council traditionally grants in the region of £100 to £350 (very rarely any more) to local organisations (within the Abertillery and Llanhilleth area) on merit, depending what the grant is for, but the Council does not give any grant funding at all, unless the request contains a specified amount of money.

Additionally, the Council has decided in the past NOT to give to charities or national organisations which have multiple other sources of income, unless there is a clear, direct and substantial benefit to identifiable people within the Abertillery and Llanhilleth Community Council area. This impact needs to be spelt out clearly.

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Please can you therefore spell out clearly what the impact of any donation would be on local people in our area, and specify an amount requested.

The sooner you reply with these details, the sooner the request can be considered by the Council. I am not, of course, able to predict the outcome of their consideration, except by reference to previous decisions on donation requests from national charities or organisations, which I have done above.

Many thanks

Best wishes

Richard Gwinnell

Town Clerk

Abertillery and Llanhilleth Community Council

Council Offices, Mitre Street, Abertillery. NP13 1AE.

(Telephone 01495 217323)

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Opportunity to Sponsor Blaenau Gwent Volunteer Achievement Awards

1 message

Chelsea Coles <chelsea.coles@gavo.org.uk>
 To: "clerk.alcc@gmail.com" <clerk.alcc@gmail.com>

24 April 2019 at 14:50

Dear Richard Gwinnell,

My name is Chelsea and I am part of the team of Volunteering Officers at Gwent Association of Voluntary Organisations (GAVO) covering the Blaenau Gwent County Borough Area.

My role is to help young people find volunteer placements in the area so that they can grow and develop and give something back in their local community. One of the ways in which we celebrate the brilliant work that volunteers undertake is by holding an annual Volunteer Achievement Award Ceremony. This year, the Blaenau Gwent Volunteer Achievement Awards will be held on,

Thursday 17th October, 6 – 8:30pm

Llanhilleth Miners Institute

Our ceremony is attended by the Mayor of Blaenau Gwent, Leader of the Council, Cabinet Members, local councillors, Assembly Members and Members of Parliament, and the High Sherriff of Gwent in the presence of Brigadier Aitken CBE, Her Majesty's Lord-Lieutenant of Gwent.

The Awards create a brilliant opportunity for organisations to promote themselves through sponsorship and I wanted to explore whether or not you would be interested in supporting an Award and/or contributing towards the costs of the event. The sponsorship can create a platform for increased visibility of your company's brand, and give you a great way to show you are directly supporting local communities across Blaenau Gwent County.

We have already confirmed sponsorship for the evening from Aneurin Bevan University Health Board, Gwent Police, The Office of Police & Crime Commissioner of Gwent, Tai Calon Housing and United Welsh.

Our colleagues at Blaenau Gwent County Borough Council work with us to promote the event across all media platforms, including local press and radio, social media and websites of the various organisations involved. Any sponsorship is identified on all of the documentation associated with the process, press and media releases.

There are seven key Awards which include Young Volunteer, Adult Volunteer, Environmental Volunteer(s), Group, Trustee, Personal Journey, Corporate Social Responsibility and Inspirational Volunteer of the Year. To provide you with an indication of the numbers involved, an average of 100 nominations across the categories, are received in each area and this number has increased year on year.

We can offer the following sponsorship packages to suit your budget:

1. Sponsorship of an award at the Awards evening - £250

Your Company logo on the award and all media associated with the process

Two tickets to attend the event on the night, meet other sponsors and dignitaries

You can present the award on the night

Be part of our independent Judging Panel

Photo opportunities and media coverage

SS

2. Sponsorship of specific elements of the Awards evening – we are looking for smaller sponsorship amounts to support the following, for example

26/04/2019

Gmail - Opportunity to Sponsor Blaenau Gwent Volunteer Achievement Awards

- £45 Pays for the certificate frames for our winners and runners-up
- £50 Supports the cost of entertainment from a local group
- £90 Pays for the teas and coffees for the event
- £95 Pays for our table decorations, balloons and selfie frames

It may be that you have other ideas that you would like to discuss with us. I would be happy to arrange a meeting to discuss things further.

Yours sincerely

Chelsea Coles

Youth Volunteering Officer | Swyddog Gwirfoddoli Ieuenctid (Blaenau Gwent)

Head Office | Y Brif Swyddfa: Ty Derwen, Church Road, Newport, NP19 7EJ | Tŷ Derwen, Heol yr Eglwys, Casnewydd NP19 7EJ

Direct Line | Rhif Ffôn: 01633 241 552

Mobile | Ffôn Symudol : 07507924772

Email | E-bost: Chelsea.coles@gavo.org.uk

Website | Gwefan: <http://www.gavowales.org.uk/>

Website | Gwefan: <http://www.volunteering-wales.net>

USEFUL INFORMATION

To register your volunteering hours and receive certification. Please email me, or visit <http://www.gavowales.org.uk/volunteering-recognition-of-hours-scheme>

Click on www.volunteering-wales.net for our current volunteering opportunities

Follow us on Facebook: <https://www.facebook.com/Newport-Volunteer-Centre>

Twitter: <https://twitter.com/GVolunteering>



Gwent Association of Voluntary Organisations
Cymdeithas Mudiadau Gwirfoddol Gwent

Gwent Association of Voluntary Organisations 2017
Company Limited by Guarantee: 5590517
Reg. Charity No: 1113558
www.gavo.org.uk



Canolfan Tystiwrdd
Sector Cymru
Third Sector
Support Wales



INVESTORS IN PEOPLE | BUDDSODDWR
MEWN POBL



I Gymunedau, gyda Chymunedau | For Communities, With Communities

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Abertillery Mini & Juniors community project

1 message

darren davies ·
To: clerk.alcc@gmail.com

25 April 2019 at 17:03

To whom it may concern,

As this season is coming to a close and the club is setting out plans for next season and getting ready for the upcoming AGMs and Asset transfer of the ground from the local council I like to update you on what's been done and what we would like to achieve as a mini & juniors and hopefully in tandem with the youth & seniors as we come closer and working together as one club.

Abertillery BG Mini & Juniors Mission Statement (2018-2019) and what we set up to achieve this season and think we have done a really good job achieving this:

- To promote, encourage and foster Rugby Union in Abertillery, Blaenau Gwent and the surrounding areas to enable its successful development at all levels for the benefit of all participants
- To develop players to the highest possible standard and to become one of the leading community clubs in Blaenau Gwent.
- To strengthen the bonds between the Club and the local community, schools and colleges to promote the game and encourage maximum use of the facilities
- To continue to offer and improve facilities for Rugby and introduce others where feasible to the game.
- To create a strong commercial and financial base in order to maintain and continue to invest in our mini & juniors and improve our facilities, equipment and playing & leisure kit so players feel valued at the club carry on developing and reach their potential and progress to youth & seniors with AbertilleryBG & Dragons

Going forward for 2019-2020

As a club, We aim to empower, children and young people to engage in sport inclusively and diversely allowing them to take ownership and promote health and wellbeing. We are piloting a new partnership with the youth service and have signed up our U14s to work towards the Duke of Edinburgh Award Scheme and this is a great qualification to gain which they will hopefully progress onto silver and gold awards.

Abertillery is a town situated in Blaenau Gwent, over the years it has seen a decrease in industry and small businesses, leisure facilities becoming run down, centres closing and local parks degenerating. We would like to see the community of Abertillery rebuild through young people having increased opportunity to par-take in sport, community events and integrated learning.

For the most disadvantaged families, we would like to be able to offer 10 children between the ages of 7yrs and 15yrs the chance at a 'scholarship' programme with our local rugby team. These children would be referred in by local agencies working with these families through families first, YOS, youth services, education and Tai Calon. Included would be their monthly cons, club registration fee with the WRU, training and match kit. We would like to promote engagement, participation, diversity and inclusion to empower children and young people to take hold of opportunities that are given to them.

Alongside our 'scholarship' we would like to improve the standards of our rugby grounds to aid the players experience, making it a creative and positive environment for people to come together as part of a community to smile, laugh, make friends and grow.

Our rugby grounds have been subject to ASB over the past few years with young people setting fire to the outer changing room walls, littering the park and causing a genuine nuisance.

The project to develop a club house under the main stand & artwork outside on the damaged and burnt walls of the stand we would look to approach local children and young people and encourage them to help us develop our park using a graffiti artist to design our front wall and back wall. The idea will be based on club history, rugby and our heritage of the area with a focus on the great teams that have played there over the years and players that have played for Abertillery and gone to play for Wales And British & Irish Lions.

Through our Tillery Tigers programme in partnership with Play on Development and Sports Development we have created a pathway so children learn basic rugby skills, make friends and having fun, evolving into a young person continuing in the sport, further developing their skills, taking opportunity by the hands and socialising with peers through to an adult, a positive role model for children and young people of the community.

Young people will be given an opportunity to sign and spray the wall at various stages in the hope that they will take ownership of their own projects to help reduce ASB and promote change down the park. Young people would also be

involved in the signage that will be placed on the Grandstand welcoming the community to Abertillery BG RFC, giving it a new, fresh and young person focused look.

As part of our health and well-being through sport we aim to provide the park next to the rugby ground with outdoor exercise facilities. Outdoor exercise is becoming more and more popular, with many local parks opting for this look. If we are successful in funding we would hope to provide the park with 4 machines to start, each to be chosen with children and young people in mind.

We are looking to get to know our community better and empower them to participate in the events and activities that we put on at Abertillery BG RFC Park. In order to attract people to our club, we are in need of a bright, new, colourful look to give us the best possible opportunity of reaching some of the most disadvantaged families in the area.

Article 29 states that children and young people have the right to be the best that they can be. We believe abertillery BG RFC our will have a great impact on the community by providing families who cannot afford to sustain their children's hobbies with opportunity to be included, breaking down the barriers that prevent them from meeting their children's needs and requirements with our programme to fund young people to partake in sport.

Article 31 of the UNCRC states that children and young people have the right to play and we hope that this can be achieved through the asset transfer of the ground by providing somewhere that is safe, clean and modern for our young people with adequate facilities they can access free of charge.

Any funding and support we can get would make a huge difference to our community and the work we wish to do, promoting inclusion and diversity to support children and young people in sport, their health and wellbeing in Abertillery and Blaenau Gwent.

I am looking to raise £10000 for this project and looking at funding grants and working in partnership with Greg Morgan from the local authorities youth service.

Kind regards
Darren Davies

Sent from my iPhone

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COUNCIL 15 MAY 2019

CHRISTMAS LIGHTS WORKING GROUP – MEETING HELD ON 26 APRIL 2019

Present:

Councillors: Gill Clark (in the Chair), Julie Holt, Rob Phillips and Glyn Smith

Officers: Steve Edwards, Deputy Clerk

1: The Deputy Clerk reported that a contract had been given to Romans Builders to take down the Christmas Lights which would then be stored at the Council Offices in Mitre Street.

2: RECOMMENDATIONS TO THE COUNCIL:

- (1) That the Council take out to tender for the following Christmas Lighting and the proper officers to take all relevant steps to bring tenders back to Council for its June meeting to decide on the Christmas lighting for 2019. The tender to be based on the supply, install and removal of
 - a. **Church Street up to King Street Junction:** Christmas lighting and figurines
 - b. **Somerset Street up to the junction of Commercial Street:**
 - i. 100m of LED Icicle lights to existing support wires
 - ii. LED Cross Street "Seasons Greeting" decoration
 - c. **St Michael's Church:** 4m tall commercial grade artificial tree, incorporating lighting for the tree.
 - d. **Abertillery Arcade:** Christmas Lighting within the arcade.
 - e. **Six Bells, Alexander Road:**
 - i. 100m of festoon lighting with LED coloured lamps
 - ii. 11 figurines to existing columns
 - f. **Warm Turn:** 4m tall commercial grade artificial tree, incorporating lighting for the tree.
 - g. **Cwmtillery Ty-Dan Y Wal:** LED coloured lights into existing Fir Tree
 - h. **Aberbeeg, Bus stop opposite Woodland Terrace:** 100m LED coloured lights into existing trees behind bus stop.
- (2) That the Council use the existing lights that are already installed at Bournville Road Residents Hall.
- (3) That Council give a grant of £3,000(the amount in the successful tender that was part of the overall Council costs was £2,646) to Llanhilleth Tenants and

Residents Association for them to arrange Christmas lighting for Commercial Street.

- (4) That Council give a grant of £1,500 to Swffryd Community Centre for the installation of a Christmas Tree and Lights
- (5) That Council give a grant of £1,500 to Brynithel Community Centre for the installation of a Christmas Tree and Lights.

10 (b)

Tourist and Leisure group meeting 1st May 2019

Attending: Cllrs Dyson, Bidgood, Oakley, Simmons, Phillips, Clark

Chris Lewis (treasurer Cricket club), Steve (clerk), Neil (rugby club), Gareth (cricket club)

Apologies: Cllr Lewis, Lucas

Party in the Park/Rugby 7's

Date Decided: 17 August 2017

Rugby will need 4 toilets on the rugby field.

Medicare: 3 person

Trophies: for the rugby club - Roger to let me know how many.

Bins - 2 on the rugby club.

help with printing from the rugby club
costs for referee's

cricket club to provide food for our field.

At this time there is no recommendations to council. Just information on the date.

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Shop LOCAL WG Meeting.

10(c)

Date & Time

02/05/2019 at 6 pm.

Location

ALCC Offices

Attendees

ML, PA, RP

Apologies

None

Discussion Points

1. The two missing banners were discussed and RP suggested contacting B.G.C.B.C to find out if they had removed them.
2. The public toilet situation in town was then discussed and what could be done about it, RP suggested that a scheme could be created where the businesses in town Witherspoons and Trinity Chapel (once opened) could use their toilets along with the Library and Met and the SLWG would like to put this recommendation forward to the LTWG.
3. PA suggested that a leaflet be created for the location of the toilets and other points of interest within Abertillery Town Centre, RP and ML also suggested that this leaflet be a fold up one as they had seen done for other towns through the country.
4. Jubilee Square was then discussed and holding Events inside it such as table top sales, record fairs and craft fairs etc. Confirmation was required on who was responsible for it and if it was B.G.C.B.C could the slab paving floor be power washed for safety reasons so it can be walked on in wet conditions by the public. ML also suggested holding a clean up day of The Green Walk which is connected to it by community councillors, business owners and the public so that this link is also made available to use up into the town centre.
5. ML the drone film footage of Abertillery Town and its surrounding area is this still under the SLWG or now under the L&TWG and when is it likely to proceed ahead?
6. ML & RP road closures responsibility and cost required for the Fun Run.
7. Confirmation required on the Ebbw Fach Trail and if the SLWG can suggest to the Ebbw Fach Trail Group to apply for an amount of Solar Farm Funding money to carry out a few repairs on the Ebbw Fach Trail so that this to can connect to Abertillery Town Centre from Llanhilleth Train Station.



Six Bells Memorial

1 message

Michelle.Hicks@blaenau-gwent.gov.uk <Michelle.Hicks@blaenau-gwent.gov.uk>
To: clerk.alcc@gmail.com

1 May 2019 at 09:12

Sent on behalf of Councillor Tim Sharrem**Dear Sir/Madam**

I wrote to the Town Council in October 2018 (emails attached for your information) on behalf of Mr. & Mrs. Hayward of ; who informed me that they pay an annual visit to the Memorial erected in remembrance of the Six Bells Colliery explosion. Unfortunately there are no receptacles for flowers to be placed nor are there any barriers to enable them to be tied.

I asked in this email if the Town/Community Council could kindly consider having something installed to allow flowers to be placed safely by families who wish to lay flowers on anniversaries. I was informed in October that a Town Councillor would visit the site to undertake the necessary investigations to ascertain if receptacles for flowers could be installed at the Memorial.

I appreciated that this would take some time, however it is now some 6 months since my original request and to date I have received no further correspondence since that in October. I would be grateful if I could receive an update on the request I made on behalf of Mr & Mrs Hayward as another anniversary will soon be upon us and it would be nice for Mr & Mrs Hayward to be able to pay their respects and lay flowers in a safe place.

I look forward to your response on this matter.

Kind regards

Councillor Tim Sharrem**Michelle Hicks**

Leaders Office / Swyddfa arweinwyr

Democratic and Corporate Services /Gwasanaethau Democraidd a Corfforaethol

Blaenau Gwent County Borough Council / Cyngor Bwrdeistref Sirol Blaenau Gwent

Civic Centre / Canolfan Ddinesig

Ebbw Vale / Glyn Ebwy

NP23 6XB

Tel / Ffon: 01495 356011

Email / Epost: michelle.hicks@blaenau-gwent.gov.uk

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r neges ebost hon, ynghyd ag unrhyw ffeiliau sydd ynghlwm wrthi, yn gyfrinachol ac at ddefnydd yr unigolyn neu sefydliad y cyfeiriwyd hi ato. Pe dderbynioch y neges hon mewn camgymeriad, byddwch mor garedig a rhoi gwybod i'r rheolwr system. Mae'r nodyn hwn hefyd yn cadarnhau bod y neges ebost hon wedi cael ei archwilio am bresenoldeb feirws cyfrifiadurol.

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----- Forwarded message -----

From: <clerk.alcc@gmail.com>
To: <alyson.carrington@blaenau-gwent.gov.uk>
Cc:
Bcc:
Date: Fri, 19 Oct 2018 08:33:07 +0000
Subject: Re: Memorial
Hi Alyson

I have just been speaking to one of our Councillors and he confirmed what you have said that we are responsible for it. We are going to visit on Monday and see what the state of it is and what we can then provide.

Regards

Steve Edwards
Deputy Clerk
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

On Fri, 19 Oct 2018 at 09:16, <alyson.carrington@blaenau-gwent.gov.uk> wrote:

Hi Steve,

Councillor Sharrem has been informed that it's to Community Councils. ?????

Al

From: Clerk ALCC [mailto:clerk.alcc@gmail.com]
Sent: 19 October 2018 08:56
To: Alyson Carrington
Subject: Re: Memorial

Good Morning Alyson

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Do you know who actually owns and maintains the memorial site down at Six Bells

Regards

Steve Edwards

Deputy Clerk

Abertillery and Llanhilleth Community Council

Council Offices, Mitre Street, Abertillery. NP13 1AE.

(Telephone 01495 217323)

On Thu, 18 Oct 2018 at 15:32, <alyson.carrington@blaenau-gwent.gov.uk> wrote:

Hi Lesley

I have recently spoken to Mr. & Mrs. Hayward who informed me that they pay an annual visit to the Memorial erected in remembrance of the Six Bells Colliery explosion. Mrs. Hayward informed me that her father was killed in the explosion and she visits every year on the anniversary to lay flowers for her father.

Unfortunately there are no receptacles for flowers to be placed nor are there any barriers to enable them to be tied.

Mrs. Hayward has asked if I could request on her behalf, that the Community Council kindly consider having something installed to allow flowers to be placed safely.

I would be very grateful for your kind consideration regarding this matter and I look forward to hearing from you shortly.

Many thanks and best wishes.

TIM SHARREM

COUNTY BOROUGH COUNCILLOR

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ALYSON L. CARRINGTON**DEMOCRATIC SERVICES OFFICER****DEMOCRATIC & CORPORATE SUPPORT****BLAENAU GWENT COUNTY BOROUGH COUNCIL****TEL. 01495 – 357811****EMAIL. Alyson.carrington@blaenau-gwent.gov.uk**

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Mae'r nodyn hwn hefyd yn cadarnhau bod y neges ebost hon wedi cael ei archwilio am bresenoldeb feirws cyfrifiadurol.

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