



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

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Our Ref: **NOTICE OF MEETING**

19 September 2018

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 26 September 2018 at 7.00pm**. The agenda for the meeting is set out below.

The Council may suspend standing order 1(z) if it wishes the meeting to last beyond two hours, at the appropriate point in the meeting.

Yours sincerely

Richard Gwinnell
Clerk to the Council

COUNCIL AGENDA
WEDNESDAY 26 SEPTEMBER 2018 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 25 July 2018 (attached)

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

4. Questions from the public

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

5. Blaenau Gwent Play Service: Play Sufficiency

To receive a verbal report from representatives of the above.

6. Council Action List (attached)

To update Council on actions taken resulting from past decisions.

7. Police Update

To receive an update from the local Police on relevant issues.

- 8. Centenary Events 2018 Working Group Report (attached)**
To receive an update and any recommendations arising since the last Council meeting.
- 9. Shop Local Working Group Report**
To consider (a) a shop local survey update and (b) a shop local planned way forward.
- 10. Reports back on other meetings or training attended on behalf of ALCC**
To receive verbal reports on meetings or training attended by members or officers on behalf of the Council, or where there may be an important impact on the Council or communities of ALCC.
- 11. Zebra Crossing at Alexandra Road (attached)**
To receive a verbal update and decide what next steps to take about the above.
- 12. Annual Return and Governance Statement 2016/17 (attached)**
To seek approval to the above, for submission to the Wales Audit Office.
- 13. Vacancy for a Councillor**
To consider applications to be co-opted into the remaining vacancy on the Council.
- 14. Abertillery Public Toilets**
To discuss the closure of the toilets.
- 15. Community Asset Transfers (attached)**
To discuss and respond to Blaenau Gwent County Borough Council's proposals.
- 16. Solar Farm Grants**
To discuss whether to apply for further grants this year and headline proposals for their use.
- 17. Remembrance Sunday**
To decide what arrangements are required this year.
- 18. Winterfest and Christmas Lights Switch-on**
To decide the date and the Council's contribution to the above.
- 19. Finance Order (attached)**
To consider spending to be made and already made.
- 20. Chairman's announcements and other relevant correspondence**
To receive announcements from or deal with correspondence raised by the Chairman or officers.
- 21. Celebrating Local Success**
To receive verbal reports on local achievements and successes.

**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY
COUNCIL (A&LCC) HELD ON 25 JULY 2018 at 7.00pm
in the Council Chamber, Mitre Street, Abertillery**

PRESENT: Councillors:

Peter Adamson, Steve Bard, Ivor Beynon, Keri Bidgood, Gill Clark (Vice Chair) (in the Chair), Roger Clark, Tracey Dyson, Mark Lewis, Rob Phillips, Nick Simmons, Glyn Smith, Bernard Wall, Graham White and Trudy Williams

Officers: Stephen Edwards, Deputy Clerk and Richard Gwinnell, Clerk

Others: None

ABSENT: Councillors Julie Holt (Chair), Ross Leadbeater, Perry Morgan and Allen Rees

37. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies were received from Councillors Julie Holt, Perry Morgan and Allen Rees.

38. DECLARATIONS OF INTEREST

The following personal interests were declared (later in the meeting, when the relevant items arose):

Councillor	Agenda Item	Minute no.	Type of interest	Reason for interest
Roger Clark	15: Grant applications	51	Personal and prejudicial	He was the Chairman of Abertillery BG Rugby Football Club, the applicants for a grant
Gill Clark	15: Grant applications	51	Personal only	She was the Chairman's wife.

39. MINUTES – COUNCIL – 27 JUNE 2018

Council RESOLVED that the minutes of the Council meeting held on 27 June 2018 be confirmed as a correct record, for signature by the Chair.

40. QUESTIONS FROM THE PUBLIC

There were no public questions for this meeting.

41. COUNCIL ACTION LIST

Councillor Phillips referred to decision 112 (4). He stated that all the floodlights at the Abertillery War Memorial were working. If the floodlights were redirected as suggested by Councillor Morgan, they would shine on the end wall of the adjacent house, which was not desirable. He suggested that this item now be removed from the action list.

Councillor Simmons referred to decision 11 (27 June 2018). He stated that the public questioners were very keen to progress a campaign for an Abertillery Rail Link and asked whether they could be invited to meetings of the Well-being Working Group, as this could be a well-being project. The Clerk confirmed that anyone could be invited to attend working group meetings and contribute. However, if they were to be permanent members of the working group, Council would need to agree that.

Council AGREED:

- (1) to note the progress reported and
- (2) to remove reporting back on floodlighting at the War Memorial from the action list.

42. POLICE UPDATE

The report received from the Police was **NOTED**.

43. CENTENARY EVENTS 2018 WORKING GROUP (CEWG) REPORT

Councillor Dyson (Chair of the CEWG) reported (main points):

- the working group was now meeting every two weeks and had met on 17 July
- the Council's Silent Soldier had been installed
- the "there but not there" silhouettes bid was being chased to ensure they arrived on time for the WW1 Party in the Park
- the Royal British Legion had provided £100 for prizes for the children's (year 5 and year 6) WW1 poetry competition
- flyers and posters had gone to the schools and been put on Facebook
- the WW1 Party in the Park would be held on the cricket pitch at Abertillery Park; approval to use the rugby pitch had been refused
- the day would include a local talent competition, with local bands having a slot to perform and promote themselves
- there would be stalls, toilets, an Abba tribute band, a stage, lighting, military displays, bins, St John's Ambulance etc, which needed to be paid for
- discussions were being held with local bus companies on a park and ride service
- lists of who would be performing and costs were being prepared
- it was not possible to get a grant from the Armed Forces Covenant as their area grants committee did not meet until after the event, in late September
- other options for external funding would be explored
- more money was needed to ensure a successful event in any case
- the Council was asked to earmark an extra £7,500 from reserves, to be used if other funding did not become available from external sources
- she hoped this would be one of the best events A&LCC had ever put on
- the Council had already paid for talks in four local primary schools; the CEWG had agreed that these should take place in all the local primary schools, with the extra cost (£150) met from the money already set aside.

The Deputy Clerk confirmed that the current estimate of costs was £9,183 but this did not include everything which would need to be paid for (e.g. lighting). Approx £4,000 remained from the money already earmarked by the Council for centenary events. Other event organisers had been contacted and the average cost for an event such as

WW1 Party in the Park was around £10,000.

Councillor Dyson proposed that an extra £7,500 be earmarked from reserves, for use if needed, and asked whether other members were interested in helping out.

The Chair stated that Councillor Rees had signalled his resignation from the working group but had since reconsidered and asked if he could withdraw his resignation. She felt that Councillor Rees had made a good contribution already and should be able to stay on the working group.

The Clerk explained that if a member resigned, they could not withdraw that. However, the Council could agree to re-appoint Councillor Rees to the working group.

Lengthy discussion ensued on the membership of the working group and the need for all members to help where they could with arrangements for the WW1 Party in the Park.

It was pointed out that Councillor Morgan had resigned as Chair of the working group but had not signalled whether he had resigned from the group altogether. He had been asked twice for confirmation by the Clerk, in writing, but he had not replied.

Councillor Williams stated that she would like to serve on the working group.

Councillor Smith had not attended working group meetings to date, because he had not been informed of meetings by the former Chair. He stated that he would however attend future meetings of the working group, now that he knew about them.

Councillor White stated that he wished to remain on the working group but may not be able to attend many meetings.

Questions were asked about the validity of the working group, as so few members had attended, and about the suggested involvement of the Well-being Working Group.

Councillor Dyson explained that the Royal British Legion and Comrades reps were attending meetings and helping, but more help was needed from A&LCC councillors.

Councillor Simmons (Chairman of the Well-being Working Group) stated that the WW1 Party in the Park was clearly a community well-being project. He had therefore asked members of the Well-being Working Group to assist where needed (but withdrawn the earlier suggestion that WW1 Party in the Park come under that working group's remit).

Councillor Phillips stated that he was working closely with the Chair of the working group, in his Ffrindiau Tyleri (FT) role, as FT would be supplying gazebos, barriers etc. FT would appreciate recognition in the event publicity, for their contribution.

Council **AGREED:**

- (1) to note progress made on the WW1 Party in the Park
- (2) to re-appoint Councillor Allen Rees to serve on the CEWG
- (3) to accept Councillor Perry Morgan's resignation from the CEWG
- (4) to appoint Councillor Trudy Williams to serve on the CEWG, in place of Councillor

Perry Morgan

- (5) to earmark an extra £7,500 from reserves for spending on the WW1 Party in the Park, should it be needed (*two members voted against this proposal*)
- (6) that efforts continue to seek external funding for the event, and this be used first if obtained, so as to reduce the call on reserves
- (7) to acknowledge the help of FT in the event publicity.

44. SHOP LOCAL WORKING GROUP (SLWG) REPORT

Councillor Lewis, Chairman of the SLWG reported or replied to questions (main points):

- on the proposals of the SLWG referred to on pages 25 to 29 of the agenda
- on the working group's proposed window sticker design
- that the working group would benefit from a small amount of money, set aside by the Council, to signal its intention to progress a shop local campaign
- that the original poster he had designed, along with the "Keep Calm and Shop Local" poster could be used in the campaign at different times
- the survey he had originally proposed (and an additional question about links to the A&LCC website) could be used for the shopkeepers and traders
- that the questions proposed on the back of the "Keep Calm and Shop Local" poster could be used as a public survey, to be conducted via Facebook
- he proposed to go round the shops with the posters and questions and report back to Council with retailers' feedback
- there was a need for more regular activities in town, e.g. Shop Local Saturday, music events etc, perhaps 5 a year (including Aberfest and Winterfest)
- other local attractions such as The Guardian and Cwmtillery Lakes should be promoted alongside the shops
- a shop local website could be created by local traders, with links to the A&LCC website
- question 2 of the proposed survey did not commit A&LCC to pay; it simply asked if shopkeepers felt the Council should help do so
- the quote of £250 for 10 banners was confirmed
- he had spoken to one trader about what other shops were needed in the town (e.g. a shoe shop, a haberdashery, a men's clothes shop) and what could be done to help bring that to fruition (e.g. advice on business start-up and funding)
- he could get firm quotes for banners, window stickers etc and report those back to the next Council meeting, along with the initial feedback from traders.

Councillor Bard (SLWG member) commented (main points):

- on the importance of working with the traders, not in isolation
- that there was no value in asking the public to support a shop local campaign if the traders were not on board first
- that young people's days, music mornings and other events could be organised, to help bring people into town and use the shops
- Abertillery Youth Drama and Music Society, local bands and local choirs would hopefully perform at no cost
- these ideas were potential ideas for the future
- the first step was to get local businesses committed to doing more to help

- before coming up with ideas for new shops, something had to be done urgently to save the existing shops, in partnership with traders
- if successful, and footfall increased, traders would then pass on the word to other potential traders, who may also then come and open a business in Abertillery, stemming the current tide of decline
- that Council should ringfence a small amount, to be used if needed, but only following positive feedback from traders and further Council decisions.

The Clerk advised that the Council could ringfence an amount of money from reserves to help kick-start a shop local campaign, subject to gaining trader commitment. This would raise people's expectations. If the Council subsequently did or spent nothing, this would damage relations and worsen the situation. He suggested that the Council agree to earmark £500 for this purpose, as a demonstration of its commitment in principle, subject to Council approval at a later meeting to any spending from that funding.

That proposal was moved, seconded and agreed.

Councillor Lewis was asked to speak to night time traders, as well as day time traders, during his survey. He was also asked to add "alongside businesses in the town" to question 2 of the proposed survey. He agreed to do so.

Councillor Beynon referred to an offer from a local businessman, to match fund any spending committed by local councillors. He asked that this offer be clarified and suggested that other local businesses may also be willing to contribute.

Council AGREED:

- (1) to the Chairman of the SLWG undertaking surveys of day and night time traders, and the public, as proposed by the SLWG, subject to proposed question 2 being amended to make clear that any financial commitment from the Council would be alongside (not in place of) any commitment from businesses
- (2) to receive feedback from the Chairman of the SLWG at its September meeting and
- (3) to earmark £500 from reserves to demonstrate its commitment in principle to help kick-start a shop local campaign, subject to gaining trader commitment and subject to Council approval at a later meeting to any spending from that earmarked funding.

45. REPORTS BACK ON OTHER MEETINGS OR TRAINING ATTENDED ON BEHALF OF A&LCC

Councillor Dyson outlined the report included in the agenda and stated that there would be an Armed Forces Covenant stall at the WW1 Party in the Park.

Councillor Beynon stated that he and Councillor Smith had attended a meeting on 24 July of the One Voice Wales Gwent Valleys Area Committee. He had handed some papers to the Clerk at the start of this meeting. An update was expected soon from Alun Davies AM on the review of town and community councils in Wales and on a rail link for Abertillery. He suggested that Alun Davies AM be invited back to speak to the Council again in the near future on these issues.

Council **AGREED** to note the reports back.

46. ZEBRA CROSSING AT ALEXANDRA ROAD

Councillor Bard expressed concerns about the proposal to relocate the zebra crossing on Alexandra Road, raising the following main points:

- its new location, right outside the shops, would prevent people parking their cars outside the shops and would deter passing trade, damaging viability
- the opening of the new Six Bells School may lead to a fourfold increase in children needing to cross the road
- it would be much safer for them to use the existing underpass
- Blaenau Gwent CBC had decided to go ahead, with no consultation at all
- shopkeepers were looking to A&LCC to support their objection and take the matter up with BGCBC
- he proposed that A&LCC write to BGCBC, expressing concern at the proposed relocation of the zebra crossing, proposing the underpass as a better solution and seeking reconsideration.

Debate ensued, with other members commenting (main points) that:

- the relocated crossing would be very near a corner, which was also dangerous
- the zebra crossing had been nearer the shops many years ago
- BGCBC moved it approximately 100 yards up the road previously
- moving the zebra crossing would cost money
- this money should be invested in improved lighting instead
- people would find the shortest route to cross the road, wherever that was
- there could be a case to move the zebra crossing, but that would damage trade; this was not an easy decision to make
- there were other options, which provided safe crossing points and parking bays
- islands could be used, as seen in Church Street, Ebbw Vale and elsewhere
- a representative of BGCBC Highways should be invited to A&LCC's September meeting.

Council **AGREED**:

- (1) that the Clerk write to BGCBC, expressing the Council's concerns, its suggestion of better solutions and its request for reconsideration of the proposal to move the zebra crossing and
- (2) that the Clerk invite a BGCBC Highways representative to the September meeting.

47. ACCOUNTS 2015/16 AND 2016/17 UPDATE

The Council considered the Clerk's report, which he outlined and explained in detail.

A member commented that organisations sometimes avoided writing cheques in March, to avoid the problem of uncashed cheques having to be accounted for twice. The Clerk stated that this lesson would be taken on board in future where possible.

Council **AGREED** (*with one member voting against and the remainder in favour*):

- (1) that the financial statements, bank reconciliation, income and expenditure accounts and annual summary attached in appendix A to the report fairly represent the financial position of the Council for the year ending 31 March 2016
- (2) that the financial statements, bank reconciliation, income and expenditure accounts and annual summary attached in appendix B to the report fairly represent the financial position of the Council for the year ending 31 March 2017
- (3) to authorise the Clerk/RFO and the Chair of the Council to complete and sign a letter of amendment, specifying the adjustments to the annual return for 2015/16 on the basis of the statements shown in appendix A to the report
- (4) to authorise the Clerk/RFO and the Chair of the Council to complete and sign the annual return for 2016/17 on the basis of the statements shown in appendix B to the report (and not on the basis of those agreed on 18 April 2018)
- (5) to authorise the Clerk/RFO to submit the letter of amendment to the 2015/16 accounts and the amended annual return for 2016/17 to the Wales Audit Office, as required.

Councillor White commented that the previous decisions to agree the accounts needed to be rescinded. The Clerk stated that the above decisions overtook previous decisions.

The Chair stated that a 4-page letter about the accounts had been hand delivered by Councillor White to the Clerk late this morning. Councillor White had also sent the letter by email to some members at approx 3.15pm today. She asked Councillor White if he wished to outline his concerns about the accounts, as some members had not yet seen or had a chance to read the letter.

Councillor White stated that the letter was not on the agenda so could not be discussed today. He stated that the Clerk had refused to read the letter today. Councillor White asked for the letter to be put on the agenda for the next meeting.

The Clerk advised members that Councillor White's letter was about the accounts. The September meeting would be too late to discuss the letter, as Council had been asked to agree the accounts today. He had not refused to read the letter today.

The Chair stated that the Clerk had discussed Councillor White's letter with her earlier. That was why she had asked Councillor White if he wished to raise his concerns now. The Clerk had been on his own in the office today and could not be expected to deal with 4-page letters delivered on the day of Council meetings. If all councillors delivered 4-page letters on Council days, and they needed to be dealt with there and then, there would be chaos. This was not the way to do business. The Clerk had not refused to deal with the letter today but had said he was unable to do so, unless Councillor White told him it was urgent. However, Councillor White was in the meeting now, other members were in the meeting now, and the accounts were being dealt with now, so now was the ideal time for Councillor White to speak and outline his concerns.

Councillor White left the meeting at this point.

The Chair asked for the minutes to record that Councillor White had been given a chance to outline his concerns but that he had chosen to leave the meeting instead.

48. APPOINTMENT OF INTERNAL AUDITOR FOR 2017/18

The Council considered the Clerk's report, which he outlined and explained in detail.

Council **AGREED**:

- (1) to appoint Hugh O'Sullivan to carry out the Internal Audit for the 2017/18 accounts
- (2) to delegate the power to agree the terms of engagement with the Internal Auditor to the Clerk and Responsible Financial Officer
- (3) to start preparations to go out to tender for Internal Audit services in future.

49. BUDGET 2018/19 – QUARTER 1 UPDATE

The Council considered the Deputy Clerk's report, which he outlined. He explained that there was currently an underspend (to the end of June) of £625. The current year-end forecast showed a potential underspend of up to £11,000. However, this did not take account of commitments which were not yet clear at this stage and should be treated with utmost caution, as the year was only one quarter through.

Council **NOTED** the report.

50. FINANCE ORDER

Councillor Wall asked why the actual amounts of staff salaries, pensions, tax and NI payments were not shown separately and why part-month payments were sometimes listed. He expressed his views forcefully, that members were not being given enough information and that "things had been better in the old days".

The Clerk explained that the finance order listed payments which had already gone out, payments where cheques had gone out but not yet been cashed and payments which were due to go out. The timing of these did not allow whole-month figures to be quoted each time, for example in relation to employee costs, as cheques went out at different times, e.g. for pension, salary and National Insurance payments. Both employees' salaries and on-costs were in the budget agreed by the Council and were specified in detail in the quarterly out-turn reports (e.g. on page 60 of this agenda). Nothing was being hidden; more information was given now to members and the public than ever before; and the purpose and timing of the various documents were different. The Clerk began to explain what had been reported in years gone by.

Councillor Wall left the meeting at this point.

The Chair asked the minutes to record that Councillor Wall had chosen to leave the meeting, rather than listen to the answer which was being given.

Other members commented (main points) that:

- things were done better now, as the Internal Auditor had reported
- members should not ask questions if they were not prepared to listen to answers
- if members were not prepared to take part properly, they should not be here at all

- we do not want to go back to how things were done in the old days
- the Council had almost been brought down by how things were done then.

Council **RESOLVED** unanimously to approve the payments listed in the Finance Order.

51. GRANT APPLICATIONS AND OPPORTUNITIES

(a) Abertillery BG Rugby Football Club

Councillor Roger Clark left the meeting, due to the interest he had declared earlier.

Discussion ensued on:

- the importance of defibrillators being sited locally, as they could save lives
- the cost of a defibrillator, whether inside or outside a building
- whether the defibrillator proposed was for members of the rugby club only or whether it would be available for community use e.g. at events such as WW1 Party in the Park.

Councillor Roger Clark was invited back into the meeting and was asked a series of questions. He responded that:

- the defibrillator would be located inside the dressing room, to prevent vandalism
- it would be for the rugby club, bowls club, cricket club and others to use
- the dressing room would be locked at other times
- for community events, a keyholder could be on site if requested, to enable use of the defibrillator if needed
- this would need to be by prior arrangement.

Councillor Roger Clark again left the meeting, due to his personal interest in this issue.

Council **AGREED** to grant £500 to Abertillery BG Rugby Football Club, to purchase a defibrillator, as long as it was available for community use by prior arrangement.

Councillor Roger Clark returned to the meeting, after the above decision was taken.

(b) Beatrice Green Memorial Event

Councillor Phillips spoke to the application submitted by Mick and Teresa Bishop and circulated to all members and published as a supplementary paper on 19 July 2018.

Following a motion from Councillor Bard, questions and answers and an amendment from Councillor Phillips:

Council **AGREED** (*with one member voting against*) to grant £300, to sponsor the programmes for the Beatrice Green commemorative event and pay towards the engraving of a plaque to Beatrice Green at the Ebenezer Chapel, subject to the Council's sponsorship being acknowledged in the programme for the day.

52. CHAIRMAN'S ANNOUNCEMENTS / OTHER RELEVANT CORRESPONDENCE

The Vice-Chair stated that she had no announcements.

The Clerk stated that the Council had received an invitation to attend a Fly the Red Ensign for Merchant Navy Day ceremony at Tredegar on 3 September. The Chair, Vice Chair and the Council's representative on the Armed Forces Covenant Steering Group could not attend. He asked if any other member would like to attend on behalf of the Council. Councillor Adamson volunteered.

The Clerk read out a letter from Six Bells Minstrels, thanking the Council for its recent donation. This had been a ward donation by Councillor Adamson. Members asked for the letter to be placed on the Council's website.

The Clerk explained that he intended in due course to add a great deal more information to the Council's website about the grants it gave to local community organisations, as helping local communities to help themselves was a very important part of what the Council did. Feedback and thank you letters from groups would be included in due course. Members agreed and welcomed the Clerk's proposed addition to the website.

Council **AGREED:**

- (1) that Councillor Adamson attend the Fly the Red Ensign event
- (2) that feedback on grants be added to the Council's website as soon as possible.

53. CELEBRATING LOCAL SUCCESS

No recent successes were reported.

Members were reminded that the next ordinary meeting was scheduled for Wednesday 26 September at 7pm, preceded by Dementia Friendly Training at 6pm.

The Chair wished members a good summer and success with the WW1 Party in the Park.

The meeting ended at 8.50pm.

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
26 SEPTEMBER 2018**

ACTION SHEET

This action sheet lists decisions previously taken by the Council, where specific action is required to implement the decision. Its purpose is to monitor those decisions, to ensure decisions are implemented and ensure Council is kept up to date on the situation.

Past decisions will remain on the decision sheet until they have been implemented and reported back to Council. 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 22.2.17	11	Report back to Council on communication protocols and social media (SM) guidance as part of a wider review of IT Policy, dealing with IT security, protocols, data protection, data retention, social media and other issues	Clerk / DC	Much completed. Work ongoing as part of GDPR. No need to stay on action sheet *
Council 12.7.17	42 (6)	Arrange Code of Conduct training – attendance mandatory for all members	Clerk	All have attended except 1 member
Council 27.9.17	76 (13)	Council agrees to replace or fix the broken gate at the Abertillery War Memorial site	DC	Quotes sought. None yet obtained. Ongoing
Council 25.10.17	109	Jubilee Square gates – lock – follow up	Clerk / DC	
Council 25.10.17	111 (3)	Contact Lawrence Memorials to take up their offer to clean the War Memorial itself at nil cost to the Council, prior to the 2018 Centenary Remembrance events	Clerk	90% complete: jet washing and lettering done, pointing to be done, press release and thanks required
Council 25.10.17	119	Progress the setting up of new email accounts for all members of the Council and for the officers of the Council as soon as possible, as discussed and with the policy caveats outlined	DC	New accounts went live on 17 Jan 2018. All members except three are using the new email accounts *
Council 8.11.17	128 (4)	Approach the church to see if they could improve the siting and lighting of the Stations of the Cross	Clerk / DC	
HR Ctte 29.11.17	HR8 (12)	Undertake the annual review of staffing levels in Oct/Nov 2018 before the budget is set for the following year	HR Ctte	
Council 29.11.17	145 (4)	Write to BGCBC to query whether any action can be taken about a regular fly poster in the A&LCC area, in liaison with Councillor White	Clerk / DC	No input received from Cllr White. Out of date. People can report via BG app *
Council 13.12.17	175	Progress direct debit mandates as soon as possible in respect of utilities bills such as gas, electric, water, telephone and internet services	DC	Phone + internet + electric now on DD. No gas. Water to be done
Council 31.1.18 ordinary	207	Publicise, via the Council's website, relevant funding streams to which local community groups or organisations may apply	DC	

Council 28.3.18	252 (3)	Liaise with Aberbeeg Community Centre to help them with storage solutions if possible	Cllr Phillips	In progress
Council 28.3.18	252 (4)	Refer Aberbeeg Community Centre's (ACC) well-being suggestions to the Well-being Working Group	Chair of WBWG (Cllr Simmons)	Completed *
Council 28.3.18	266 (2)	Work together on grants criteria for future consideration by Council	DC/Cllr Leadbeater	In progress
Council 18.4.18	279 (2)	Complete and sign the 2016/17 Annual Return	Clerk/RFO + Chair	Delayed pending 26 Sept meeting
Council 18.4.18	279 (3)	Submit the 2016/17 Annual Return to the Wales Audit Office	Clerk/RFO	Delayed pending 26 Sept meeting
Council 25.4.18	292 (2)	Pay up to £50 for a wreath on behalf of ALCC for the last post ceremony in Belgium	Clerk	Awaiting invoice from Cllr Morgan
Council 25.4.18	292 (4)	Report back on details and costs of proposed banners for Foundry Bridge	Cllr Morgan	
Council 25.4.18	293 (1)	Engage with traders – assess commitment from traders for a shop local campaign	Chair of SLWG (Cllr Lewis)	See updates below *
Council 25.4.18	294 (1)	Invite Simon Morgan of Admiral Nurses to a future Council meeting	Clerk	Rearranged for 24.10.18
Council 25.4.18	295	Cancel first aid training for all members and rearrange on an individual basis	Clerk	Cancelled for all. Re-booked for two *
Council 25.4.18	303 (4)	All existing key fobs in the possession of members be collected in (except Chair/Vice)	Clerk	In progress. Old key fobs re-coded so they no longer work
Council 9.5.18	8 (all)	Pay members allowances, unless members write to forego their allowances	Clerk	This will be done over the year ahead unless members forego them
Council 27.6.18	11	Work with the public questioners to see if something can be done to further campaign for an Abertillery rail link	Chair of WBWG (Cllr Simmons)	In progress
Council 27.6.18	17	Put a link to Street Games on the Council's website and Facebook pages and share information when appropriate	Clerk/DC	Completed plus links to many other organisations *
Council 27.6.18	22	Approach Wetherspoons to assess whether siting a defibrillator inside would be an option and report back	Clerk/DC	Initial approach made 9 Aug. Response awaited
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
Council 27.6.18	25	Report back on plans for replacing the Six Bells Post Office when more information is received from the Post Office	Clerk/DC	News awaited
Council 27.6.18	26	Renew the Council's insurance policy with Zurich	Clerk	Completed *
Council 27.6.18	28 (1)	Tracey Dyson elected as Chair of CEWG – amend committee memberships list	Clerk	Completed *
Council 27.6.18	28 (2)	Hold WW1 Party in the Park on 8 Sept 2018	Clerk/DC/ Chair of CEWG (Cllr Dyson)	Completed successfully *
Council 27.6.18	28 (4)	Manage all spending on the event	Clerk	Completed *
Council 27.6.18	28 (5)	Project Manage the event	Deputy Clerk	Completed *
Council	26 (6)	Ask Cllr Morgan if he is resigning from the	Clerk	Question asked. No

27.6.18		CEWG altogether or not		reply received *
Council 27.6.18	34 (a)	Report back on whether Abertillery Cricket Club had a grant last year from A&LCC	Clerk	They had a grant of £200 in May 2017 *
Council 27.6.18	34 (b)	Pay grant of £250 to BG Heritage Forum	Clerk	Completed *
Council 27.6.18	34 (c)	Pay £635.55 from the 2015/16 Chairman's Charity Appeal to Hospice of the Valleys	Clerk	Completed *
Council 25.7.18	43 (2) (3) (4)	Changes to Centenary Events Working Group membership – publish amended list	Clerk	Completed *
Council 25.7.18	43 (5)	Earmark an extra £7,500 from reserves for spending on WW1 Party in the Park, should it be needed	Clerk	See report to 26 Sept. £ will be transferred when final total known
Council 25.7.18	43 (6)	Continue to seek external funding for WW1 Party in the Park and this be used first if obtained, to reduce call on reserves	Clerk / DC / Chair of CEWG	No external funding obtained *
Council 25.7.18	43 (7)	Acknowledge the help of Ffrindiau Tyleri in the WW1 Party in the Park publicity	Clerk / DC	Completed *
Council 25.7.18	44 (1)	Amend question 2 and undertake surveys of day and night time traders and the public	Chair of SLWG	Surveys undertaken – reported back Sept *
Council 25.7.18	44 (2)	Report back to Council 26 Sept 2018	Chair of SLWG	Surveys undertaken – reported back Sept *
Council 25.7.18	44 (3)	Earmark £500 from reserves to demonstrate commitment in principle to help kick-start a shop local campaign, subject to gaining trader commitment and subject to Council approval at a later meeting to any spending from that earmarked funding	Clerk	Noted
Council 25.7.18	46 (1)	Write to BGCBC with concerns re moving the zebra crossing on Alexandra Road, Six Bells	Clerk	Completed *
Council 25.7.18	46 (2)	Invite BGCBC reps to the September meeting to discuss the zebra crossing relocation	Clerk	Invited but not attending – members updated by email *
Council 25.7.18	47 (3)	Complete and sign a letter of amendment to the 2015/16 accounts	Clerk and Chair	Completed *
Council 25.7.18	47 (4)	Complete and sign the Annual Return for 2016/17	Clerk and Chair	Delayed pending 26 Sept Council
Council 25.7.18	47 (5)	Submit the 2015/16 amendment letter and 2016/17 annual return to the WAO	Clerk	Delayed pending 26 Sept Council
Council 25.7.18	48 (1)	Appoint Hugh O'Sullivan to carry out the Internal Audit for the 2017/18 accounts	Clerk	
Council 25.7.18	48 (2)	Agree terms of engagement with the Internal Auditor	Clerk	
Council 25.7.18	48 (3)	Start preparations to go out to tender for Internal Audit services in future	Clerk / DC	
Council 25.7.18	51 (a)	Grant £500 to Abertillery BG Rugby Football Club to purchase a defibrillator, as long as it was available for community use by prior arrangement	Clerk	Completed *
Council 25.7.18	51 (b)	Grant £300 to sponsor the programmes for the Beatrice Green commemorative event and pay towards the engraving of a plaque to Beatrice Green at the Ebenezer Chapel, subject to the Council's sponsorship being acknowledged in the programme for the day	Clerk	Completed *
Council	52 (1)	Attend the Fly the Red Ensign event	Cllr Adamson	Completed *

25.7.18				
Council 25.7.18	52 (2)	Add feedback on grants to the Council's website as soon as possible	Clerk / DC	

Abbreviations

DC = Deputy Clerk

PQ = Public Question

Ctte = Committee

CEWG = Centenary Events Working Group

SLWG = Shop Local Working Group

A&LCC = Abertillery and Llanhilleth Community Council

Cllr = Councillor

BGCBC = Blaenau Gwent County Borough Council

RFO = Responsible Financial Officer

DBS = Disclosure and Barring Service

WBWG = Well-being Working Group

Author: Richard Gwinnell, Clerk to the Council

Updated: 18 September 2018

Report from Centenary Working Group

WW1 Party in the Park (8th Sept 2018)

Abertillery and Llanhilleth Community Council had set up a WW1 Centenary Working Group to co-ordinate and plan activities around the 100-year celebration of the end of the First World War. The event was held and despite the less than perfect weather went off successfully, with approximately 500-600 people attending.

BACKGROUND

At Council meeting on 27th June 2018, following a report from the Chair of the Working Group, Cllr Tracey Dyson, the Council resolved to hold an event in Abertillery park on 8th September called WW1 Party in the Park. That £4,500 remaining from £5,000 already budgeted for Centenary Events and any other monies granted from external sources for the event be delegated to the Clerk to spend without further reference to Council and the Deputy Clerk appointed Project Manager for the event.

At Council meeting on 25th July 2018 Council earmarked a further £7,500 from reserves for spending on WW1 Party in the Park. This meant there was a total spending limit for the event of £12,000.

COSTS

The Actual costs of the event is shown below.

Stage Hire + temp lights	£3,300.00
Abba Tribute band	£1,170.00
Insurance	£112.00
Booking of Cricket Pitch (BG)	£132.00
Pashy Pops (WW1 Show)	£150.00
Toilets	£606.25
First Aid - MediPatrol	£350.00
WW1 Medicines Workshop	£1,140.00
WW1 Food rationing and	
Poppy making	£1,074.00
Bins	£145.92
Marshalls (food and drink)	£100.00
Inflatable slide and inflatable	
castle	£250.00
Band - Swing Commanders	£800.00
Stu Gold (Compare)	£50.00
Banners	£425.00
Hi-Vis Vest	£82.00
Torfean Play service	£500.00
Licences	£46.00
C&R Travel (Park and Ride)	£240.00
	£10,673.17

It should be noted that:

1. No VAT recovery has yet been claimed, but it estimated that approximately £1,000 - £1,700 will be recovered back to Council accounts.
2. The costs are in line with anecdotal evidence we received from other Local Authorities in putting similar outdoor events.

RESOURCES

The main resources called upon to organise the event was the Centenary Working Group, the Chair of the Group, the Deputy Clerk in his role as Project Manager, and the Clerk in his role as Finance and background support. It is estimated that the combined totals for the 2 Councils Officers is more than 350 hours work on this. The Chair of the Working group approximately 200 hours work which includes her time on Social Media at weekends and evenings.

The Members of the working group meet fortnightly for an hour each time, but also kept in touch via a Social Media Group. The members of the group were

Clr Tracey Dyson (Chair), Clr Alan Rees, Clr Trudy Williams, Clr Glyn Smith, Don McCulluch and Geoff Nash (RBL), Tony Baughurst and Martin Parfitt (Royal Welsh Regt Assoc). Clr Graham White is a member of the working group but did not attend any of the meetings or take part at any point on the day of the event.

Members of Ffrindiau Tyleri (Clr Rob Phillips, Des Ward, and Lee Edwards) helped in the planning of the event and were invaluable and an essential part the event before, during and after. The event would not have been as successful without this partnership.

On the day there were several volunteers who gave up their time to act as Stewards from Aberystroth Heritage and Martin Holt. A mention should also be given to 104th Artillery Regt RA who were also part of the planning process as we neared the event.

This illustrates that an event such as this needs the partnerships outside of Council to succeed and it should not be underestimated the time and effort across all parts that is required.

PUBLICITY AND PUBLIC ENGAGEMENT

The two main thrusts to publicise the event was through banners/posters and through social media. 14 banners were placed throughout the Community Council area at key points where they would be visible from the road and one was placed at the entrance of Abertillery Park. Smaller A4 posters were put up in bus

stops/shelters across the Community Council area and A4 posters were given into local shops for their display.

Clr Tracey Dyson led on the social media campaign. There was a daily countdown to the event and each day a different attraction was highlighted at being at our event. A WW1 Party in the Park events Facebook page was set up which could handle questions from the public and give out information such as for the Park and Ride. From 27th July up to the 8th Sept, the events page reached 21,000 people with 614 active responses.

Mr Tees own Facebook page was obviously instrumental with the big response that he had.

For any future events it is essential that the organising group has access to expertise in this area of communication with that person also willing to devote a large amount of time to keep it going.

THE EVENT - LOCATION.

The event was held on the outfield of the Cricket Ground in Abertillery Park which is a perfect site to hold such events. It is a flat surface which has easy access for both public and event contributors. The site is big enough to accommodate crowds and activities and with the use of the Cricket Pavilion to provide changing facilities and undercover command and first aid centre it should be our primary choice for any future events.

There is an adjacent Car Park which was not filled but the public numbers were not as high as expected because of the unsettled weather, this is something that again would have to be managed for future events, but the relative success of the Park and Ride from the Town Centre Car Parks goes a long way to provide Car park capacity mitigation for future events.

THE EVENT – ENTERTAINMENT AND ACTIVITIES

By and large this was successful, there was a period during the afternoon where nothing was going on at the stage, but we did have a jazz band pull out from appearing an hour before the event started, which left a gap, here is also some learnings to be had about holding talent showcase type of activities. Disney Princesses, Pashy Pops and Swing Commanders have indicated that they would like to attend future events, the Disney Princesses were very good at interaction before and after their stage slot.

The number, mixture and location of the stalls was successful, and I have had good feedback in general from the stallholders, and from the catering/drink stalls. All the catering/drink's stalls would be happy to attend future events, this includes Mr Tees Ice Cream, who could hold an event on their own.

The Children's area with the crafts, sandpits and inflatable slides was a big success and is something that should be built upon for future events.

The Army were happy with their display and the interest in generated for them.

The two WW1 displays were sparsely attended, and a lot of thought should go into doing something similar again as the public participation did not justify the costs. However, the RBL motorbikes were a big hit all round, and they gave up their time for free.

LEARNINGS

1. For any future events the planning and organising should start at least 6 months before the event so that stall holders and entertainment can be booked and confirmed in plenty of time. This was still happening a week before the event which is not an ideal place to be.
2. Giving a longer lead time would also allow the organising group more scope to see if external grant funding for the event or any infrastructure (seating, gazebos, tables etc) can be found, typical it takes 3-9 months to go through a funding process.
3. The cricket ground, if used again, has space for more stalls (the main limiting factor, is the number of gazebos and tables we have access to via Ffrindiau Tyleri). It would be possible to have a further 8-10 stalls.
4. The event timing should be started and finished earlier, say from 12:00 (noon) through to 7pm. This would allow everything to finished in the daylight and help mitigate any health and safety issues with event staff being on site in the dark after a long day.
5. Any activity, such as talent showcases/competitions, for under 18's needs a lead in time that encompasses time when the children are in school that publicity can be better delivered.
6. There needs to be some public seating near the stage and/or the food/drink outlets. This was remarked on the day by people attending and there has been some feedback the same.
7. Some further activities to be found for children and adults, such as old-style Victorian Fair, this can be investigated.
8. There needs to be better control of dog access, which should not be allowed on any sporting grounds
9. Bicycles will be banned from the actual grounds of any future events, provision could be made for a bike park for anyone attending the event.
10. We could manage a single entry/exit if we concluded the event by 7pm which will then allow stallholders time to pack up after the public have left.
11. We should have manual clicker on the entrance so that we count attendees



Clerk Clerk <clerk.alcc@gmail.com>

Re: FW: Abertillery & Llanhilleth Community - Zebra Crossing at Alexandra Road, Six Bells, Abertillery

1 message

steve bard <stevebard.alcc@gmail.com>

17 August 2018 at 13:35

To: Julie Holt <julieholt.alcc@gmail.com>

Cc: Clerk ALCC <clerk.alcc@gmail.com>, Gill Clark <gillclark.alcc@gmail.com>

Hi all

I have been to the Premier shop and spoken to Mr Mehat. Both he and I have huge concerns still. The situation to us is one of safety. Firstly if the crossing goes as proposed the only access to the car park opposite will be directly over the zig zags of the crossing as that junction to the public car park is only 5 to 10 yards from the crossing site. Surely a safer option would be a crossing warden (lollipop man/lady) where all children would have a level of supervision whilst crossing. This would only be needed an hour or so a day and negate the need to blight the businesses 24/7.

I also feel that the CBC have treated these businesses poorly as they were not included in any of the initial discussions and decisions were made before they knew anything about them.

I would like this on the September Council Agenda as I feel we should keep our objections live. We may not be able to change their mindset but if anything should happen adversely we will have fulfilled our obligations to the electorate by voicing our concerns albeit they may be ignored.

Regards

Steve

On Fri, 17 Aug 2018, 12:28 steve bard, <stevebard.alcc@gmail.com> wrote:

Regardless of the TRO we all know that police resources in the area are stretched to their limit and it is clear they cannot effectively deal with the current situation regarding parking. I fear that with increased traffic and other factors around the junction this will be dangerous zebra crossing or not. I will try to speak to Mr Mehat today and advise accordingly.

Regards

Steve

On Fri, 17 Aug 2018, 12:19 Julie Holt, <julieholt.alcc@gmail.com> wrote:

Hi all,

I can't see that we have an argument as long as the TRO is looked at and is favourable towards the shops. We knew there would be all sorts of issues relating to the school. As Clive says there is a Car Park right opposite and parking opposite the shop is illegal at the moment which is definitely a safety issue in itself. It certainly causes an issue with traffic when cars are parked there as if a bus stops at the bus stop, queues of traffic form behind the bus. I know, it has made me late for meetings on a few occasions!

Julie Holt

Community Councillor - Six Bells Ward

Chair - Abertillery & Llanhilleth Community Council

07800982603

On Fri, 17 Aug 2018 at 12:02, Clerk ALCC <clerk.alcc@gmail.com> wrote:

Dear members (paper copy to B Wall)

Please see Clive Rogers' response below about the zebra crossing at Alexandra Road, Six Bells, and my response to him. There doesn't seem to be much mileage in discussing this again. Clive Rogers has however asked ALCC to reconsider its objection.

Please can the Chair, Vice Chair and Cllr Bard (who raised the issue initially) let me know if you would like this on the agenda again for September Council.
Best wishes

Richard Gwinnell
Clerk to the Council
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

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

From: **Clerk ALCC** <clerk.alcc@gmail.com>
Date: Fri, 17 Aug 2018 at 11:54
Subject: Re: FW: Abertillery & Llanhilleth Community - Zebra Crossing at Alexandra Road, Six Bells, Abertillery
To: <engineering@blaenau-gwent.gov.uk>
Cc: <Garth.Collier@blaenau-gwent.gov.uk>, <garth@collier.uk.com>

Many thanks Clive, that is very useful. I was not aware of the full picture, and I'm sure many of our councillors aren't either.

Obviously you can't make all the people happy all the time, but the priority has to be the safety of pedestrians, especially children, who will invariably cross at the easiest point. It's also clearly good news that the TRO will be looked at to ensure deliveries can still be made easily to the shops in future. ALCC and local people are obviously concerned if the viability of local shops is put at risk - and whatever can be done to minimise this would be very welcome.

I will circulate your response (and my response to you) to our members.

Thanks again

Best wishes

Richard

Richard Gwinnell
Clerk to the Council
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

On Thu, 16 Aug 2018 at 14:54, <engineering@blaenau-gwent.gov.uk> wrote:

Dear Richard,

I refer to your correspondence dated the 8th August 2018 [attached for reference] regarding the proposed zebra crossing at Alexandra Road, Six Bells.

In response to the issues raised the Authority would respond as follows:

1. There are no plans to remove the existing zebra crossing facility on Alexandra Road.

2. The proposed works in the area include the introduction of a second zebra crossing on Alexandra Road in a location that has been identified as a key desire line for children walking to the new school. It has been demonstrated that the majority of pupils who will attend the school live within an acceptable walking distance to the school. The location of the proposed zebra crossing was identified by the independent Transport Assessment that was completed for the Six Bells Primary School planning application.

3. I can confirm that following an enquiry from the proprietor of the Premier Shop an officer of the Highway Authority attended a site meeting along with a local ward member of the Council, to discuss the proposals. I do not recall any further communication being received since this meeting.

4. The Authority acknowledges that there is an existing underpass that can be used by pedestrians, indeed it is expected that this facility will be used by pedestrians walking to school along Eastville Road. However, it would be highly unlikely that pedestrians walking along Alexandra Road to the school would detour some 50 metres out of their way towards this underpass.

5. There are existing Traffic Regulation Orders (TRO's) in place on Alexandra Road that restricts parking directly outside of the shops. Patrons of these businesses should not be parking at this location in contravention of this Order, however regular unauthorised parking is witnessed directly outside these shops which does create a safety hazard. A public car park facility is available for patrons of these businesses directly opposite the shops. To ensure access will be maintained for deliveries to these businesses, existing TRO's on both Alexandra Road and Eastville Road will be reviewed by the Authority, this will be completed prior to implementation of the zebra crossing and I can confirm this process will be subject to consultation.

6. The proposed zebra crossing, along with all other identified highway improvements must be completed prior to the school opening. Whilst I am unable to confirm precise dates at this juncture, it is anticipated that the Authority will finalise highway designs and review Traffic Orders in early 2019 with implementation by next summer.

The priority of the Highway Authority is to ensure that adequate facilities are implemented within the highway network to provide safe access to the primary school. The proposed zebra crossing will ensure that a safe pedestrian crossing facility is located where needed to cross Alexandra Road near a busy junction. It is not acceptable to expect vulnerable road users to cross a busy road where unauthorised ad-hoc parking is known to occur outside the existing businesses.

The zebra crossing will ensure that this area is kept clear for safe pedestrian crossing and the Authority would respectfully request that Abertillery and LLanhillith Community Council reconsider their objections to this proposal. With regards to your invitation.

I hope this clarifies the position of the highway authority with regards to this matter. If you having any other queries or concerns please don't hesitate to give me a call

Kind regards

Clive

Mr Clive Rogers BSc [Hons]; DMS; DipM; CEng; MICE.

Head of Community Services

Blaenau Gwent County Borough Council

Civic Centre, Ebbw Vale, NP23 6XB

Tel: 01495 355384

Mobile: 07772 399835

Email: engineering@blaenau-gwent.gov.uk

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

Sent: 08 August 2018 10:10

To: Garth Collier - Councillor; Clive Rogers - Environment

Subject: Zebra Crossing at Alexandra Road, Six Bells, Abertillery

Dear Mr Collier and Mr Rogers

Please see letter attached.

Many thanks

Best wishes

Richard Gwinnell

Clerk to the Council

Abertillery and Llanhilleth Community Council

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

(Telephone 01495 217323)



**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
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Stryd Meitre,
Abertyleri, Blaenau Gwent. NP13 1AE.

Councillor G Collier
Executive Member for Environment

Clive Rogers
Head of Technical Services

8 August 2018

Dear Mr Collier and Mr Rogers

Ref: Zebra Crossing at Alexandra Road, Six Bells, Abertillery

Abertillery and Llanhilleth Community Council (A&LCC) was recently informed by Councillor Stephen Bard of a proposal by Blaenau Gwent CBC to move the zebra crossing on Alexandra Road nearer to the Premier Six Bells shop, in preparation for the building of the new Six Bells School. Members of the local business community had approached Councillor Bard and asked him to bring this matter to A&LCC's attention, and for A&LCC to raise this matter with BGCBC. An email was also subsequently received, stating that this matter was raised with BGCBC some ten months ago, but the people concerned have had no answer.

A&LCC discussed the matter on 25 July 2018. I attach the relevant draft minute. I also attach a copy of the email subsequently received, on 31 July. As you can see from the draft minute, all members of A&LCC who spoke shared the concerns of the local business community.

The Council therefore asked me to write to you, to request that the decision to move the zebra crossing so close to the shops be reconsidered, that children be directed to use the existing underpass or another solution be found (e.g. a graduated zebra crossing, similar to those used elsewhere, which provide parking spaces as well as making crossing the road safer for pedestrians) and that a representative(s) of BGCBC attend the Council's meeting on 26 September 2018 to discuss the situation further.

Please let me know if you are able to attend the meeting on 26 September 2018 at 7pm at the Mitre Street Council Chamber. Please also can you clarify what the proposals and timescales are for relocating the zebra crossing and whether the current proposals can be reconsidered.

Many thanks

Yours sincerely

Richard Gwinnell
Clerk to the Council
Abertillery and Llanhilleth Community Council

Sent by email

Draft minute of the A&LCC Council meeting held on 25 July 2018:

46. ZEBRA CROSSING AT ALEXANDRA ROAD

Councillor Bard expressed concerns about the proposal to relocate the zebra crossing on Alexandra Road, raising the following main points:

- its new location, right outside the shops, would prevent people parking their cars outside the shops and would deter passing trade, damaging viability
- the opening of the new Six Bells School may lead to a fourfold increase in children needing to cross the road
- it would be much safer for them to use the existing underpass
- Blaenau Gwent CBC had decided to go ahead, with no consultation at all
- shopkeepers were looking to A&LCC to support their objection and take the matter up with BGCBC
- he proposed that A&LCC write to BGCBC, expressing concern at the proposed relocation of the zebra crossing, proposing the underpass as a better solution and seeking reconsideration.

Debate ensued, with other members commenting (main points) that:

- the relocated crossing would be very near a corner, which was also dangerous
- the zebra crossing had been nearer the shops many years ago
- BGCBC moved it approximately 100 yards up the road previously
- moving the zebra crossing would cost money
- this money should be invested in improved lighting instead
- people would find the shortest route to cross the road, wherever that was
- there could be a case to move the zebra crossing, but that would damage trade; this was not an easy decision to make
- there were other options, which provided safe crossing points and parking bays
- islands could be used, as seen in Church Street, Ebbw Vale and elsewhere
- a representative of BGCBC Highways should be invited to A&LCC's September meeting.

Council **AGREED:**

- (1) that the Clerk write to BGCBC, expressing the Council's concerns, its suggestion of better solutions and its request for reconsideration of the proposal to move the zebra crossing and
- (2) that the Clerk invite a BGCBC Highways representative to the September meeting.

Email received 31 July 2018:

to me

From:

Sent: 08 April 2018 09:19

To: bardsteve@aol.com

Subject: Zebra Crossing On Alexandra Road

I'm writing to you on behalf of the business community of Six Bells. We are of the understanding that with the building of the school on the Six Bells colliery site that there will be a zebra crossing outside Premier Six Bells.

We believe that this will have a detrimental impact on the businesses located in Six Bells with the main 3 all being located where the proposed crossing is be situated.

As the children are of the utmost importance we have suggested to the council to redirect the flow of children to the underpass by the old doctors surgery, or employ a lollipop lady/man during the school hours. This would help the council save money and help the shops continue their survival.

We are hoping with the support of Abertillery and Llanhilleth Community council to have the decision looked into as we have previously notified the borough council nearly 10 months ago and as of yet had no answers! We look forward to hearing a response from yourselves. Thanks

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**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL
COUNCIL MEETING
26 SEPTEMBER 2018**

ANNUAL RETURN AND GOVERNANCE STATEMENT 2016/17

Report of the Clerk to the Council

Purpose of Report

To seek approval to the above and its submission to the Wales Audit Office (WAO).

Background

The Council approved the various components of the 2016/17 accounts for submission to the WAO (Wales Audit Office) on 18 April 2018 and 25 July 2018. No further approval is needed in regard to the accounts.

Issues and Findings

The annual return to the WAO (the form itself) also includes the annual governance statement and the Internal Auditor's report. The annual governance statement also needs to be formally approved by the Council before it can be signed by the Chair and submitted to the WAO.

The annual governance statement for 2016/17 is attached to this report, along with the annual return and Internal Auditor's report (all on the same form).

The bank reconciliation submitted to Council on 25 July 2018 was correct but only contained details of the Council's main current account. The attached now includes all the Council's bank accounts, for completeness, in line with the requirements.

Policy Implications

As explained several times previously, the Council is required to submit its accounts for the year ending 31 March to the external auditors by 30 June of that year. These accounts should have been submitted by 30 June 2017. The Council's accounts for 2017/18 will also be late as they should have been submitted by 30 June 2018. It is intended to submit these early in the new year. It is essential that the Council continues its efforts to catch up over the next few months, with a view if possible to being compliant with the deadlines for the 2018/19 accounts (i.e. submission by 30 June 2019) if possible.

Resource Implications

None arising directly from this report. It must be reported however that there has been a significant impact already on staff workloads, from having to complete the accounts, annual returns and governance statements from several years ago, given the paucity of information available, to work with a new Internal Auditor and to design new systems and processes for managing the Council's finances properly. This high workload continues, until the Council is up to date with its accounts, alongside the other workload of the Council's two part time staff.

There may be costs (financial and staffing) to report in due course, when the Wales Audit Office examines the accounts and decides on the next steps it needs to take. These costs are unknown at this stage.

Risks

As explained several times previously, the Council is already going to have its accounts for 2016/17 qualified by the WAO, as their submission is over a year late and the Council has not complied with its legal obligations. If the annual return and governance statement are not approved or submitted correctly, this will increase the risk of non-compliance and criticism.

The Council knows very well the reasons why the accounts are late, due to the difficulties new staff have had in obtaining the correct information for years gone by and the historical lack of effective financial management systems.

Recommended: that the Council:

- (1) approves the annual return (including the annual governance statement) and bank reconciliation attached, further to its approval of the financial statements on 25 July
- (2) authorises the Clerk/RFO and the Chairman of the Council to complete and sign the annual return and annual governance statement for 2016/17
- (3) authorises the Clerk/RFO to submit the annual return and all relevant attachments for 2016/17 to the Wales Audit Office, as required.

Appendices:	A	Annual Return and Governance Statement 2016/17
	B	Bank Reconciliation as at 31 March 2017 – all accounts
	C	Annual Return and summary 2016/17 (already approved)
	D	Internal Auditor's report (already submitted on 18 April 2018)

Report author: Richard Gwinnell, Clerk and Responsible Financial Officer (RFO)



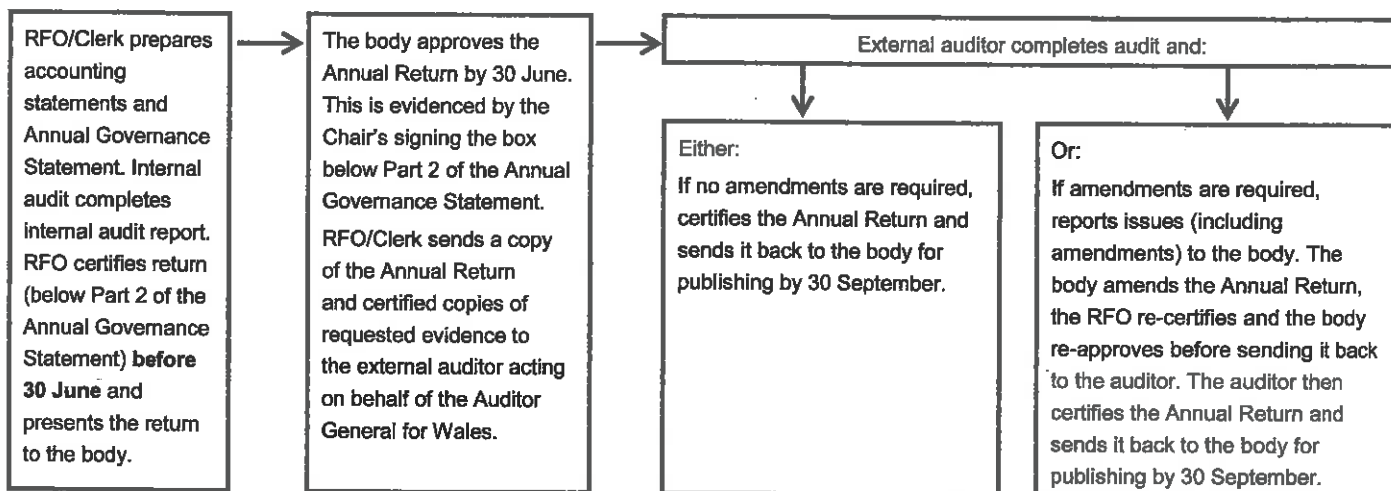
Smaller local government bodies in Wales Annual Return for the Year Ended 31 March 2017

Appendix A

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.

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?	
Initial submission to the external auditor		Yes	No
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 2017?		✓
	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 2017 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.	Nothing requested	
Supporting evidence	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.	Nothing requested	

Accounting statements 2016-17 for:

Name of body: **ABERTULLERY & LLANHILLETH COMMUNITY COUNCIL**

	Year ending		Notes and guidance for compilers
	31 March 2016 (£)	31 March 2017 (£)	

Please round all figures to nearest £.
Do not leave any boxes blank and report £0 or nil balances.
All figures must agree to the underlying financial records for the relevant year.

Statement of income and expenditure/receipts and payments

1. Balances brought forward	53,403	57,575	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	90,000	94,500	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	7,117	12,32	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	34,079	29,602	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	57,866	58,153	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	57,575	65,552	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	57,575	65,552	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	57,575	65,552	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	185,300	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 2017, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: - 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
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.		✓	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>No reports received to date</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: discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	3, 6
			✓	

* 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 Council/Board/Committee:	PG Ref
	Yes	No		
1. We have registered as an employer with HM Revenue and Customs and properly operate Pay As You Earn as part of our payroll arrangements; or We do not need to register for PAYE because none of our employees are paid £112 or more a week, get expenses and benefits, have another job or get a pension.	☒	☐	Has registered as an employer and properly operates PAYE unless all of the exemption criteria are met.	13
2. We have maintained proper payroll records for each of our employees including deductions of tax and national insurance.	☒	☐	Has kept records of payments made to employees including taxable expenses or benefits and of payments made to HMRC.	13
3. We have adopted a Code of Conduct setting out proper standards of behaviour expected of councillors and individually, have agreed to abide by the code.	☒	☐	The body and its members have adopted and agreed to abide by a Code of Conduct as required by law.	8

* 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.

Certification by the RFO 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 2017.	Approval by the Council/Board/Committee I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:
RFO signature: 	Chair signature: 
Name: RICHARD GWINNETT	Name:
Date: 31-8-2018	Date:

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

Certification by the RFO 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 2017.	Approval by the Council/Board/Committee I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:
RFO signature:	Chair signature:
Name:	Name:
Date:	Date:

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 2017 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: **ABERTIWKY + Llanilleth 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 2017.

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 18th APRIL 2018.] * 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 2015-16 and 2016-17. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:

H. N. P. O'SULLIVAN CPFA.

Signature of person who carried out the internal audit:

H. N. P. O'SULLIVAN

Date:

31/08/2018

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 2016) equals the balance brought forward in the current year (line 1 of 2017). Explain any differences between the 2016 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 section 1. 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.**

Appendix B

For Year 2016/17	Bank Reconciliation		
Current Account 05809673			
Bank Balance at 31/3/17			£25,048.07
Less OS Cheques 2016/17			
	6892	50.00	
	6893	50.00	
	6897	200.00	
	6899	50.00	
	6900	100.00	
	6971	50.00	
	6975	100.00	
	6978	118.80	
	6979	118.80	
	6980	76.60	
	6981	47.40	
	6983	95.00	
	6984	270.72	
	6985	1,313.99	
	6986	722.90	
Total OS Cheques		£3,364.21	£3,364.21
Adjusted Bank Balance			£21,683.86

Business Reserve Account: 10318917

Bank Balance at 31/3/17			£42,952.60
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No Reconciliation as r

Chairmans Appeal Account 10375791

Bank Balance at 31/3/17			£911.25
-------------------------	--	--	---------

No Account Activity in 2

Old Gratuity Account 13017721

Bank Balance at 31/3/17			£4.82
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No account Activity in :

no outstanding transactions on this account

2016/17

2016/17

Annual Return 2016/17		Year Ending	
		31-Mar-16	31-Mar-17
		£	£
1. Balances B/F			
2. (+) Annual Precepts		52,403	57,575
3. (+) Other Receipts		90,000	94,500
4. (-) Staff Costs		7,117	2,815
5. (-) Loan and in Repay		34,079	31,185
6. (-) Total other payments		0	0
7. (=) Balance Carried Forward		57,866	58,153
8. (+) Debtors		57,575	65,552
9. Total Cash and Investments		0	0
10. (-) Creditors		57,575	65,552
11. Balances C/F		185,300	191,030
12. Total assets			
13. Total Borrowing		0	0
14. Trust Funds		No	No

Account Summary - For the year ending 31st March 2017

		Capital Reserve Account	Current Account	Gratuity Account	Chairmans Appeal Account	Totals
		£	£	£	£	£
Balance	01-Apr-16	42,937.91	13,721.70	56,659.61	4.82	57,575.68
Income						
Precept			94,500.00	94,500.00		94,500.00
VAT Repaid			0.00	0.00		0.00
Bank Interest		14.69	0.00	14.69		14.69
Allotment Rent			307.00	307.00		307.00
Panto Receipts			96.80	96.80		96.80
Clerks Salary Repaid			1,583.29	1,583.29		1,583.29
Chairmans Charity Events			813.59	813.59		813.59
Refund of Cancelled Training Costs			0.00	0.00		0.00
St Davids Day Concert			0.00	0.00		0.00
Money to Chairmans Appeal				0.00	0.00	0.00
Total Income		14.69	97,300.68	97,315.37	0.00	97,315.37
Expenditure						
Salaries		0.00	23,036.42	0.00	0.00	23,036.42
Tax and NI		0.00	6,976.93	0.00	0.00	6,976.93
Pension		0.00	1,171.92	0.00	0.00	1,171.92
Member/Staff Training		0.00	530.00	0.00	0.00	530.00
Staff Conferences/SLOCC Membership		0.00	302.00	0.00	0.00	302.00
Fees and Subscriptions		0.00	16,900.82	0.00	0.00	16,900.82
Insurance		0.00	6,142.04	0.00	0.00	6,142.04
Banking Charges		0.00	188.65	0.00	0.00	188.65
Discretionary Payments/Grants		0.00	28,511.52	0.00	0.00	28,511.52
Infrastructure/Admin		0.00	5,937.42	0.00	0.00	5,937.42
Uncashed Cheques from previous years		0.00	-359.00	0.00	0.00	-359.00
Total Expenditure		0.00	69,338.52	0.00	0.00	69,338.52
Total from bank Account						88,338.52
Inter Account Transfers			0.00	0.00	0.00	0.00
Balance	31-Mar-17	42,952.60	21,683.86	4.82	911.25	65,552.53

2020-2021

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Abertillery & Llanhilleth Community Council
Draft Internal Audit Report
Financial Year 2016/17

- 1.0 I have prepared this report for Members consideration following my appointment as the Community Council's Internal Auditor.
- 2.0 The Council will be aware of the difficulties that it has faced, and those that have faced your officers since their appointment. It is to their credit that I have been provided with sufficient, limited, financial information for me to be able to conduct this audit.
- 3.0 In addition the Council is still awaiting the signing off of its 2014/15 and 2015/16 Accounts by the Wales Audit Office (WAO) and when these are forthcoming the 2016/17 Accounts may require revisiting.
- 4.0 I should like to place on record my thanks to the Clerk and Deputy Clerk for the help and assistance given to me during this audit.
- 5.0 The Internal Audit Report at Appendix A has been compiled to comply with the Internal Audit Report requirements set out in the Annual Report Return to be submitted to the WAO.

APPENDIX A

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

Limited books of Account were maintained for 2015/16^{6 7}. In future these will need to be more detailed and reported regularly to the Council at appropriate intervals. There is evidence that improvements have been made towards the end of the financial year and this will need to be built upon.

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

Financial Regulations appear to have been met and it has proved difficult, certainly for the first half year, to verify that all expenditure complies with Financial Regulations. VAT appears to have been correctly accounted for.

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

There is no evidence of a Risk Based approach to ensuring that the Council's objectives have been met or that they have been reviewed. There is evidence however that this has begun to be addressed in 2017/18.

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.***

The annual precept resulted from a very limited budget process and there is little evidence, especially in the first six months, of meaningful regular monitoring. Again there is evidence of some improvement towards the end of the financial year and that there has been a more robust approach to budget setting and monitoring for 2017/18.

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

Expected income was received, recorded and banked satisfactorily. VAT was accounted for satisfactorily.

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

Petty cash payments were not properly supported by receipts and records. This improved somewhat towards the end of the year but is an area which must see further improvements in subsequent years.

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. However, the arrangements around the process for the payment of salaries should be reviewed. I have had discussions with the Clerk on this matter and the review process has commenced.

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

Assets and Investment Registers were maintained but need to be reviewed to ensure they are up to date and accurate.

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

There was no evidence that periodic reconciliations were carried out on a regular basis in the first half of the financial year. There is evidence that reconciliations were being carried out later in the year and a year-end bank reconciliation was achieved.

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.***

Accounting statements were not supported by an adequate audit trail for most of the year. Limited financial information was presented to Members. Again this has begun to improve and further improvement will need to be made.

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

Not applicable.

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Clerk Clerk <clerk.alcc@gmail.com>

**Fwd: Community Council Consultation - Llanhilleth Bowls Club -
Community Asset Transfer**

1 message

Clerk ALCC <clerk.alcc@gmail.com>

17 August 2018 at 16:03

To: Allen Rees <allenrees.ALCC@gmail.com>, Gill Clark <gillclark.alcc@gmail.com>, Glyn Smith <glynsmith.alcc@gmail.com>, Graham White <grahamwhite.alcc@gmail.com>, Ivor Beynon <ivorbeynon.alcc@gmail.com>, Julie Holt <julieholt.alcc@gmail.com>, Keri Bidgood <keribidgood.alcc@gmail.com>, Mark Lewis <marklewis.alcc@gmail.com>, Nick Simmons <nicksimmons.alcc@gmail.com>, Perry Morgan <perrymorgan.alcc@gmail.com>, Peter Adamson <peteradamson.alcc@gmail.com>, Rob Phillips <robphillips.alcc@gmail.com>, Roger Clark <rogerclark.alcc@gmail.com>, Ross Leadbeater <rossleadbeater.alcc@gmail.com>, Steve Bard <stevebard.alcc@gmail.com>, Tracey Dyson <traceydyson.alcc@gmail.com>, Trudy Williams <trudywilliams.alcc@gmail.com>, Glyn Smith <glynsaint@aol.com>, Perry Morgan <perrymorgan66@gmail.com>, Roger Clark <roger.clarke@tilleryvalley.com>, "Wfordpop@aol.com" <WFordpop@aol.com>

All

Please see below, because of the short length of time before the close of consultations (next Friday) I don't think we can get a co-ordinated response if any from Council so can individual members write directly., and copy me in.

Steve

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

From: <Mark.Howland@blaenau-gwent.gov.uk>

Date: Fri, 17 Aug 2018 at 11:53

Subject: Community Council Consultation - Llanhilleth Bowls Club - Community Asset Transfer

To: <clerk.alcc@gmail.com>

Hello Richard.

As you are aware we are currently discussing the community asset transfer of sports facilities to their main users.

Llanhilleth Bowls Club have now submitted their application to take on the bowling green in Llanhilleth Park under a 25 year lease.

They already have a lease on the bowls pavilion.

If approved it would be intended to enter one new lease to cover both the green and pavilion.

If your members would care to make any comments or representations on the proposal please could they do so by close of play next Friday 24th August 2018. As with other consultations and time of year if you want to ask them to submit any thoughts directly to me please feel free to do so.

As always any queries please contact me.

Mark Howland

Property Asset and Review Officer

Blaenau Gwent County Borough Council

Civic Centre

Ebbw Vale NP23 6XB

T. 01495 353318

EM. mark.howland@blaenau-gwent.gov.uk

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 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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This e-mail also confirms that this e-mail message has been swept for the presence of computer viruses.

Fwd: FW: Elected Members - Circulation for awareness - Local Government Act 1972 - Sports Facilities - Community Asset Transfer

1 message

Clerk ALCC <clerk.alcc@gmail.com>

9 August 2018 at 09:28

To: glyn smith <glynsaint@aol.com>, Perry Morgan <perrymorgan66@gmail.com>, Roger Clark <roger.clarke@tilleryvalley.com>, "wfordpop@aol.com" <WFordpop@aol.com>, Allen Rees <allenrees.ALCC@gmail.com>, Gill Clark <gillclark.alcc@gmail.com>, Glyn Smith <glynsmith.alcc@gmail.com>, Graham White <grahamwhite.alcc@gmail.com>, Ivor Beynon <ivorbeynon.alcc@gmail.com>, Julie Holt <julieholt.alcc@gmail.com>, Keri Bidgood <keribidgood.alcc@gmail.com>, Mark Lewis <marklewis.alcc@gmail.com>, Nick Simmons <nicksimmons.alcc@gmail.com>, Perry Morgan <perrymorgan.alcc@gmail.com>, Peter Adamson <peteradamson.alcc@gmail.com>, Rob Phillips <robphillips.alcc@gmail.com>, Roger Clark <rogerclark.alcc@gmail.com>, Ross Leadbeater <rossleadbeater.alcc@gmail.com>, steve bard <stevebard.alcc@gmail.com>, Tracey Dyson <traceydyson.alcc@gmail.com>, Trudy Williams <trudywilliams.alcc@gmail.com>

Dear members (paper copy to B Wall)

Please see the below and attached from Mark Howland at BGCBC. I have already discussed with the Chair this morning by email that this will be on the Council's agenda on 26 September, so the Council has an opportunity to comment properly. In the meantime, public notices will go out and public comments will be sought, so you are welcome to comment as individuals. Please copy me in if you do so.

Best wishes

Richard Gwinnell
Clerk to the Council
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

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

From: <Mark.Howland@blaenau-gwent.gov.uk>

Date: 9 August 2018 at 09:11

Subject: FW: Elected Members - Circulation for awareness - Local Government Act 1972 - Sports Facilities - Community Asset Transfer

To: clerk.alcc@gmail.com, brynmawr.tc@btconnect.com, n-btowncouncil@hotmail.co.uk, tredegartc@btconnect.com

Cc: Dave.Watkins@blaenau-gwent.gov.uk

Good Morning all.

As you are aware the Council is currently seeking to transfer all sports facilities to community operation by the 1st April 2019.

Officers are currently meeting with the clubs who utilise the facilities and working with them to encourage submission of business plans to allow community asset transfer to move forward.

As part of the transfer of facilities the Council is required to advertise the proposal under Section 123 of the Local Government Act 1972. This has in the past been undertaken via individual adverts however due to the volume of potential transfers taking place it has been determined that it would be best to undertake one blanket advert to cover all the applications.

The attached notice will be advertised in the Gwent Gazette for two consecutive weeks and then allow two weeks for any public representation to be submitted which the Council will then need to consider.

There will undoubtedly be some public interest in the proposals so I wanted to make Town Councils aware of the advert before it is placed in the paper.

For clarity the notice relates to the transfer of the facilities into community ownership to allow the community groups to continue operating them as sports facilities for continued sports use.

The plans are the widest possible area which would be transferred although in many cases the exact area has still to be determined in agreement with the individual clubs and sports associations. It is likely that the final areas will in some cases be smaller with many of the general amenity areas and playgrounds within the proposed areas remaining with the Council for maintenance purposes.

Copies of the plan will be available for the public to view at the General Offices once the advert is in the paper.

The exact date for the advert is still to be determined but is likely to be in early September and will also be accompanied by adverts on site.

Could I please ask you to make your Members aware of the advert.

As always any queries please give me a call..

Best regards.

Mark

Mark Howland

Property Asset and Review Officer

Blaenau Gwent County Borough Council

Civic Centre

Ebbw Vale NP23 6XB

50

T. 01495 353318

EM. mark.howland@blaenau-gwent.gov.uk

T. 01495 353318

EM. mark.howland@blaenau-gwent.gov.uk

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.

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17 attachments



0001 BEDWELLY PARK.jpg
297K

0002 BEAUFORT PARK.jpg
405K



0003 CWM NANT Y GROES.jpg
260K



0004 BRYNMAWR PARK.jpg
384K



0005 BANNA PARK.jpg
373K



0006 EBBW VALE WELFARE (AMENDED).jpg
428K

0007 SIX BELLS PARK.jpg
332K



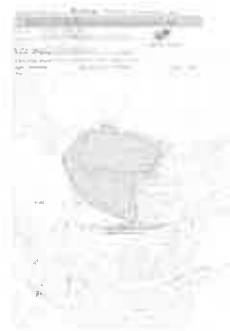
0008 ABERTILLERY PARK.jpg
534K



0009 DUFFRYN PARK.jpg
359K



0010 BRYNITHEL PARK.jpg
396K



0011 TREDEGAR SPORTS GROUND.jpg
378K



0012 BRYNMAWR WELFARE PARK.jpg
363K



0013 ROSEHEYWORTH.jpg
373K



0014 CWM WELFARE.jpg
313K



0015 - WAUNLWYD COMMUNITY CENTRE.jpg
287K



0018 HILLTOP.jpg
377K



 **S123 LG ACT 1972 PRESS ADVERT.docx**
30K

NOTICE UNDER SEC. 123(2A) OF THE LOCAL GOVERNMENT ACT 1972

BLAENAU GWENT COUNTY BOROUGH COUNCIL – DISPOSAL OF PUBLIC OPEN SPACE

Notice is hereby given that Blaenau Gwent County Borough Council intends to dispose of the land described below which forms part of the open spaces in the County Borough to various Sports & Community Organisations.

A copy of the plans of the said land may be seen during the following times:
10.00 a.m. to 4.00 p.m. Monday to Friday at the General Offices, Steelworks Road, The Works, Ebbw Vale NP23 6AA

Public Open Space Areas within Blaenau Gwent County Borough to be transferred to Various Sports & Community Organisations.						
Plot No.	Address	Grid Ref.	Description	Site Area (hectares)	Current Use	Proposed Use
0001	Tredegar Bedwellty Bowling Green, Morgan Street, Tredegar, NP22 3NA	SO314181 208660	Use as a Bowling Green and Pavilion	0.3	Bowling Green and Pavilion	Bowling Green and Pavilion
0002	Beaufort Park, Off James Row, Beaufort, Ebbw Vale, NP23 5PJ	SO316182 211787	Use as a Sports Pitch and Changing Rooms	4.6	Sports Pitch and Changing Rooms	Sports Pitch and Changing Rooms
0003	Cwmnantygroes, Six Bells, NP13 2PR	SO322653 203430	Use as a Sports Pitch and Pavilion	1.2	Sports Pitch and Pavilion	Sports Pitch and Pavilion
0004	Brynmawr Recreation Ground, Blaen-Afon Road, Brynmawr, NP23 4BP	SO319539 211668	Use as a Sports Pitch and Pavilion	2.4	Sports Pitch and Pavilion	Sports Pitch and Pavilion
0005	Banna Park Recreation Ground, Golf View, Nantyglo, NP23 4NL	SO319348 210658	Use as a Sports Pitch and Bowling Green	2.4	Sports Pitch and Bowling Green	Sports Pitch and Bowling Green
0006	Ebbw Vale Welfare, Eugene Cross Park, Ebbw Vale, NP23 5AZ	SO316885 210455	Use as a Sports Pitches and Bowling Green	8.4	Sports Pitches and Bowling Green	Sports Pitches and Bowling Green
0007	Six Bells Park, Llwynon Road, Six Bells, Abertillery, NP13 2QA	SO322345 203207	Use as a Bowling Green and Pavilion	0.3	Bowling Green and Pavilion	Bowling Green and Pavilion
0008	Abertillery Park, Glandwr Street, Abertillery, NP13 1TZ	SO320789 204882	Use as Rugby Pitch and Cricket Pitch	4.7	Rugby Pitch and Cricket Pitch	Rugby Pitch and Cricket Pitch
0009	Duffryn Park, Blaina, NP13 3DA	SO319968 207307	Use as Sports Pitch, Bowling Green and Pavilion	3.1	Sports Pitch, Bowling Green and Pavilion	Sports Pitch, Bowling Green and Pavilion
0010	Brynlithel Recreation, Penrhiw Estate, Brynlithel, NP13 2GZ	SO621499 201387	Use as a Rugby Pitch and Pavilion	3.1	Rugby Pitch and Pavilion	Rugby Pitch and Pavilion
0011	Tredegar Sports Ground, Park Hill, Tredegar, NP22 3NN	SO315155 208275	Use as a Sports Pitch and Changing Rooms	6.1	Sports Pitch and Changing Rooms	Sports Pitch and Changing Rooms
0012	Brynmawr Welfare Park, Warwick Road, Brynmawr, NP23 4AR	SO318696 211585	Use as a Football Pitch, Bowling Green and Pavilion	1.4	Football Pitch, Bowling Green and Pavilion	Football Pitch, Bowling Green and Pavilion
0013	Roseheyworth Field, Roseheyworth Road, Abertillery, NP13 1SR	SO320840 205140	Use as a Sports Pitch and Changing Rooms	2.4	Sports Pitch and Changing Rooms	Sports Pitch and Changing Rooms
0014	Cwm Recreation Ground, Canning Street, Cwm, Ebbw Vale, NP23 7RD	SO318002 205914	Use as a Sports Pitch and Pavilion	3.6	Sports Pitch and Pavilion	Sports Pitch and Pavilion
0015	Waunlwyd Youth Community Centre, Cwm Road, Waunlwyd, Ebbw Vale, NP23 6TR	SO317890 206440	Use as a Sports Pitch	1	Sports Pitch	Sports Pitch
0016	Garnlydan Football Ground, Llangynidr Road, Beaufort, Ebbw Vale, NP23 5EY	SO318661 212728	Use as a Football Pitch	1.4	Football Pitch	Football Pitch
0017	Llanhilleth Rugby Football Club, The Park, Llanhilleth, NP13 2JT	SO321892 200553	Use as a Sports Pitch and Bowling Green	2.6	Sports Pitch and Bowling Green	Sports Pitch and Bowling Green
0018	Hilltop Sports Ground, Brynteg Terrace, Hilltop, Ebbw Vale, NP23 6NE	SO316021 209803	Use as a Sports Pitch and Changing Rooms	3	Sports Pitch and Changing Rooms	Sports Pitch and Changing Rooms

In all cases the disposal is to facilitate a lease of more than seven years to allow security of occupation and to enable further funding bids to support the improvement of the areas.

Any objection to the proposed disposal must be made in writing before xxxx to Frances Williams, Public Services Manager (Temp), Civic Centre, Ebbw Vale NP23 6XB and should state the title to this Notice, the plot number, description and the ground of the objection.

Dated: XXXXX

Richard Crook
Director of Regeneration and Community Services

CYNGOR BWRDEISTREF SIROL BLAENAU GWENT - GWAREDU Â GOFOD AGORED CYHOEDDUS

Hysbysir drwy hyn fod Cyngor Bwrdeistref Sirol Blaenau Gwent yn bwriadu gwaredu â'r tir a ddisgrifir islaw sy'n ffurfio rhan o'r gofodau agored yn y Fwrdeistref Sirol i wahanol Sefydliadau Chwaraeon a Chymunedol.

Medrir gweld copi o'r cynlluniau o'r tir a nodir yn ystod yr amserau dilynol:

10.00 a.m. i 4.00 p.m. dyddiau Llun i ddyddiau Gwener yn y Swyddfeydd Cyffredinol, Heol Gwaith Dur, Glynebwy NP23 6AA

Ardaloedd Gofod Cyhoeddus Agored o fewn Bwrdeistref Sirol Blaenau Gwent i'w trosglwyddo i Fudiadau Charaeon a Chymunedol Amrywiol						
Llain Rhif	Cyfeiriad	Cyf. Grid	Disgrifiad	Arwynebedd Safie (hectar)	Defnydd Presennol	Defnydd Arfaethedig
0001	Grŵn Bowlio Tredegar Bedwellte, Stryd Morgan, Tredegar, NP22 3NA	SO314181 208660	Defnydd fel Grŵn Bowlio a Phafiliwn	0.3	Grŵn Bowlio a Phafiliwn	Grŵn Bowlio a Phafiliwn
0002	Parc Beaufort, Ger Rhes James, Beaufort, Glynebwy, NP23 5PJ	SO316182 211787	Defnydd fel Llain Chwaraeon ac Ystafelloedd Newid	4.6	Llain Chwaraeon ac Ystafelloedd Newid	Llain Chwaraeon ac Ystafelloedd Newid
0003	Cwmnantygroes, Six Bells, NP13 2PR	SO322653 203430	Defnydd fel Llain Chwaraeon a Phafiliwn	1.2	Llain Chwaraeon a Phafiliwn	Llain Chwaraeon a Phafiliwn
0004	Tir Hamdden Brynmawr, Heol Blaenafon, Brynmawr, NP23 4BP	SO319539 211668	Defnydd fel Llain Chwaraeon a Phafiliwn	2.4	Llain Chwaraeon a Phafiliwn	Llain Chwaraeon a Phafiliwn
0005	Tir Hamdden Parc Banna, Golf View, Nantyglo, NP23 4NL	SO319348 210659	Defnydd fel Llain Chwaraeon a Grŵn Bowlio	2.4	Llain Chwaraeon a Grŵn Bowlio	Llain Chwaraeon a Grŵn Bowlio
0006	Llesiant Glynebwy, Parc Eugene Cross, Glynebwy, NP23 5AZ	SO316885 210455	Defnydd fel Llain Chwaraeon a Grŵn Bowlio	8.4	Llain Chwaraeon a Grŵn Bowlio	Llain Chwaraeon a Grŵn Bowlio
0007	Parc Six Bells, Heol Llwynon, Six Bells, Abertyleri, NP13 2QA	SO322345 203207	Defnydd fel Grŵn Bowlio a Phafiliwn	0.3	Grŵn Bowlio a Phafiliwn	Grŵn Bowlio a Phafiliwn
0008	Parc Abertyleri, Stryd Glandŵr, Abertyleri, NP13 1TZ	SO320799 204882	Defnydd fel Llain Rygbi a Llain Criced	4.7	Llain Criced a Llain Criced	Llain Criced a Llain Criced
0009	Parc Dyffryn, Blaenau, NP13 3DA	SO319968 207307	Defnydd fel Llain Chwaraeon, Grŵn Bowlio a Phafiliwn	3.1	Llain Chwaraeon, Grŵn Bowlio a Phafiliwn	Llain Chwaraeon, Grŵn Bowlio a Phafiliwn
0010	Hamdden Brinithel, Stad Penhiw, Brinithel, NP13 2GZ	SO621499 201387	Defnydd fel Llain Rygbi a Phafiliwn	3.1	Llain Rygbi a Phafiliwn	Llain Rygbi a Phafiliwn
0011	Cae Chwaraeon Tredegar, Rhiw Parc, Tredegar, NP23 3NN	SO315155 208275	Defnydd fel Llain Chwaraeon ac Ystafelloedd Newid	6.1	Llain Chwaraeon ac Ystafelloedd Newid	Llain Chwaraeon ac Ystafelloedd Newid
0012	Parc Llesiant Brynmawr, Heol Warwick, Brynmawr, NP23 4AR	SO318696 211585	Defnydd fel Llain Pêl-droed, Grŵn Bowlio a Phafiliwn	1.4	Llain Pêl-droed, Grŵn Bowlio a Phafiliwn	Llain Pêl-droed, Grŵn Bowlio a Phafiliwn
0013	Cae Roseheyworth, Heol Rosaheyworth, Abertyleri, NP13 1SR	SO320840 205140	Defnydd fel Llain Chwaraeon ac Ystafelloedd Newid	2.4	Llain Chwaraeon ac Ystafelloedd Newid	Llain Chwaraeon ac Ystafelloedd Newid
0014	Cae Hamdden Cwm, Stryd Canning, Cwm, Glynebwy, NP23 7RD	SO318002 205914	Defnydd fel Llain Chwaraeon a Phafiliwn	3.6	Llain Chwaraeon a Phafiliwn	Llain Chwaraeon a Phafiliwn
0015	Canolfan Gymunedol Ieuencid Waunhwyd, Heol Cwm, Waunhwyd, Glynebwy, NP23 6TR	SO317890 206440	Defnydd fel Llain Chwaraeon	1	Llain Chwaraeon	Llain Chwaraeon
0016	Cae Pêl-droed Gamlydan, Heol Llangynidr, Beaufort, Glynebwy, NP23 5EY	SO316661 212728	Defnydd fel Llain Pêl-droed	1.4	Llain Pêl-droed	Llain Pêl-droed
0017	Chwb Rygbi Llanhilledd, Y Parc, Llanhilledd, NP13 2JT	SO321892 200553	Defnydd fel Llain Chwaraeon a Grŵn Bowlio	2.6	Llain Chwaraeon a Grŵn Bowlio	Llain Chwaraeon a Grŵn Bowlio
0018	Tir Chwaraeon Hilltop, Teras Brynteg, Hilltop, Glynebwy, NP23 6NE	SO316021 209803	Defnydd fel Llain Chwaraeon ac Ystafelloedd Newid	3	Llain Chwaraeon ac Ystafelloedd Newid	Llain Chwaraeon ac Ystafelloedd Newid

Ym mhob achos bydd y gwaredu er mwyn hwyluso les o fwy na saith mlynedd i roi sicrwydd defnydd a galluogi mwy o gynigion cyllid i gefnogi gwella'r ardaloedd.

Rhaid wneud unrhyw wrthwynebiad i'r gwaredu arfaethedig mewn ysgrifen cyn XXXXXX at Frances Williams, Rheolwr Gwasanaethau Cyhoeddus (Dros Dro), Canolfan Ddinesig, Glynebwy NP23 6XB a dylai nodi'r teitl yn yr Hysbysiad hwn, rhif y llain, disgrifiad a sail gwrthwynebu..

Dyddiad: XXXX

Richard Crook

Cyfarwyddwr Adfywio a Gwasanaethau Cymunedol

Fwd: Abertillery Town Council Consultation - Six Bells Park - Six bells Bowlers

1 message

Clerk ALCC <clerk.alcc@gmail.com>

9 August 2018 at 08:36

To: Allen Rees <allenrees.ALCC@gmail.com>, Gill Clark <gillclark.alcc@gmail.com>, Glyn Smith <glynsmith.alcc@gmail.com>, Graham White <grahamwhite.alcc@gmail.com>, Ivor Beynon <ivorbeynon.alcc@gmail.com>, Julie Holt <julieholt.alcc@gmail.com>, Keri Bidgood <keribidgood.alcc@gmail.com>, Mark Lewis <marklewis.alcc@gmail.com>, Nick Simmons <nicksimmons.alcc@gmail.com>, Perry Morgan <perrymorgan.alcc@gmail.com>, Peter Adamson <peteradamson.alcc@gmail.com>, Rob Phillips <robphillips.alcc@gmail.com>, Roger Clark <rogerclark.alcc@gmail.com>, Ross Leadbeater <rossleadbeater.alcc@gmail.com>, Steve Bard <stevebard.alcc@gmail.com>, Tracey Dyson <traceydyson.alcc@gmail.com>, Trudy Williams <trudywilliams.alcc@gmail.com>, Glyn Smith <glynsaint@aol.com>, Perry Morgan <perrymorgan66@gmail.com>, Roger Clark <roger.clarke@tilleryvalley.com>, "Wfordpop@aol.com" <WFordpop@aol.com>

Dear members (paper copy to B Wall)

Please see the email below from Mark Howland at BGCBC. ALCC is invited to comment on the application made by Six Bells Bowls Club for a Community Asset Transfer of Six Bells Park Pavilion and Bowling Green. I have spoken to Mark Howland by email this morning and we now have an extension to the deadline for comment, so that Council on 26 September can consider this and make comments formally. In the meantime, if you wish to make comments as individual members, please let Mark Howland have your comments in writing and please copy me in.

Best wishes

Richard Gwinnell
Clerk to the Council
Abertillery and Llanhilleth Community Council
Council Offices, Mitre Street, Abertillery. NP13 1AE.
(Telephone 01495 217323)

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

From: <Mark.Howland@blaenau-gwent.gov.uk>

Date: 8 August 2018 at 12:55

Subject: Abertillery Town Council Consultation - Six Bells Park - Six bells Bowlers

To: clerk.alcc@gmail.com

Hello Richard.

I have now received the application from Six Bells Bowls Club to take on the Pavilion and bowling green at Six Bells Park under the Council's Community Asset Transfer Policy.

The intention is to continue the bowls use and hopefully expand membership whilst encouraging greater community use of the pavilion.

I would welcome any views your Members may care to make on the proposal and would be grateful if they could do this by the 31st August 2018 – or earlier.

As always any queries please contact me.

Regards

Mark

Mark Howland

Property Asset and Review Officer

Blaenau Gwent County Borough Council

Civic Centre

Ebbw Vale NP23 6XB

T. 01495 353318

EM. mark.howland@blaenau-gwent.gov.uk

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.

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

E-mail : clerk.alcc@gmail.com

Telephone 01495 217323

Item 19

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 26 September 2018 Council meeting
(Finance Order No 3 – July 2018 to September 2018 - Agenda Item 19)

Cheques that have been Presented between 5 July 2018 to 5 September 2018:

Payee	Nature of Payment	Amount (£)	Date of payment
Abertillery Museum	N.Simmons Ward Donation	£25.00	17/07/18
Perry Morgan	Members Expenses 2017/18	£150.00	30/08/18
Abertillery Museum	T Williams Ward Donation	£100.00	17/07/18
Mark Lewis	Members Expenses 2017/18	£137.50	09/08/18
Abertillery Museum	R Philips Ward Donation	£50.00	17/07/18
AYDMS	T Dyson Ward Donation	£100.00	20/08/18
Swffryd Community Centre	A Rees Ward Donation	£50.00	10/07/18
Swffryd Community Centre	G Clark Ward Donation	£50.00	10/07/18
Swffryd Community Centre	K Bidgood Ward Donation	£50.00	10/07/18
Garry White & Co	Payroll	£78.00	13/07/18
OVW	Training – Nick Simmons	£40.00	17/07/18
OVW	Training – Ivor Beynon	£20.94	17/07/18
Staff Costs	HMRC, Pensions, Salary (Part June)	£1,733.59	
R.Gwinnell	2 keys	£9.00	21/08/18
R.Gwinnell	Postage & office Supplies	£12.10	21/08/18
Staff Costs	HMRC, Pension and Salary (July)	£4,526.88	
Green Fingers	Cut 6	£82.00	31/07/18
Viking	Stationary and Stamps	£233.88	25/07/18
Green Fingers	Watering 21/6/18 #7	£15.00	31/07/18
Green Fingers	Watering 26/6/18 #8	£15.00	31/07/18
Green Fingers	Watering 30/6/18 #9	£15.00	31/07/18
AR Digital	June Printing	£39.24	26/07/18
Zurich Insurance	Yearly Premium	£635.03	25/07/18

Green Fingers	Watering 4/7/18 #10	£15.00	31/07/18
Green Fingers	Watering 8/7/18 #11	£15.00	31/07/18
Green Fingers	Cut #12	£82.00	31/07/18
Green Fingers	Installation of Silent Soldier	£75.00	31/07/18
Signcast	John Selway Blue Plaque	£440.99	26/07/18
McMillian Nurses	Chairs 2014/15 Appeal	£275.70	23/08/18
Hospice of the Valleys	Chairs 2015/16 Appeal	£635.55	14/08/18
BG Hertiage Forum	Council Decision 27.6.18	£250.00	10/08/18
Zurich Municipal	Party in the Park Event Insurance	£112.00	08/08/18
BGCBC	Hire of Cricket Ground	£132.00	16/08/18
AR Digital	July Printing	£62.68	09/08/18
Tribute Acts Management	Deposit for Dream Abba	£219.00	17/08/18
Green Fingers	Watering	£15.00	14/08/18
Green Fingers	Watering	£15.00	14/08/18
CF Corporate	Printer Lease – Sept to Nov	£302.89	08/08/18
Michael Bishop (Beatrice Green)	R,Phillips Ward Donation	£100.00	29/08/18
Michael Bishop (Beatrice Green)	Council Grant	£300.00	29/08/18
Abertillery Blaenau Gwent Rugby	Council Grant	£500.00	28/08/18
Green Room Events	Deposit for Stage Hire	£1,650.00	08/08/18
K&S Toilets	Deposit for Portaloos	£120.00	10/08/18
OVW	AGM (Chair and Clerk)	£170.00	15/08/18
Whitehall Publishing	Raffle Tickets for Chairs Charity	£39.54	28/08/18
M.Proctor	Smile Time – Inflatable Slide and Castle	£250.00	22/08/18
Smartsignz	Party in the Park Banners	£450.00	23/08/18
Viking	Stationary	£82.43	22/08/18
Green Fingers	Cut	£82.00	29/08/18
Green Fingers	Watering	£15.00	29/08/18
Clr T.Dyson	Council Pay as you Go Mobile Phone	£15.00	30/08/18
Tribute Acts Managment	Dream Abba	£780.00	03/09/18
Medipatrol	First Aid for Party in the Park	£350.00	05/09/18
Swing Commanders	Band for Party in the Park	£800.00	05/09/18
K&S Toilets	Portaloos	£486.25	04/09/18
Staff Costs	Salary and Tax (August)	£3,928.40	
Direct Debit	BT Group	£60.55	05/09/18

Total		£20,995.14
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Income during the period: £911.25 from old Chairman's Appeal Account (10375791) which is now closed

**Current Account Balance as at 5 Sept 2018: £80,771.36
This includes bank charges to date.**

Cheques that have been issued but not yet presented as at 5 Sept 2018:

Payee	Nature of Payment	Amount (£)
Abertillery Bluebirds AFC	R.Clark Ward Donation	£100.00
ADMS	N.Simmons Ward Donation	£100.00
Theatre Ad Hoc	Council Grant	£100.00
Zion Miners Chapel	G.Clark Ward Donation	£50.00
Zion Miners Chapel	A.Rees Ward Donation	£50.00
Zion Miners Chapel	K.Bidgood Ward Donation	£50.00
Cwmtillery Luncheon Club	P.Morgan Ward Donation	£100.00
Mini Junior Rugby Club	P.Morgan Ward Donation	£100.00
Gary White & Co	September Payroll	£78.00
Site Supply Solutions	20 Hi-Viz Vests	£82.32
BGCBC	TENS Licence	£21.00
BGCBC	Street Trading Licence	£25.00
Mini-Mes	J.Holt Ward Donation	£200.00
Green Room Events	Stage and Lighting	£1,650.00
Paisley Bird Workshops	Play Tent and Craft Activities	£500.00
Over 50's Club	P.Adamson Ward Donation	£100.00
Total		£3,306.32

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

Payee	Nature of Payment	Amount (£)
S Edwards	Food for Stewards	£70.00
S Edwards	Water and Fruit for Stewards	£23.25
S Edwards	Photo Frames for Talent Showcase Certificates	£8.05
Welsh Water	Water Charges for Industrial Unit	£115.39
BGCBC	Hire of Refuse Bins	£145.92
Historical Promotions	WW1 Event Stalls	£2,214.00
AR Digital	August Printing	£78.93

S Edwards	Black Cable Ties	£13.49
Green Fingers	Cut 28/8/18	£82.00
Staff Costs	Pension (August)	£598.48
Staff Costs	Salary, Tax and Pension (Sept)	£4,526.88
WW1 Talks	Talks in Schools	£150.00
Stu Gould	Compare for Party in the Park	£50.00
C&R Travel	Park and Ride for Party in the Park	£240.00
Total		£8,316.39

Current account position as at 18 Sept 2018

Opening Balance:	£80,771.36
Cheques Outstanding:	£3,306.32
Outstanding invoices	£8,316.39

Subtotal remaining: £69,148.77

Monies remaining in current account £ 69,148.77. It should be noted that £254.00 is ring-fenced for the 2017/18 Charity appeal which will be split between Abertillery Workmans Welfare Institute and Friends of Six Bells Park (£127.00 each)

Outstanding grant applications; None

Reserve Account (10318917) Position as at 5 Sept 2018 £ 37,971.52

Note: £5,000 had been transferred from Reserves on 8/3/18 to be used for WW1 Centenary Events.

Current Centenary Events spending (proposed and actual) is:

Talks in Schools	£200
Wreath Laying Belgium	£50
Silent Soldier	£250
Install of Silent Soldier	£75
Further Talks in Schools	£150
Party in the Park	£10,673.17

Total: £11,398.17

£6,398.17 needs to be transferred from reserves as per Council resolution 25th July 2018 (this is within the £7,500 limit that was earmarked for events).

This will leave £75,546.94 in the current account and £31573.35 in the Reserve Account following the transfer from reserves and the payment of all outstanding amounts shown in this report

Chairman's Charity Bank Account (10375791)

The £911.25 remaining in this account was transferred to the Councils Current Account on 19 July 2018 and paid to the relevant charities as detailed below.

£275.70 is from 2014/15 when Glyn Smith was Chairman and his chosen charity was McMillian

Nurses.

£635.55 is from 2015/16 when Bill Bard was Chairman and his chosen charity was Hospice of the Valleys.

The Account has now been closed.

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