



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the Extraordinary Council meeting held on virtual basis at 7pm on Monday 21<sup>st</sup> November 2022.

*The meeting was held in accordance with:*

**The Local Government and Elections (Wales) Act 2021**

### **Members Present:**

**Councillors;** Chris Parker (Chair), Robert Lewis-Watkin JP, David Evans, Janine Turner, Rhys Jenkins, Neil Feist, Mark Steer, Andrea James, Joanne Miller.

**Apologies:** Cllr Helen Donnan. Tracy Allen.

**Absent:** Cllr Geraint Hopkins JP. Parmindra Pannu. Will Thomas.

**Clerk to the Council:** Leigh Smith

0 members of the public.

### **2022/239 Welcome and Apologies.**

#### **RESOLVED**

Councillor Helen Donnan offered a reason for absence with her apology, and this was accepted by Council.

### **2022/240 Disclosures of personal and/or prejudicial interests.**

None.

### **2022/241 Public speaking**

None.

### **2022/242 Motion to change the order of business.**

#### **RESOLVED**

To move agenda item 4 (LRGT floodlights) to later in the meeting.



## **2022/243 Grant application from Ynysmaerdy Community Centre**

### ***RESOLVED***

To grant the funds requested. From CIL funds if applicable or from general grant funds otherwise. The Clerk to confirm CIL eligibility.

## **2022/244 Resubmitted grant application from The Wimbles**

### ***RESOLVED***

To grant the funds requested to purchase the item detailed in the application. From CIL funds if applicable or from general grant funds otherwise. The Clerk to confirm CIL eligibility.

## **2022/245 LRGT floodlights.**

### **RESOLVED**

Following advice from the Clerk, to rescind the following section of resolution 2021/156:

Minute reference 2021/156

*RESOLVED - LRGT to provide evidence that planning permission is NOT required for the replacement floodlights via a Lawful Development Certificate. Or if planning permission is required, to provide evidence that the permission is in place. For any further payments towards the project to be suspended until one or other document is provided.*

### **RESOLVED**

To provide a sum of money to reimburse LRGT for the net cost of 'The Columns' upon receipt of appropriate invoices from to that amount up to a maximum of £7,323.45

For this to be the final payment to be made for the project until LRGT provide evidence that planning permission is NOT required for the replacement floodlights via a Lawful Development Certificate. Or if planning permission is required, to provide evidence that the permission



is in place. For any further payments towards the project to be suspended until one or other document is provided.

**2022/220 Urgent information & Future agenda items.**

None.

There being no further business the meeting closed at 7.30pm.

Councillor Chris Parker  
Chair of the Community Council

## Appendix 1

### **Consider proceeding with funding for the LRGT Floodlights project, rescinding resolution 2022/156:**

The following resolution(s) have been made by Council.

Resolution 2021/148 (November 2021)

**RESOLVED** *To proceed with the project LCC 19/01 – Floodlights on LRGT rugby pitch at a budget cost of up to £43,087*

Resolution 2022/156 (July 2022)

**RESOLVED** *Regarding the Welfare ground floodlights project (LCC 19/01) The Clerk to obtain updated quotes from LRGT showing revised total project costs. Should the total exceed that already granted then the matter be brought back to Council to be re-examined. For any further payments towards the project to be suspended until the revised project costs are provided and resolved by Council if necessary.*

**RESOLVED** *LRGT to provide evidence that planning permission is NOT required for the replacement floodlights via a Lawful Development Certificate. Or if planning permission is required, to provide evidence that the permission is in place. For any further payments towards the project to be suspended until one or other document is provided.*

### **Option to rescind resolutions.**

Council Standing order 21 states:

21. RESCISSION OF PREVIOUS RESOLUTIONS i- A resolution (whether affirmative or negative) of the Council shall not be reversed within six months except either by a special motion, the written notice of which bears the names of at least a third of the membership of the Council, or by a motion moved in pursuance of the report or recommendation of a Committee **or on a report from the Proper Officer** ii- When a special motion or any other motion moved in accordance with Standing Order 21.i, has been disposed of, no similar motion may be moved within a further six months.



Officer's note: It is accepted that resolutions can be revisited if new significant comes to light that was not known at the time of the original resolution being made.

I consider that new information that has come to light, in that LRGT are now in financial hardship having placed orders and /or paid for work and materials in relation to the project. The validity of those actions is not material to the point that this is information that was not known at the time.

Therefore, it is my recommendation that should council wish to rescind these resolutions, or to alter them, then this is in order.

## **Summary**

**This reports considers:**

- a) The extent of LRGT's current liability with regards the project.**
- b) The updated total forecast project costs.**
- c) Options**

### **a) Extent of liability**

**LRGT Outstanding liabilities (Costs incurred and not reimbursed by the CIL grant).**

It has proved difficult to ascertain the extent of the monies outlaid by LRGT which have not been reimbursed as part of the CIL grant. Previous unsuccessful attempts have been made to obtain information.

Below is a series of questions and responses put to LRGT in an attempt to discover some of the facts around the transactions taken on or around the time when it became apparent that the costs for the columns had increased dramatically. Note that the costs for the columns themselves were double that quoted when the Clerk obtained the original quotes in 2021 and so the Clerk considered that the overall project cost was likely to exceed the £43k granted.

The email correspondence around this request for information is reproduced at the end of this paper.

## Questions and responses

1. Your current liability for the project - ie Items that you have formally ordered and have either paid for or have committed to paying for, for which you have yet to receive CIL funds to cover.

(eg The columns and the work that is being carried out Monday)

If you could let me know the total cost committed, please and summary of each aspect as per the

example below.

My assumption is that all costs provided will be excluding VAT. If you are requesting VAT payments also, please itemise them separately.

Eg

Columns £7,800

Upgraded distribution board £2,000 (Note: This cost is not known, example only)

Total £9,800

**RESPONSE: (Details entered by Clerk making assumptions from email rec 21/11/2022)**

**BEI Lighting £7,323.43 Planning Fee £230.00 (Refundable?) Redline on map £53.99**

**Total £7,607.42 of which £230 is possibly refundable?**

2 . Can you please confirm a description of the work that is being carried out Monday? The detail

of what the work is, why it is required and who is carrying out the work? Ideally also providing a

copy of the quotation for the work and/or the specification.

**RESPONSE:**

**The meter is being changed on the 21st November to a 3phase meter**

Can you please also provide details of who is carrying out the work? A copy of the quotation and/or

the specification

**RESPONSE:**

**No details have been provided.**

3 . Can you please confirm the dates that the formal orders for work referred to in 1, above were placed?

So the date that the order for the columns was placed please and the date the order for the work being carried out Monday was placed. (and any other work that you have placed orders for).

Are you able to also provides copies of the orders for all? (eg the emails or other correspondence

sent formally placing the order).

**RESPONSE:**

Last year when the council agreed to the project.

**Officer's note:** The orders for the project were demonstrably not placed for the columns at the time that the grant was agreed.

LRGT were informed on 19th November 2021 that the grant application had been successful.

LRGT informed us via email that they had placed an order with Western Power on 4th March 2022.

LRGT emailed to inform us they intended to place the order for the columns on 22nd June 2022.

It was suggested that this payment should not be made on 28th June 2022. It was requested that LRGT refresh all quotes relating to the project on 29th June 2022. The formal resolutions of Council informing LRGT that payments were suspended and requesting refreshed quotes were communicated to them on 3rd August 2022.

It is possible that despite the doubling of cost over the original quotation obtained in 2021, the columns were verbally ordered prior to the request not to do so and at that time LRGT paid the VAT element of the cost in good faith. No invoice was provided despite requests to do so.

The following except from the LRGT bank statement was provided, however it does not show the date of the initial VAT payment and so provides no indication of the date that the order was placed, showing only a transfer of a balance of funds in September 2022.

**Llanharan Recreation Ground Trust**

Transaction listing for account 60-83-01 20375634 from 20 Sep 2022 to 26 Sep 2022

Date	Time	Description	Serial No	Debits	Credits	Balance
26Sep2022	10:18	B/P to: BEI		(4,827.72)		

At that time when information was requested LRGT stated that the columns had been ordered, no further orders had been placed. (The Western Power aspect of the work had been invoiced and paid for and funds transferred to LRGT from LCC prior to this).orders

places have been received (eg emails, or other correspondence sent formally confirming the order).

However in the email received from LRGT received on 11th November they stated that, *“The meter is being changed on the 21st November and the chosen contractor has to attend with them and Western Power to bring the 3phase into the building and change the distribution board to accommodate. We do not have the money to pay for this work and it cannot be stopped”* – This implies that it is possible that LRGT have placed further orders since 3rd August 2022 although this is yet to be confirmed.

Furthermore in an email received from LRGT on 15th October 2022 they stated that, *“As advised we have instructed the contractor to commence work and groundwork will commence within 2 weeks to lay cables etc.. The meter is being changed within 4 weeks and we hope for completion by the end of November”*

Again, this implies that it is possible that LRGT have placed further orders since 3rd August 2022 although this is yet to be confirmed.

Note, it is assumed that the two paragraphs above are referring to the work being carried out on Monday 21st November 2022 to change the meter.

4. I note that your LDC application contains floodlights for the football pitch. Can you please confirm that all of the costs related to above and the total stated project costs of c£52k relate only to the floodlights for the rugby pitch only, including the necessary infrastructure etc...

**RESPONSE:**

**We can confirm the project for the community council to be involved with is for the RUGBY pitch only.**

5 . Should the specification have altered since the original grant was resolved (for example you wish to upgrade the infrastructure, cabling, dis-board, switching etc... to be able to handle more floodlights in the future), that is included in the above (and/or the c£52k total project cost), could you please provide a brief narrative here with details of the changes in specification and the extra costs.

**RESPONSE:**

**There is no change in specification.**

## **b) Updated total forecast project costs**

Attempts have been ongoing for some time to obtain a revised total project cost.

Most recently LRGT were again asked to refresh the quotations already received for the various aspects of the project.

Council had previously decided that an emailed summary would suffice. A summary was received showing a number of apparent quotations for the total project. The details of these quotations were not provided. Following further correspondence, it has been ascertained that LRGT has selected one of these quotations (the cheapest) and therefore state the revised total project cost to be c£52k. **Note: In an email received 21/11/22 LRGT state £51,861.49**

No further details of the quotations were provided **except a partial screenshot of a pdf showing a total and some text provided on 21/11/2022**

The email correspondence around this information is reproduced at the end of this paper.

### **c) Options**

- 1) To retain resolution 2022/156 and retain the suspension of funds until and LDC or planning permission certificate is produced.

**RESOLVED** *LRGT to provide evidence that planning permission is NOT required for the replacement floodlights via a Lawful Development Certificate. Or if planning permission is required, to provide evidence that the permission is in place. For any further payments towards the project to be suspended until one or other document is provided.*

- 2) To rescind resolution 2022/156 and to provide a sum of money to reimburse LRGT for the 'Columns' upon receipt of appropriate invoices to that amount up to a maximum of £7,800. (The amount shown on the BEI quote provided by LRGT on 26<sup>th</sup> June 2022 was £7,323.43 however LRGT have stated a cost of £7,800).
- 3) To rescind resolution 2022/156 and to provide a sum of money to reimburse LRGT for the 'Columns' and the 3-phase meter planned for installation on 21<sup>st</sup> November 2022, upon receipt of appropriate invoices. The cost for the installation of the 3-phase meter has not been provided at the time this report was compiled (9pm Saturday 19<sup>th</sup> November 2022) and so it is not possible to quantify this amount. LRGT have listed the cost as 'TBD'.
- 4) To rescind resolution 2022/156 and to provide monies upon the receipt of appropriate invoices to the total forecast project value of £52,000 as appropriate.

5) Some other option not listed here.

Note: Regardless of the decision taken, Council is invited to consider whether to increase the total grant provided for the project from £43,087 to £52,000 in line with LRG T's revised forecast and to amend the CIL123 list and Active project list accordingly.

### **Other factors to consider**

- Whether the information provided by LRG T is sufficiently detailed and credible in order to come to a decision.
- Whether the total forecast project cost is likely to increase again in the future. Particularly if orders are not placed in a timely manner (ie most quotes are valid for 30 days) and prices locked in. Note that the cost for the 3 phase meter does not appear to be known at this time being listed as 'TBD'.

Some of the email correspondence on these matters is provided below, the Clerk advises Councillors to read the correspondence.

**Subject:** FW: Information for Extra meeting Monday 21st Nov 22 to consider Floodlights project.  
**Date:** 18 November 2022 16:21:11  
**Attachments:** [c886f0d2.png](#)

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**From:** Llanharan Welfare Hall & Fields <mail@lrgt.co.uk>  
**Sent:** 17 November 2022 13:05  
**To:** The Clerk / Project Officer <project@llanharan-cc.gov.wales>  
**Cc:** David Evans <David.Evans@rctcbc.gov.uk>; Chris <chris.parker@llanharan-cc.gov.wales>  
<mail@lrgt.co.uk>  
**Subject:** Re: Information for Extra meeting Monday 21st Nov 22 to consider Floodlights project.

Dear Clerk,

As a point of order; you do not need to repeat your request you have been informed that the information will follow.

If you would like to add loss of wages to the project cost; we will all stop what keeps a roof over our head and more often than not support a local community charity and work on your demand.

We have also requested previously for some manners and respect in correspondence and are unclear why your tone continues to be so negative. Negativity breeds Negativity.

Please remember you are Paid! We are volunteers!

Trustees

On 17/11/2022 12:59, The Clerk / Project Officer wrote:

Good afternoon,

Thank you, can you please respond providing the specific information requested so that Councillors have adequate information to be able to come to decisions on Monday. I have reproduced the questions below an left space underneath for your response, I have added in the parts of your email that appear to address those questions. if you could respond under each one with the specific information request please.

1. Your current liability for the project - ie Items that you have formally ordered and have either paid for or have committed to paying for, for which you have yet to receive CIL funds to cover.

(eg The columns and the work that is being carried out Monday)

If you could let me know the total cost committed please and summary of each aspect as per the example below.

My assumption is that all costs provided will be excluding VAT. If you are requesting VAT payments also, please itemise them separately.

Eg

Columns £7,800

Upgraded distribution board £2,000

Total £9,800

**RESPONSE:**

No details have been provided.

2 . Can you please confirm a description of the work that is being carried out Monday? The detail of what the work is, why it is required and who is carrying out the work? Ideally also providing a copy of the quotation for the work and/or the specification.

**RESPONSE:**

The meter is being changed on the 21st November to a 3phase meter

Can you please also provide details of who is carrying out the work? A copy of the quotation and/or the specification

**RESPONSE:**

No details have been provided.

3 . Can you please confirm the dates that the formal orders for work referred to in 1, above were placed?

So the date that the order for the columns was placed please and the date the order for the work being carried out Monday was placed. (and any other work that you have placed orders for).

Are you able to also provides copies of the orders for all? (eg the emails or other correspondence sent formally placing the order).

**RESPONSE:**

Last year when the council agreed to the project.

Officer's note: The orders for the project were demonstrably not placed for the columns at the time that the grant was agreed.

LRGT were informed on 19<sup>th</sup> November 2021 that the grant application had been successful.

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LRGT emailed to inform us they intended to place the order for the columns on 22<sup>nd</sup> June 2022.

It was suggested that this payment should not be made on 28<sup>th</sup> June 2022. It was requested that LRGT refresh all quotes relating to the project on 29<sup>th</sup> June 2022. The formal resolutions informing LRGT that payments were suspended and requesting refreshed quotes were communicated to them on 3<sup>rd</sup> August 2022.

It is possible that despite the doubling of cost over the original quotation obtained in 2021, the columns were verbally ordered prior to the request not to do so and at that time LRGT paid the



VAT element of the cost. No invoice was provided despite requests to do so.

At that time when information was requested LRGT stated that the columns had been ordered, no further orders had been placed. (The Western Power aspect of the work had been invoiced and paid for and funds transferred to LRGT from LCC prior to this).orders places have been received (eg emails, or other correspondence sent formally confirming the order).

However in the email received from LRGT received on 11<sup>th</sup> November they stated that, *“The meter is being changed on the 21st November and the chosen contractor has to attend with them and Western Power to bring the 3phase into the building and change the distribution board to accommodate. We do not have the money to pay for this work and it cannot be stopped”* – This implies that LRGT have placed further orders since 3<sup>rd</sup> August 2022 although this is yet to be confirmed.

Furthermore in an email received from LRGT on 15<sup>th</sup> October 2022 they stated that, *“As advised we have instructed the contractor to commence work and groundwork will commence within 2 weeks to lay cables etc.. The meter is being changed within 4 weeks and we hope for completion by the end of November”*

Again, this implies that LRGT have placed further orders since 3<sup>rd</sup> August 2022 although this is yet to be confirmed.

Note, it is assumed that the two paragraphs above are referring to the work being carried out on Monday 21<sup>st</sup> November 2022 to change the meter.

4. I note that your LDC application contains floodlights for the football pitch. Can you please confirm that all of the costs related to above and the total stated project costs of c£52k relate only to the floodlights for the rugby pitch only, including the necessary infrastructure etc...

**RESPONSE:**

We can confirm the project for the community council to be involved with is for the RUGBY pitch only.

- 5 . Should the specification have altered since the original grant was resolved (for example you wish to upgrade the infrastructure, cabling, dis-board, switching etc... to be able to handle more floodlights in the future), that is included in the above (and/or the c£52k total project cost), could you please provide a brief narrative here with details of the changes in specification and the extra costs.

**RESPONSE:**

There is no change in specification.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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**From:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
**Sent:** 17 November 2022 12:41  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Cc:** David Evans <[David.Evans@rctcbc.gov.uk](mailto:David.Evans@rctcbc.gov.uk)>; Chris <[chris.parker@llanharan-cc.gov.wales](mailto:chris.parker@llanharan-cc.gov.wales)>; LRG T <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
**Subject:** Re: Information for Extra meeting Monday 21st Nov 22 to consider Floodlights project.

Dear Clerk,

Councillor Evans informed us other the extraordinary meeting earlier in the week; he has also invited us along. He also requested the financial information which will be forwarded in due course.

The board of Trustees are disappointed that it has taken the office have taken this long to formally advise of the meeting and note we do not have a formal request to present to the panel of councillors.

The Trustees have decided to decline this offer; due to the unnecessary stress the community council have placed on us over the past 2 years.

1. This will follow we can confirm we are not requesting VAT we remained a VAT registered charity after the toilet refurbishment for this project; this has financially cost us as a £10 per hr hire brings us in £8.33 per hr!
2. The meter is being changed on the 21st November to a 3phase meter. The distribution board is not being replaced now see point 7.
3. Last year when the council agreed to the project
4. We can confirm the project for the community council to be involved with is for the RUGBY pitch only.

As we have to submit full planning permission it was prudent of one of our Trustees to request the football pitch be included as planning will be valid for at least 3 years.

In as such time the Board of Trustees feel they can manage a further floodlighting project it can be actioned without delay.

5. There is no change in specification.

6. The board of Trustees regret starting this project at the Community Councils request and wish we had stuck to our original plan to mount lights on the building.

7. The current contractors are now fed up at being messed around; the board of Trustees are in damage limitations with them to keep them on side.

8. The board of Trustees are aware of grant management and how to manage restricted grants.

9. Rome was built faster. Point of sarcasm sorry.

10. We would like to further remain the council that no one is paid at the Trust NO ONE. Each Trustee works full time and the time dedicated to Trust business is as a volunteer; no payment; no expenses and time is precious. Point referring to the start of the email.

Trustees

On 17/11/2022 12:09, The Clerk / Project Officer wrote:

Good afternoon,

As you may be aware, an extraordinary meeting of Council has been called for Monday, in part to consider next steps with regards to the floodlights project.

Councillors have asked me to request the following information so that they are able to come to an informed decision. Without this information it is possible any decision may need to be deferred. Note: This request for information relates only to costs for the floodlight project comprising the specification to place floodlights at the rugby pitch, for which the CIL funds have been granted.

I have included in this email all of the information requested including the contents of my previous email.

1. Your current liability for the project - ie Items that you have formally ordered and have either paid for or have committed to paying for, for which you have yet to receive CIL funds to cover.

(eg The columns and the work that is being carried out Monday)

If you could let me know the total cost committed please and summary of each aspect as per the example below.

My assumption is that all costs provided will be excluding VAT. If you are requesting VAT

payments also, please itemise them separately.

Eg

Columns £7,800

Upgraded distribution board £2,000

Total £9,800

2. Can you please confirm a description of the work that is being carried out Monday? The detail of what the work is, why it is required and who is carrying out the work? Ideally also providing a copy of the quotation for the work and/or the specification.

3. Can you please confirm the dates that the formal orders for work referred to in 1, above were placed?

So the date that the order for the columns was placed please and the date the order for the work being carried out Monday was placed. (and any other work that you have placed orders for).

Are you able to also provides copies of the orders for all? (eg the emails or other correspondence sent formally placing the order).

4. I note that your LDC application contains floodlights for the football pitch. Can you please confirm that all of the costs related to above and the total stated project costs of c£52k relate only to the floodlights for the rugby pitch only, including the necessary infrastructure etc...

5 . Should the specification have altered since the original grant was resolved (for example you wish to upgrade the infrastructure, cabling, dis-board, switching etc... to be able to handle more floodlights in the future), that is included in the above (and/or the c£52k total project cost), could you please provide a brief narrative here with details of the changes in specification and the extra costs.

Should you have questions or issues, please do not hesitate to give me a call.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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**From:** The Clerk / Project Officer  
**Sent:** 16 November 2022 16:57  
**To:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
**Cc:** David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>; Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>; [neil.feist@rctlibdems.org.uk](mailto:neil.feist@rctlibdems.org.uk)  
**Subject:** RE: FW: Floodlights

Fterboon,

Could you please let me know what your currently liability with regards this project is please?

Ie What is the total cost of the items that you have placed orders for and either paid for (not covered by CIL grant funds) or have already ordered and have to pay for.

I think this comprises the cost of the columns and the work you mentioned is being carried out on Monday. If there is anything else that you have already committed to (ie already placed formal orders for) relating to the project that would be covered by the £52k revised total project costs, please let me know.

If you could let me know the total cost committed please and summary of each aspect.

Eg

Columns £7,800

Replacement disboard £2,000

Total £9,800

Best regards

**Leigh Smith**

**Clerk to the Council.**

Llanharan Community Council

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

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**Tel: 01443 231430 / 07769 266675**

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

llanharan-cc.gov.uk

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**From:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>

**Sent:** 14 November 2022 14:42

**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Cc:** David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>; Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>; [neil.feist@rctlbdems.org.uk](mailto:neil.feist@rctlbdems.org.uk)

**Subject:** RE: FW: Floodlights

Hello all,

Yes, I can confirm I am saying the project costs are:

Western Power 5.5 + VAT

Lampposts 7.8 + VAT

Planning 210

Work including ground work 38.5 + VAT as of today material prices are increasing daily.

Meter exchange TBC

It is not in the public interest to hold on any longer not to pay for the materials.

Part of the cost is for a new distribution board which is required for 21st November when the meter is exchanged and western power connect the 3phase. The Lineys will have to purchase this on behalf of the Trust as well as the Labour or go overdrawn and pay daily bank fees.

We are in financial hardship due to the community council causing delays and refusing to pay for the columns when they knew they were ordered.

Planning have been exceptional and hope to have the matter heard in December at latest January.

Sarah

----- Original message -----

From: The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

Date: 14/11/2022 14:13 (GMT+00:00)

To: Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>

Cc: David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>, Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>

Subject: RE: FW: Floodlights

Thank you,

So are you saying that total forecast project costs are:

Western Power (Paid) – circa £5,500

Columns - £7,800

Other costs (as per quote B) - £38,450

So total project cost forecast = £51,750 + VAT?

Can you confirm this is the figure as of today?

I can see that there is a LDC application on RCT's planning portal submitted on 17<sup>th</sup> October. Do you know if RCT have requested any further information with regards that application and / or when it is likely to be decided?

Regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
**Sent:** 14 November 2022 12:17  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Cc:** David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>; Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>  
**Subject:** RE: FW: Floodlights

No, I can't as the cost of the flood lights are outstanding. We have paid for them in addition to Quote B and all other quotes. So the total project won't fall short of 42k.

Plus planning fees are due back to us.

I reiterate as each day/week passes and the order is not placed for the cables and distribution board the costs will increase.

*Sarah*

**Sarah Liney**  
**07760 162077**  
**Trustee**

----- Original message -----

From: The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
Date: 14/11/2022 11:51 (GMT+00:00)  
To: Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
Cc: David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>, Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>  
Subject: RE: FW: Floodlights

Good morning,

Regarding the quotes, can confirm that the total forecast project cost will fall within the c£42 granted by Council please?

Regards

**Leigh Smith**

**Clerk to the Council.**

Llanharan Community Council

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>

**Sent:** 14 November 2022 11:46

**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>; [mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)

**Cc:** David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>; Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>

**Subject:** RE: FW: Floodlights

Dear Clerk,

The project costs move continually as each week passes the costs will increase.

Purchasing the materials and having the ground work ready does not impact on planning.

The council agreed the project and have left us in financial hardship it is not your decision to make that anything stands but that of the council members.

Allow them all to read the email and understand that the Council wanted the floodlights The Trust wanted lamps on the building.

Therefore the Council have placed us in this situation and the costs will continue to go up.

I can confirm we have obtained new quotes and an inclusive quote and we stressed we are a community charity and the community council have for want of a better word tucked us up.

*Sarah*

**Sarah Liney**

**07760 162077**

**Trustee**

----- Original message -----

From: The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

Date: 14/11/2022 11:33 (GMT+00:00)

To: Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>

Cc: David Evans <[David.Evans@llanharan-cc.gov.wales](mailto:David.Evans@llanharan-cc.gov.wales)>, Office <[Office@llanharan-cc.gov.wales](mailto:Office@llanharan-cc.gov.wales)>

Subject: FW: Floodlights

Good afternoon,

The intention of the resolution was not necessarily for you to go and obtain fresh quotes for the job from multiple contractors but rather to refresh the quotes you already had based on the specifications already provided to those suppliers when the original quotes were obtained so it

could be confirmed that the granted amount (c £42K) was adequate to complete the work.

However, I see that quote B in your email below falls below the c£42k granted amount.

Can you confirm that

a. this is the option that you have chosen

b) therefore barring unforeseen events all works will be completed for this price

(ie this is the total project cost inclusive of all costs already incurred including the Western Power upgrade carried out at the beginning of the project and columns?)

If that is not the case could you please let me know which quote you have opted for and confirm the total net project cost?

Regarding the availability of funds the Council resolutions below still apply:

*RESOLVED*

CIL2022/036 LRGT to provide evidence that planning permission is NOT required for the replacement floodlights via a Lawful Development Certificate. Or if planning permission is required, to provide evidence that the permission is in place. For any further payments towards the project to be suspended until one or other document is provided.

*RESOLVED*

CIL2022/036 Regarding the Welfare ground floodlights project (LCC 19/01) The Clerk to obtain updated quotes from LRGT showing revised total project costs. Should the total exceed that already granted then the matter be brought back to Council to be re-examined. For any further payments towards the project to be suspended until the revised project costs are provided and resolved by Council if necessary.

If you could just clarify the questions regarding the quotes above and produce the LDC or planning permission then funds can be paid upon the receipt of invoices in the normal manner without having to go back to Council.

Any issues please give me a call to discuss.

Best regards

**Leigh Smith**

**Clerk to the Council.**

Llanharan Community Council

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** Llanharan Welfare Hall & Fields <[mail@lrgt.co.uk](mailto:mail@lrgt.co.uk)>  
**Sent:** 11 November 2022 12:44  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Cc:** David Evans <[David.Evans@rctcbc.gov.uk](mailto:David.Evans@rctcbc.gov.uk)>  
**Subject:** Floodlights

Dear Clerk,

Further to the request for new quotation please see below.

Western Power - Paid

Columns - £7,800 We have paid

Planning Fee - £210 We have paid

Quote A = £49,358 + VAT Excluding ground works

Quote B = £38,450 \_ VAT Including all ground works

Quote C = £59,000 + VAT Including all ground works

Quote D = Failed to submit a price (electrical only)

Quote E = Failed to submit a price (ground work only)

**We would appreciate the go ahead to continue with this project so we can be reimbursed for the columns as you have placed us under financial hardship.**

In addition, we have to pay for the internal meter to be changed and as previously advised and excepted this may impact on the changing room and boxing club as both of these facilities are fed off the main hall with cables running at head height into each separate building.

The meter is being changed on the 21st November and the chosen contractor has to attend with them and Western Power to bring the 3phase into the building and change the distribution board to accommodate. **We do not have the money to pay for this work and it cannot be stopped.**

We would like the ground work completed, cables run and concrete base in to prevent the costs from continually increasing, **each day we delay the material costs increase; it is not in the public interest to continually delay re-approving this project as the unnecessary delays have already run into thousands.**

**Please note the ground work does not impact on planning permission as the work is underground. We will not erect the columns.**

Sarah

Charity No: 524178

Llanharan Recreation Ground

--



Charity No: 524178

Llanharan Recreation Ground

--



Charity No: 524178

Llanharan Recreation Ground

## LLANHARAN COMMUNITY COUNCIL

### Grant Aid Application Form

The maximum grant available is up to £2,000.

No payments will be paid by cash.

<b>SECTION A: ABOUT YOU</b>	
<b>Name of Organisation:</b> (Please note that if you are successful, payment will be made to a bank account registered in this name).	Ynysmaerdy Welfare Association (known as Ynysmaerdy Community Centre)
<b>Registered Charity Number (if applicable)</b>	N/A
<b>Name of Main Contact:</b> (All correspondence will be addressed to this person)	Ian Davy (Chair)
<b>Full Postal Address of Applicant:</b>	5 Glan Yr Ely Ynysmaerdy
<b>Contact Telephone Number:</b>	Daytime: Mobile: 07966 698017
<b>Main Contact Email Address:</b>	ian.davy@hotmail.co.uk
<b>Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years?</b>	
<b>If the answer is yes, please complete the box below:</b>	
Date	Amount
May 2022 – Jubilee event	£974
	£
	£
	£
Has an Appendix Two, 'Grant spend confirmation form' been satisfactorily completed for the most recent grant Appendix Two MUST be completed for the application to be considered.	Not known. Not sure if required for the above grant Yes <input type="checkbox"/> No <input type="checkbox"/>





Please provide a brief description of the main aims and activities of the organisation applying for a Grant.

*Operational management of the Ynysmaerdy Community Centre*

How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?

*The Management Committee has 9 members all of which live in Ynysmaerdy*

Are you a not for profit organisation?

Yes  No

How long has the organisation been established?

*Since the 1950's I believe*



**SECTION B: WHY ARE YOU APPLYING FOR GRANT AID?**

Please provide a brief description of specifically what you intend to use the Grant Aid for?

*The Full Fibre Broadband infrastructure has recently been installed in the village by BT.*

*The Community Centre has never had Wi-Fi to date and the installation of full fibre allows the opportunity to have usable Wi-Fi for a large number of users at one time.*

*The Grant will cover the cost of installation and the usage charge for a 12 month period. If possible, we would like the grant to cover the full 24 month contract. This will give the opportunity to test the benefits and customer satisfaction for the current and future users and assess the additional income gained as a result of installing Wifi.*

How will the Grand Aid benefit the Community?

*Community groups use the Centre in the evenings on a weekly basis. They are the Guides and Rangers, a craft class, yoga, Taekwondo and a choir. There is already daytime use by a childcare organisation for staff training on a monthly basis. NHS staff (from the nearby Royal Glamorgan Hospital) have recently enquired about renting the Centre. WIFI usage will make this and other similar rentals more attractive. The Management Committee have already agreed to purchase a laptop, projector and screen from funds that are already secured.*

*The new Committee are keen to hold more community events in the future. A successful and well attended Jubilee family event was held and a recent car boot sale. A Halloween childrens party will be held soon. The grant will allow additional community services to be arranged. Ideas are for older people social events and childrens events where screening via WIFI can be utilised.*

Please provide the dates you intend to start and finish the project.

Start Date: *Hopefully December 2022*

Completion Date: *After 12 months usage so December 2023 if starts on time.*





<b>SECTION C: How much Grant Aid is being applied for?</b>
<p>What is the total cost of the project/items for which Grant Aid is required?</p> <p><i>£935.76 for a 24 month contract including installation.</i></p>
<p>What is the amount of Grant Aid the organisation would like to apply for?</p> <p><i>£467.88 for the first 12 months although if possible, grant aid for the full 24 month contract would be very welcome.</i></p>
<p>What other sources of funding have been approached, or are available for the project?</p> <p><i>None, the second year will be funded from Centre funds if the full cost is not grant aided.</i></p>
<b>Supply the following information dependant on grant applied for.</b>
<p>A. Up to £100</p> <ul style="list-style-type: none"> <li>• Organisation/Group constitution or rules</li> </ul>
<p>B. £101 - £499</p> <ul style="list-style-type: none"> <li>• Income and expenditure account/balance sheet</li> <li>• Last bank statement</li> <li>• Constitution or rules</li> <li>• VAT registration</li> <li>• Is the organisation profit making?</li> <li>• Provide quotations for items the Grant will be used for.</li> </ul>



C. £500 - £2,000

- As requested in B
- Latest audited/ratified accounts and balance sheet.

**Section D: Sustainability**

Will the project/activity continue after this funding has ended?

Yes  No

If yes, provide details

If proven cost effective and welcomed by Centre users, the Centre will cover the ongoing costs.

**Section E: Payment Details**

If your application is successful, payment will be made using the details below.

**Account Name** (*Use name of the organisation applying as in Section A*)

Ynysmaerdy Welfare Association

**Account Number**

10897019

**Sort Code**

40-44-48





**SECTION F: Completing the application**

Your Signature – This must be the signature of the main contact named in Section A

**Declaration:**

- i. I certify that the information contained in this application is correct.
- ii. If the information changes in any way I will inform Llanharan Community Council.

Signed:



Date:

23/10/22

**Please note that this form requires two signatures:**

Second Signature: Sharon Griffiths

Position held in organisation: Treasurer

Signed:



Date:

23/10/22

**Completed application forms should be returned to:**

Clerk to the Council  
Llanharan Community Council  
2 Chapel Rd  
Llanharan  
CF72 9QA  
clerk@llanharan-cc.gov.wales  
01443 231430

**Checklist:-**

- ✓ A copy of the organisations Constitution or rules to be provided
- ✓ Two signatories on the form.
- ✓ Submission of the application form is completed before the deadline date.



- ✓ You have considered any Equality impact issues in your application.
- ✓ If you previously received a grant from Llanharan Community Council, complete and include the feedback from in Appendix One and Appendix Two.

**Please note any applications received after the deadline dates may not be considered.**

**For any further information or assistance in completing the form please contact Llanharan Community Council on 01443 231430**





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**Full Fibre 74**  
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**£38.99**  
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> Package and speed details

**Continue to checkout**

**Add extras**

Feedback



**Your estimated speed**

When you check availability we'll estimate the speed you should get. If you can provide a



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With broadband only you can say bye to line rental and hello to big savings and big speeds.



**Supercharged by our Hub Two router**

For reliable, incredible speeds and stronger Wi-Fi connections.



**CONSTITUTION  
YNYSMARDEY COMMUNITY CENTRE  
MANAGEMENT COMMITTEE**

**(1) MANAGEMENT COMMITTEE**

**(a) MEMBERSHIP**

The Management Committee shall be appointed to manage the Community Centre ("the Centre") and shall consist of:-

- (i) No less than 6 representatives of 18 years of age or over appointed by the inhabitants of the Ynysmardey electoral division(s) ("the inhabitants"). There shall be an upper limit of membership on the management committee of 18.
- (ii) At least two thirds of the Management Committee shall be inhabitants of the aforementioned electoral division. Individuals standing for election from outside the ward must be nominated by a member living within the electoral division. Inhabitants living outside of the Borough of Rhonda Cynon Taff will not be eligible for election. If any individual serving on the Committee should move outside the Borough, they may complete their period of office, if they so wish, up until the re-election of officers at the Annual General Meeting.
- (iii) A member of one Community Centre Voluntary Management Committee is not eligible to sit on a second Management Committee.
- (iv) The Chair of Rhonda Cynon Taff County Borough Council ("the Council") or a member nominated by him or her shall be ex-officio members and entitled to attend meetings at their own discretion in an advisory capacity only. These individuals will not be entitled to make formal proposals or vote on any matters, but retain the right to refer any matter under clause 2d to the Council for its determination consideration.
- (v) The members for the electoral division in which the Centre is situated shall be permitted to attend the management committees of their local community centres in an advisory capacity only. They shall not be entitled to make formal proposals or vote on any matter but retain the right to refer any matter under clause 2d to the Council for consideration.
- (vi) The Council shall be entitled to nominate two officers to attend the meetings of the Management Committee in an advisory capacity only.

**(b) TENURE OF OFFICE**

- (i) Members of the Management Committee shall serve for a period of one year and shall be eligible for re-appointment at the annual meeting of the Management Committee by such of the inhabitants as attend the annual Meeting.
- (ii) Casual vacancies may be filled at an ordinary meeting of the Management Committee.

**(c) OFFICERS**

The Management Committee shall at its first meeting immediately following the Annual General Meeting elected from its Members a Chairperson, Vice-Chairperson, Secretary, Treasurer and such other officers as they consider appropriate. The Treasurer shall not hold any other office on the Management Committee. At this meeting immediately following the





Annual General Meeting to elect the officers, if a majority is not reached on any vote then the Chairperson will have a casting vote. The Chairperson will be the person who chaired the Annual General Meeting.

#### **(d) QUORUM**

The quorum at any meeting of the Management Committee shall be four Members.

### **2. MEETINGS**

(a) Meetings of the Management Committee shall be held at least bi-monthly, preferably monthly, and at such other times as may be necessary. Additional meetings shall be called by the Secretary on 14 days written notice from the Chairperson or from not less than 2 members. Any notice of a scheduled meeting shall be accompanied by an agenda specifying the business to be transacted at the meeting and the minutes of the previous meeting. Those shall be sent or delivered a full 7 days prior to the meeting to:-

- (i) Each member of the Committee at his/her usual or last known place of residence.
- (ii) To the Council's ex-officio members and locally elected Councillors.

(b) Every question shall be determined by the majority of the members present and voting thereon and in the case of equality of votes the Chairperson shall have a second and casting vote.

(c) The Committee shall comply fully and in all respects with any request, requirement, decision or order given by the Council. Any such order resolution notice or direction shall be properly served if delivered verbally, or by hand, through an officer appointed by the Council or if sent by ordinary pre-paid post addressed to the secretary of the Committee at the community centre or at his/her last known address.

(d) At any properly and duly convened meeting of the Committee the Chairperson of the Council or a member nominated by him or her or any one of the locally elected councillors of the electoral division present thereat shall have the right to demand that any proposal resolution or other matter which would restrict the use of the Centre or involve works of adaptation to the building shall be withdrawn from the consideration of the Committee for referenced to and consideration by the Council. Such a demand shall be accepted and complied with by the Committee without discussion. The decision of the Council upon such reference shall be communicated to the Committee

### **3. ANNUAL GENERAL MEETING**

(a) An Annual General Meeting of the inhabitants should be held at the Centre in June or July of each year.

The Committee shall ensure that notice of the meeting and of the business to be transacted shall be posted on the principal notice board of the Centre at least 28 days before the meeting.

The Committee shall also exercise reasonable endeavours to give notice of the meeting locally by way of newspaper advertisement and notices in shops in the locality.

(b) The names of the retiring Committee Members shall be posted up on the principle notice board of the Centre for at least 28 days before the election.





(c) Candidates for appointment as Committee Members shall be proposed by at least 2 of the inhabitants who shall inform the Committee in writing of their intention to stand. Seven days at least before the election, the names and addresses of the candidates and their proposers shall be posted on the said notice board.

(d) The Annual General Meeting should be chaired in the first instance by one of the locally elected members of the electoral division, who will be invited by the retiring Committee to perform this duty. If the local Councillor is unable to attend then an officer of the Council will take the chair.

(e) The business to be transacted at the annual meeting shall be the election of Committee Members, the consideration of the accounts and such other business as shall have been included in the notice convening the meeting. The elected voluntary Committee Members shall be solely responsible for the appointment of their own Officers at the first meeting immediately following the Annual General Meeting.

(f) The Chairperson of the meeting may at his/her discretion, and after consultation with the Committee, permit discussion on other matters if in his/her opinion the following discussion is likely to be of value to the Centre's Management. No resolution may be passed on these additional items.

(g) Nominations for the appointment of Committee Members may, at the discretion of the Chairperson, be accepted at the Annual General Meeting

#### **4. FUNCTIONS AND RESPONSIBILITIES**

(a) The function of the Management Committee shall be to manage and control the Centre for the social, educational, recreational and cultural activities for the benefits of the inhabitants of Ynysmaerdy and its adjoining area. The Management Committee shall be responsible for:-

(i) Meeting annually, through hire charges or otherwise, the cost of the wages of the caretaker appointed, cleaning, lighting and heating the premises together with any other expenses of a recurring nature (excluding rates).

(ii) Maintaining a scale of charges for use of the Centre estimated to produce income annually together with any additional income the Committee may raise to meet the annual expenditure. Charges for the use of the Centre and its facilities shall be set by the Management Committee but shall be subject to the approval of the Council's appropriate officer.

(iii) Keeping the interior of the Centre in a reasonable condition, fair wear and tear excepted. Any works of maintenance or decorating to the interior must be carried out to the satisfaction of the Council's appropriate officer. The Council, or a duly appointed officer of the Council, shall have the power at all times, with reasonable notice, to inspect the Centre.

(b) The Management Committee may, subject to the prior written approval of the Council, make grants or charitable donations to third parties for the purpose of the social, economic or environmental well-being of the area of the electoral division in which the Centre is situated.



(c) Any request to amend the Community Centre constitution in any way must be made in writing to the Council's appropriate officer. The request will then be submitted for consideration to the Council. The Voluntary Management Committee will be notified in writing of the decision.

## **5. FINANCE**

### **(a) SUBMISSION OF ACCOUNTS**

The accounts of the Committee shall be made up annually to 31st March on an income and expenditure basis. After audit by an independent body the accounts shall be presented for adoption at the AGM of the Committee and thereafter be open for inspection by the Inhabitants.

### **(b) AUDIT**

The books of Accounts of the Committee shall be available for inspection by the appropriate officers of the Council upon receipt of due notice.

### **(c) CAPITAL EXPENDITURE**

Any proposals for capital expenditure shall be subject to the approval of the Council. Arrangements for sharing capital expenditure shall be decided when individual schemes are submitted.

## **6. ATTENDANCE**

In the event of a member of the Management Committee being absent from the three consecutive meetings of the Committee the said member shall cease to be a member unless the Management Committee determines (after making reasonable enquiries and having given an opportunity to the member to explain his or her reasons for absence) that there is a reasonable excuse for such non-attendance.

If the Committee does not make such a determination within one month of the third absence, the member shall have the right during the period of 14 days thereafter to refer the matter to the Council, whose decision shall be final.

## **7. HIRING**

Solely for the purpose of hiring the Centre, all hirers shall be deemed to be members of the Centre.

## **8. GENERAL**

References to the Council in this constitution shall, where the context permits include the Council acting through the Cabinet of the Council or otherwise acting in accordance with the Council's constitution from time to time.

## **9. REMUNERATION**

Members of the Management Committee shall perform their duties in a voluntary capacity only and shall receive no remuneration other than payment of reasonable out-of-pocket expenses authorised by the Management Committee from time to time.





**10. DISSOLUTION CLAUSE**

In the event of the association/committee being wound up during the continuance of this agreement it is hereby agreed and declared between the parties hereto that all assets and funds of the association/committee shall be transferred to the Authority absolutely. This will include any grant received in accordance with the Constitution of the community centre to include grant received or any portion not received or expended which has been acquired independently of the Authority which shall be treated for all purposes within the terms and conditions of the constitution and would be subject to transfer to the Authority hereto referred to as "assets and funds' and returned to the Authority absolutely.

Signed:

.....

[on behalf of the Ynysmaerdy Community Centre committee]

Signed:.....

[on behalf of Rhonda Cynon Taf County Borough Council).

Dated:

.....





**Unaudited Financial Statements**

**for the Year Ended 31 March 2022**

**for**

**YNYSMAERDY COMMUNITY CENTRE**



**YNYSMAERDY COMMUNITY CENTRE**

**Contents of the Financial Statements**  
**for the Year Ended 31 March 2022**

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**YNYSMAERDY COMMUNITY CENTRE**

**General Information**  
**for the Year Ended 31 March 2022**

**ADDRESS:**

Mr M Cude - Community Facilities Manager  
Wau Wen Recreation Centre  
Rhiwgarn Road  
Trebanog  
Rhondda Cynon Taff  
CF39 8LX

**ACCOUNTANTS:**

James de Frias  
Chartered Accountants  
Llanover House  
Llanover Road  
Pontypridd  
Mid Glamorgan  
CF37 4DY



**Unaudited Financial Statements**

**for the Year Ended 31 March 2022**

**Chartered Accountants' Report to**

**YNYNSMAERDY COMMUNITY CENTRE**

In accordance with our terms of engagement we have prepared for your approval the financial statements of Ynysmaerdy Community Centre for the year ended 31 March 2022 on pages four to six from the accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook).

This report is made solely to you, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Ynysmaerdy Community Centre and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical Release TECH08/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you for our work or for this report.

You have approved the financial statements for the year ended 31 March 2022 and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

James de Frias  
Chartered Accountants  
Llanover House  
Llanover Road  
Pontypridd  
Mid Glamorgan  
CF37 4DY

Date: .....





**Unaudited Financial Statements**  
**for the Year Ended 31 March 2022**  
**YNYSMAERDY COMMUNITY CENTRE**

**Client Approval Certificate**

In accordance with the terms of engagement of James de Frias, I approve the financial statements for the year ended 31 March 2022 which comprise the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my responsibility for the financial statements, including the appropriateness of the accounting basis as set out in note 1, and for providing James de Frias with all information and explanations necessary for their compilation.

.....

Date: .....



**YNYSMAERDY COMMUNITY CENTRE**

**Profit and Loss Account  
for the Year Ended 31 March 2022**

	31.3.22		31.3.21	
	£	£	£	£
<b>Income:</b>				
Hire	2,767		438	
Grants	<u>1,018</u>		<u>250</u>	
		3,785		688
<b>Expenditure:</b>				
Post & stationery	9		25	
Licences & insurance	159		-	
Repairs & renewals	-		8	
Cleaning	715		121	
Light & heat	<u>895</u>		<u>897</u>	
		1,778		1,051
		<u>2,007</u>		<u>(363)</u>
<b>Finance costs:</b>				
Bank charges		22		-
<b>NET PROFIT/(LOSS)</b>		<u><u>£1,985</u></u>		<u><u>£(363)</u></u>



**YNY SMAERDY COMMUNITY CENTRE**

**Balance Sheet**  
**31 March 2022**

		<u>31.3.22</u>		<u>31.3.21</u>	
	Notes	£	£	£	£
<b>CURRENT ASSETS:</b>					
Bank Current Account		6,901		5,050	
Cash in hand		184		50	
			<u>7,085</u>		<u>5,100</u>
			<u>£7,085</u>		<u>£5,100</u>
<b>FINANCED BY:</b>					
<b>CAPITAL ACCOUNT:</b>	2		<u>£7,085</u>		<u>£5,100</u>

1950

NAME	CLASS	GRADE	COURSE
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]
[Faint Name]	[Faint Class]	[Faint Grade]	[Faint Course]

**YNYSMAERDY COMMUNITY CENTRE**

**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

1. **ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been compiled on a basis which enables profits to be calculated in accordance with generally accepted accounting practice and which provides sufficient and relevant information to enable the completion of a tax return.

2. **CAPITAL ACCOUNT**

	31.3.22		31.3.21	
	£	£	£	£
Balance brought forward	5,100		5,463	
Add:				
Net profit	<u>1,985</u>		-	
	7,085		5,463	
Less:				
Net loss	-		363	
		<u>7,085</u>		<u>5,100</u>
		<u><u>£7,085</u></u>		<u><u>£5,100</u></u>





J21CAD00CN7MDA0000070138001004 389 000

The Treasurer  
 Ynysmaerdy Community Centre  
 2 Glan yr Ely  
 Ynysmaerdy  
 Pontyclun  
 Mid Glamorgan  
 CF72 8LJ



## Your Statement

### Account Summary

Opening Balance	6,987.81
Payments In	235.90
Payments Out	47.86
Closing Balance	7,175.85

### 13 September to 12 October 2022

**Account Name**  
 Ynysmaerdy Welfare Association

**International Bank Account Number**  
 GB54HBUK40444810897019

**Branch Identifier Code**  
 HBUKGB4149J

**Sortcode**      **Account Number**      **Sheet Number**  
 40-44-48      10897019      443

### Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
12 Sep 22	<b>BALANCE BROUGHT FORWARD</b>			<b>6,987.81</b>
23 Sep 22	CR CASH IN AT HSBC BANK PLC COWBRIDGE			
26 Sep 22	CHQ 100803 ✓	42.46	124.90	7,112.71
30 Sep 22	CR YOGA FRESH YOGA HALL RENT		48.00	7,070.25
03 Oct 22	DR TOTAL CHARGES TO 11SEP2022	5.40		7,118.25
11 Oct 22	CR WILSON EL COR SEREN SEP/OCT		63.00	7,112.85
12 Oct 22	<b>BALANCE CARRIED FORWARD</b>			<b>7,175.85</b>

*Handwritten notes:* 5007, -27, 36, 5007, 02

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

Debit Interest Rates	balance	EAR variable
Debit interest		21.34%



## **Correspondence regarding the bank balance included in the application**

**From:** REDACTED

**Sent:** Friday, November 4, 2022 2:08:38 PM

**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Subject:** RE: Ynysmaerdy Community Hall

I understand that. The only sum of money in our bank balance is £1,080 which is ring fenced by the funder for a laptop and projector. However the committee feel that a screen is required and should be a fixed pull down type and would cost about £450. This is in addition to the restricted grant that has already been received.

The remaining funds are largely a safety net although there is a need for redecoration throughout the centre and better lighting and it is unlikely that RCT will pay for it.

REDACTED

**From:** [The Clerk / Project Officer](#)

**Sent:** 03 November 2022 15:14

**To:** REDACTED

**Subject:** RE: Ynysmaerdy Community Hall

Hi REDACTED

Thank you.

I've had a look and it all seems to be in order. I will submit the application to the next Audit meeting which will likely be in late November/early December.

One point which is likely to be noted by the committee is that you have a relatively healthy bank balance. In these circumstances I usually ask applicants to provide a narrative of why you are requesting a grant when you have funds in the bank as in my experience this is often questioned in Council and can cause delays.

You understand I make no judgement myself and will pass your comments on as part of the application.

Best regards

Leigh

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**





Dear Friend,

I am pleased to let you know that the Community Council has reserved funds within its 2021/22 budget to award grants to community organisations which can demonstrate a clear need for financial support to benefit local residents.

A copy of the application form along with guidance notes is attached.

If you would like to apply for a Grant, the application form must be completed and returned by the 30<sup>th</sup> June 2021.

If your organisation/project previously received a Grant from the Council, it is imperative that you also complete and return the Grant Feedback form in Appendix One.

If you would like support completing the application form, visit our office in Chapel Road, or email/phone using the contact details below.

**Clerk to the Council  
Llanharan Community Council**

clerk@llanharan-cc.gov.wales  
01443 231430  
2 Chapel Road  
Llanharan  
CF72 9QA



## **LLANHARAN COMMUNITY COUNCIL**

### **Grant Aid Application Guidance Notes**

*Please read the guidance notes before completing the form:*

Llanharan Community Council awards grants, at its discretion, to community organisations which can demonstrate a clear need for financial support to benefit residents of the Llanharan Community Council Wards by;

- providing a service
- enhancing a quality of life
- improving the environment
- promoting Llanharan Community Council area in a positive way.

We suggest any applicants speak with the Clerk to the Council prior to requesting a grant; you may also seek assistance/guidance from your local Councillor.

### **Eligibility**

Grants will not be made;

- to organisations situated outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided
- to organisations that are socially exclusive, e.g., where there are unreasonable restrictions on membership inconsistent with equal opportunities
- to organisations established for party political purposes or promoting religious purposes





- where the aims and objectives of the organisation are inconsistent with the values of the Community Council.
- no grant will be awarded to or for any commercial venture for private gain
- the grant cannot fund the purchase of alcohol, wages, loans or interest payments or VAT that you can recover
- no retrospective applications will be considered.

**Grants will be considered under the following criteria:**

The organisation must be non-profit making or charitable (i.e. an independent group that does not make profit to pay Directors, Members of Shareholders; normally run by volunteers). Grants will not be made to individuals and would not normally exceed 50% of the cost of the project or activity.

Grants will not be made retrospectively and only one application for a grant will be considered from each organisation in any one financial year.

All grants must be used within one year from the award being made.

All grants are awarded on a one-off basis – if required for subsequent years a new application must be submitted each year.

A grant may only be used for the purpose set out in the application and it cannot be given or transferred to any other group.

Any monies not used, in part or full, for the agreed purpose must be immediately returned to the Community Council.

At the Council's discretion, for large grants, (over £500) groups may be subject to a visit by the Clerk and/or Councillors to see how the grant has been administered.

The Council will require details of how the money has been spent within 1 year of the award being made.





Recognition of the grant from the Llanharan Community council must be made in any publicity and in the Group's accounts.

The Council may use the name of your Group and its project in our own publicity material where appropriate.

**All grants are at the discretion of the council:**

All applications will be considered on their merits and subject to providing the supporting documentation as requested on the application form. Incomplete applications will be returned and may not be re-considered. Especially if the budget is depleted.

Groups may be asked to make a brief presentation to Council Members.

If required, it is the applicant's responsibility to ensure that public liability insurance is in place.

The Council will take into consideration any previous grants made to an organisation when considering a new application.

**Grants – DATA PROTECTION**

Your Personal Data – The information in this application will be held by Llanharan Community Council for considering your grant application. The information that you have provided in the application form above will be presented to a Council meeting and become a permanent public record in the Council minutes. The contact information for the application will be retained for up to 7 years as an audit trail for our expenditure and may be shared with relevant authorities when requested by them. This data will be controlled by Llanharan Community Council – for further information, please contact the Clerk on 01443 231430. More information can be found in our Privacy Notice which can be seen on the Council's website at [llanharancc.webs.com](http://llanharancc.webs.com) or from the Council Offices.



## LLANHARAN COMMUNITY COUNCIL

### Grant Aid Application Form

The Community Council must be informed of requests for grants less than £499 by the end of August and more than £500 by the end of November. The maximum grant available is up to £2,000.

No payments will be paid by cash.

<b>SECTION A: ABOUT YOU</b>	
<b>Name of Organisation:</b>  (Please note that if you are successful, payment will be made to a bank account registered in this name).	Llanharan and Brynna Wimbles
<b>Registered Charity Number</b> <i>(if applicable)</i>	
<b>Name of Main Contact:</b>  (All correspondence will be addressed to this person)	Sarah Liney
<b>Full Postal Address of Applicant:</b>	18 Cynllan Avenue Llanharan CF72 9UL
<b>Contact Telephone Number:</b>	Daytime: 07760162077  Mobile: 07760162077
<b>Main Contact Email Address:</b>	Llanharanandbrynnawimbles@gmail.com



**Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years? No**

**If the answer is yes, please complete the box below:**

Date	Amount
	£
	£
	£
	£

Please provide a brief description of the main aims and activities of the organisation applying for a Grant.

We are a Community Environmental Group founded in 2016.

We work for a stronger community, healthier environment working towards a plan of action to mitigate against the impact of climate change from the damage done within our community.

We encourage and educate the community around this area, whilst managing two community gardens, carrying out litter picks and river cleans.

Sharing skills, ideas, knowledge and experience we hope for a community rich in wildlife that encourages biodiversity. Empowering our community to make a real difference we guide people and provide kit so all can become socially responsible creating a sustainable community where we actively care for our wellbeing and environment for future generations.



How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?

6 committee members  
39 active litter pickers  
The wider community  
100% live within The LCC area

Are you a not for profit organisation?

Yes

No

How long has the organisation been established?

14/11/2022

6 years

Amendment to Bryncae Community Garden following the request to create a fully accessible Garden for all, the garden is in walking distance, is on a level of equality purposes and has ease of parking for transporting goods back and fore. Surplus produce would/can be donated to the Pantry.

## SECTION B: WHY ARE YOU APPLYING FOR GRANT AID?

Please provide a brief description of what you intend to use the Grant Aid for?

We wish to use the grant at the Brynna Garden, creating a canopy and raised allotment beds.

The garden is currently being redesigned so it is more appealing for those walking by to come in, in addition we wish to start using the garden for bush craft skills; educating children about growing produce and using these to survive.

The canopy will provide an area that is covered allowing users protection from the elements (sun, rain) all year around.

The raised beds will offer better weed control and ease for disabled users, whilst growing produce.

If we don't carry out the work now we will miss another year due to preparation and set up, now the Country are in the process of



removing all covid restrictions we need to home in and capture the passion that is currently available to revigourise our garden. The garden has been used over the past 12 months, however; the weeds were relentless and provided difficult for us all.

How will the Grand Aid benefit the Community?

The garden has been missed by many during the pandemic.

It is proven that gardening can reduce stress and depression in varying ways, in addition we will educate people to garden in an environment and sustainable way.

Whether users wish to sit by the pond quietly, garden or take part in an activity it will improve their mental and physical health.

In addition working with the wider community and various groups will provide a sense of community and belonging.

The garden is a great asset to assist those suffering with mental health and those that wish their children to experience the outdoors in a safe environment providing them with skills to grow their own produce.

Please provide the dates you intend to start and finish the project.

Start Date: Now

Completion Date: End of April

**SECTION C: How much Grant Aid is being applied for?**

What is the total cost of the project for which Grant Aid is required?  
£1,700

What is the amount of Grant Aid the organisation would like to apply for?  
£1,500



What other sources of funding have been approached, or are available for the project?

Applied to Blakemore outcome end of the month early April

**Supply the following information dependant on grant applied for.**

A. Up to £100

- Organisation/Group constitution or rules

B. £101 - £499

- Income and expenditure account/balance sheet
- Last bank statement
- Constitution or rules
- VAT registration
- Is the organisation profit making?
- Provide quotations for items the Grant will be used for.

C. £500 - £2,000

- As requested in B
- Latest audited/ratified accounts and balance sheet.

**Section D: Sustainability**

Will the project/activity continue after this funding has ended?  
YES (delete as applicable)

If yes, provide details.

The group is in its 7<sup>th</sup> year, the passion and desire for an environmental aware community is stronger than ever.

We have seen an increased awareness during the pandemic and moving forward we can only see The Wimbles growing.



## Section E: Payment Details

If your application is successful, payment will be made using the details below.

**Account Name** (*Use name of the organisation applying as in Section A*)

Llanharan and Brynna Wimbles

**Account Number**

20391663

**Sort Code**

608301





**SECTION F: Completing the application**

Your Signature – This must be the signature of the main contact named in Section A

**Declaration:**

- i. I certify that the information contained in this application is correct.
- ii. If the information changes in any way I will inform Llanharan Community Council.

Signed: 

Date: 11<sup>th</sup> March 2022

**Please note that this form requires two signatures:**

Second Signature: *O Wickes*

Position held in organisation: Chair

Signed: Olie Wicks

Date: 11<sup>th</sup> March 2022

**Completed application forms should be returned to:**

Clerk to the Council  
Llanharan Community Council  
2 Chapel Rd  
Llanharan  
CF72 9QA  
clerk@llanharan-cc.gov.wales  
01443 231430



### **Checklist:-**

- ✓ A copy of the organisations Constitution or rules to be provided
- ✓ Two signatories on the form.
- ✓ Submission of the application form is completed before the deadline date.
- ✓ You have considered any Equality impact issues in your application.
- ✓ If you previously received a grant from Llanharan Community Council, complete and include the feedback from in Appendix One.

**Please note any applications received after the deadline date will not be considered.**

**For any further information or assistance in completing the form please contact Llanharan Community Council on 01443 231430**



## Appendix One

### Llanharan Community Council Grant Feedback

Name:	
Organisation:	
Address:	
Telephone:	
Email address:	
Website:	
Reason for previous application: (Project/activity name/details)	
Amount received:	
Date received:	



I was happy with the application process?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If your answer to the above question is no, please give further details to enable us to improve the application process.	
How has the donation made a difference to the Community?	

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

If you do NOT wish to have your photographs published tick this box

*Return the completed form to:*

**Clerk to the Council**  
**Llanharan Community Council**  
**2 Chapel Road**  
**Llanharan**  
**CF72 9QA**  
[clerk@llanharan-cc.gov.wales](mailto:clerk@llanharan-cc.gov.wales)  
 01443 231430