



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance), 7pm on Thursday 21st July 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, Geraint Hopkins JP, Will Thomas, Helen Donnan, Rhys Jenkins, Neil Feist, Mark Steer, Tracy Allen, Andrea James, Joanne Miller.

Apologies: Cllr Parmindra Pannu

Absent: None

Clerk to the Council: Leigh Smith

Office administrator: Lisa Phillips

4 members of the public.

2022/142 Welcome and Apologies.

RESOLVED

Councillor Parmindra Pannu proffered a reason for absence with his apology, and this was accepted by Council.

2022/143 Disclosures of personal and/or prejudicial interests.

Cllr Geraint Hopkins declared a personal interest regarding agenda item 6.



Cllr Mark Steer declared a personal interest regarding agenda item 14 in relation to Brynna woods.

Cllr Robert Lewis-Watkin declared a personal and prejudicial interest in a grant application from Brynna Football Club considered in agenda item 16.

Cllr Will Thomas declared a personal and prejudicial interest in a planning matter considered in agenda item 21

2022/144 Public speaking

None

2022/145 Minutes.

RESOLVED

The minutes for the ordinary meeting of the Council held by remote attendance at 7.00pm on Thursday 16th June 2022 were approved as a true and accurate record of proceedings.

2022/146 Matters arising.

None

2022/147 LCDP Presentation and payment of grant.

RESOLVED

To approve the payment of the first of two instalments of the 2022/23 grant. This payment of £12,500 approved.

2022/148 Annual Return of accounts for financial year 2021/22

RESOLVED

To approve the 2021/22 annual return of accounts.

2022/149 Council expenditure for April and May 2022.

RESOLVED

To approve expenditure for April and May 2022.



2022/150 Spend to date versus budget for 2022/23

Noted.

2022/151 Action plan

Noted.

2022/152 Police crime report

Noted.

2022/153 Community Council's school Governor representative for Brynnau Primary School.

RESOLVED

To nominate Cllr Joanne Miller as the Council's representative and for the Clerk to inform the appropriate RCT officer.

2022/154 2022 Fireworks display.

RESOLVED

That Llanharan Rugby Club be selected as the venue for the 2022 fireworks display to be held on Saturday November 5th, 2022.

RESOLVED

That LCDP be selected to organise the event on behalf of the Community Council with low noise fireworks used for the display subject to availability and the budget cap.

RESOLVED

That the budget for the event be increased to £9000 with a virement taken from general reserves.

2022/155 Recommendations of ORA Committee, Thursday 9th June 2022

RESOLVED

ORA2022/023 Alternative arrangements for the commissioning of carvings for Brynna Woods. That the Clerk approach 'Wildboar carvings'



and other artists to seek alternatives to Chris Woods to provide carvings for Brynna Woods.

RESOLVED

ORA2022/024 Japanese knotweed in the community. That members of the Community Council maintenance team attend training in the management of Japanese knotweed so that they are licenced to deal with Japanese knotweed on Community Council land. The Clerk to enquire with RCT regarding availability, scope and cost of such training.

RESOLVED

That the Community Council identify where outbreaks are on RCTCBC land and take ownership of engaging RCTCBC to manage the outbreaks themselves. (Note: If the Community Council staff are able to become trained and competent in the management of Japanese knotweed it is possible that the Community Council could attempt to negotiate a service level agreement (SLA) to manage outbreaks on RCT's behalf, if desired by the Council it is recommended that this potential proposal be deferred until some future date).

RESOLVED

Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears on private land. And/or keep a list of contractors who may be able to assist private landowners.

RESOLVED

The Clerk to contact RCTCBC and Bridgend College to enquire on training RE Japanese knotweed for maintenance staff.

RESOLVED

The Clerk to obtain leaflets and/or factsheets to keep at the Council office for members of the public.

RESOLVED

ORA2022/025 Area of ground near the bench adjacent to the Haran roofing building. That the Clerk contact RCTCBC highways to enquire whether they own the land.



RESOLVED

ORA2022/027 RCT 'Action for nature website'. That Councillor Mark Steer be proposed as the Community Council's official liaison to the website.

RESOLVED

ORA2022/028 Lighting of fires on allotment plots. That the Clerk contacts plot-holders to trial the allowance of fires at any time of day during the months of November through to and including February. Fires to be prohibited at any other time. The trial to be undertaken on a voluntary basis with the consent of plot-holders with no changes to the tenancy agreements at this time.

That the Clerk post notices to remind plot holders at the appropriate time of year to remind them that regardless of what material is burned on fires, they must not cause a nuisance to local residents

2022/156 Recommendations of CIL Committee, Tuesday 5th July 2022

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.

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

CIL2022/038 Youth shelters. That a project for the provision of youth shelters be added to the CIL123 list and Active Project lists and that the Clerk and Chair of the CIL Committee make further investigations into feasibility, cost etc... and present a comprehensive paper for the consideration of the committee at a future date.

RESOLVED

CIL2022/039 Location signage for Bryncae Football pitch. The Clerk to obtain a quotation and permissions to place a post and sign in a suitable location to direct the public to Bryncae football pitch.

RESOLVED

CIL2022/041 Increase in grant amount for LCC21/19 Dugouts at Welfare ground. That the grant amount be increased from £2700 to £4550 to allow the purchase and installation of manufactured dugouts. The grant to be paid upon receipt of 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.

2022/157 Recommendations of Audit Committee, Thursday 7th July 2022.

RESOLVED

A2022/015 Financial Regulations. The Clerk to produce a second draft of the proposed revised Financial Regulations based on discussions held during the meeting, and for this draft to be presented to a future meeting of the audit Committee.

A2022/016 Grant Applications

RESOLVED

To grant Bryncae FC the amount of £500 for the reasons specified in the application (broadly, general running costs).

RESOLVED

To grant LCDP the amount of £2000 for the reasons specified in the application.(Playday community event on 3rd August 2022).



RESOLVED

To grant Llanharan FC the amount of £900 for the reasons specified in the application (broadly, general running costs and expansion of teams)

RESOLVED

To grant Llanharan Rainbow Guides the amount of £400 for the reasons specified in the application. (Membership fees and for bulbs and flowers at war memorial and near the church hall).

RESOLVED

To grant Llanharan Horticultural Society the amount of £1200 for the reasons specified in the application. (General running costs and the hire of a van). Or the amount of £950 if it can be arranged that the Community Council van be made available to avoid the hire of a van.

Cllr Robert Lewis-Watkin left the room during consideration of the grant application for Brynna FC.

RESOLVED

To grant Brynna FC the amount of £708 for the reasons specified in the application. (broadly, general running costs). The Clerk to clarify whether CIL could be used for the repairs to the dugouts and if so to inform the club of the CIL grant application process.

2022/158 'Lamp post' poppies

RESOLVED

To purchase large lamp-post poppies to replace those that are damaged and worn to a value of £210

2022/159 Community Council 2022 Christmas lunches

RESOLVED

To request that LCDP to make the necessary arrangements to proceed with arrangements for the 2022 Christmas lunches based on a price of £23/head.

2022/160 Christmas hampers



RESOLVED

To defer the item to a future agenda.

2022/161 Extending the Pantry opening hours during the school holidays

RESOLVED

To expand 'the Pantry' to include Wednesday mornings (as well as the current Saturday mornings) during the period of the Summer holidays. That volunteers are sourced to staff the pantry where possible during the extra opening hours, but that Council officers are used to oversee, and to staff the pantry if necessary, during these times.

2022/162 Planning

Cllr Will Thomas left the room during the item to which he had declared a prejudicial interest.

Planning noted without comment.

2022/163 Membership of the working group tasked with examining the future purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for the 2023/24 budget.

RESOLVED

To defer this item to a future meeting.

2022/164 Urgent information

None.

There being no further business the meeting closed at 9.30pm.



Councillor Chris Parker

Chair of the Community Council



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held by remote attendance, 7pm on Thursday 16th June 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, Will Thomas, Helen Donnan, Rhys Jenkins, Neil Feist. Mark Steer.

Apologies: None

Absent: Geraint Hopkins JP. Parmindra Pannu

1 member of the public.

6 Co-option candidates.

2022/122 Welcome and Apologies.

No apologies for absence were received.

2022/123 Disclosures of personal and/or prejudicial interests.

None

2022/124 Exclusion of press and Public

RESOLVED

That by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion of the full agenda item 4 on the basis that disclosure thereof would be prejudicial to the



public interest by reason of the confidential nature of the business to be transacted.

2022/125 Questions and process regarding co-option.

RESOLVED

To adopt the process for co-option as outlined in the paper 'Appendix Co-opt1' without any questions being asked of candidates subject to the following motions.

A motion to ask candidates two specific questions was moved. The motion was not seconded and so the motion failed.

A motion to carry out the vote by means of a secret ballot was moved, seconded and carried.

2022/126 Co-option of Councillors.

RESOLVED

The following individuals to be co-opted onto the council subject to the correct signing of their declarations of acceptance of office.

Andrea James, Llanilid ward.

Tracy Allen, Llanilid ward.

Joanne Miller, Brynna ward.

2022/127 Public speaking

None

2022/128 Minutes.

RESOLVED

The minutes for the ordinary meeting of the Council held by remote attendance at 7.00pm on Thursday 19th May 2022 were approved as a true and accurate record of proceedings.

2022/129 Matters arising.

None



2022/130 Minutes.

RESOLVED

The minutes for the extraordinary meeting of the Council held by remote attendance at 7.00pm on Monday 23rd May 2022 were approved as a true and accurate record of proceedings.

2022/131 Matters arising.

None

2022/132 Minutes.

RESOLVED

The minutes for the extraordinary meeting of the Council held by remote attendance at 7.00pm on Thursday 26th May 2022 were approved as a true and accurate record of proceedings.

2022/133 Matters arising.

None

2022/134 Action plan

The Council's action plan was noted.

2022/135 Police crime report

Noted

2022/136 Fireworks display 2022

RESOLVED

The Clerk to obtain expressions of interest from candidate sites to host the 2022 fireworks display and to prepare a paper to allow Council to consider a venue at the next meeting of Council.

RESOLVED

The Clerk to obtain quotations (to include the option for 'quiet' fireworks) for the holding of the 2022 fireworks display event.



2022/137 Festive lights 2022

RESOLVED

That the Councillors sitting on the Community Engagement Working Group (Cllrs Evans, Parker and Thomas) select motifs to a maximum value of £4000 per annum.

This group to report its recommendations to the Audit Committee which shall be given delegated authority to place orders only to the value of £4000 per annum for 3 years with a contingency of 10%

2022/138 Terms of Reference for Community Engagement Working Group

RESOLVED

That the working group be made up of 3 councillors, councillor David Evans, Chris Parker and Will Thomas as previously resolved and unlimited members of the public be invited to attend.

The terms of reference for the working group to be deferred to a future meeting of Council.

2022/139 Hybrid meetings

RESOLVED

To trial Hybrid meetings for Full council for the July 2022 meeting. That Llanharan OAP hall be trialled as a venue. Should the trial be successful that the Council block books each third Thursday of the month for 2 hours per meeting at a cost of £20 per meeting (£10/hour) or £220 per year.

That the council trials a 'meeting owl' camera and speaker system and to purchase at a cost of up to £990 if trial successful.

To purchase a TV and stand at a cost of up to £350

2022/140 Planning

Noted without comment.



2022/141 Urgent matters

None.

There being no further business the meeting closed at 9.10pm.

Councillor Chris Parker

Chair of the Community Council



LCDP

21st July 2022

Mission & Aims of LCDP

▶ **LCDP Mission Statement:**

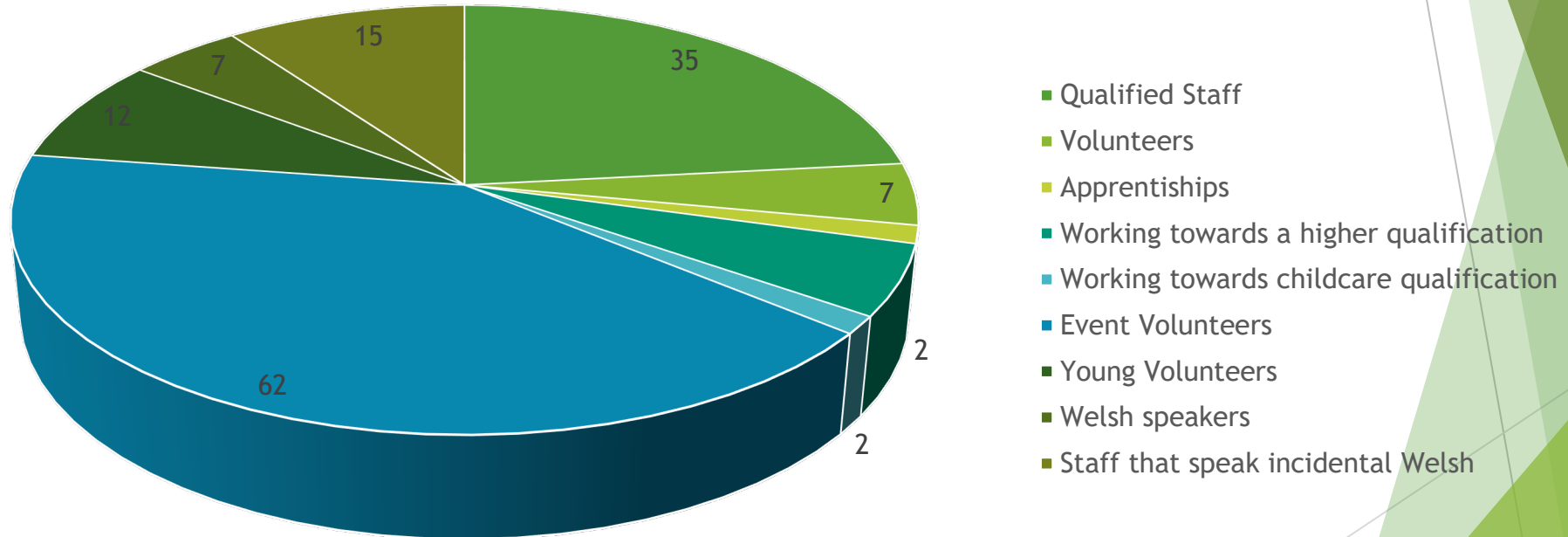
To develop, support & empower all ages of our community through learning, play & partnerships.

▶ **Aims:**

Llanharan Community Development Project Ltd (LCDP) seeks to identify the needs and support the well-being of the people primarily within the areas of Llanharan, Brynna and Bryncae. Through partnerships and employing local qualified staff we aim to deliver high quality childcare, play opportunities and education.

Staff & Volunteer Roles -

Staff/ Volunteers



Qualified Staff: 35

Volunteers: 7

Event volunteers: 62

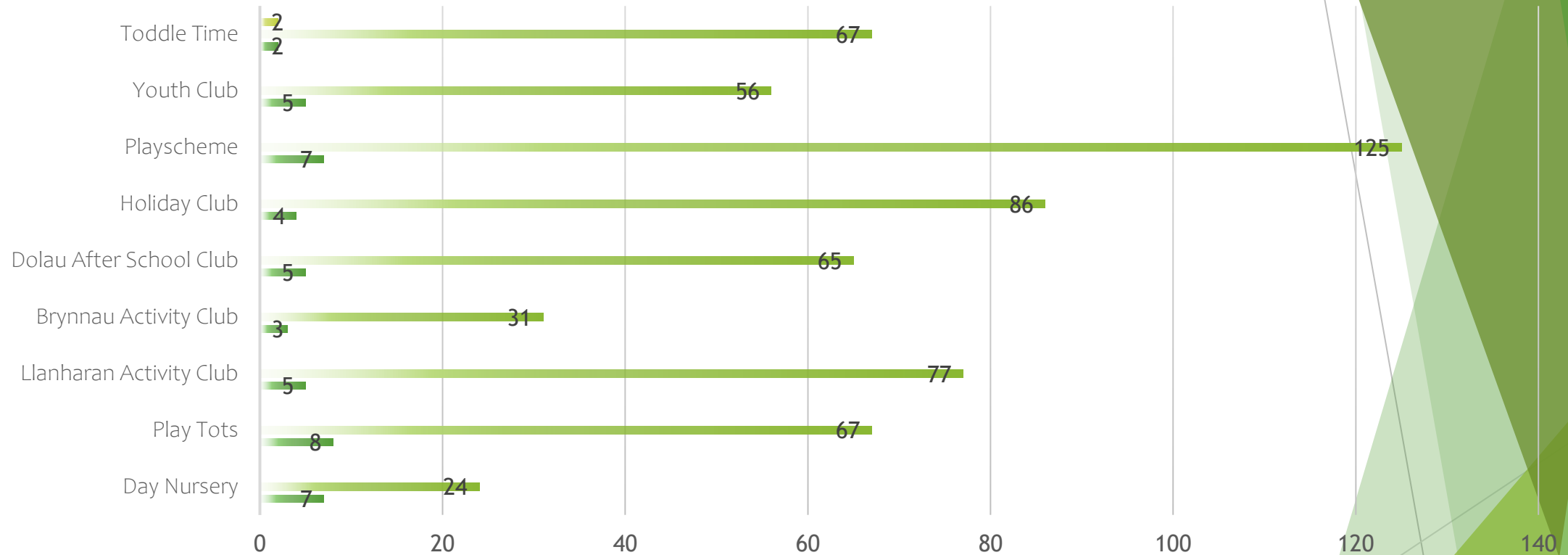
Staff that speak Welsh/ incidental Welsh: 22



Our services for Children & Young People:

- ▶ Day Nursery: 7 weeks - 5 years
- ▶ Play Tots: 2-5 years
- ▶ Activity Club: 5-14 years
- ▶ Holiday Club: 3-11 years
- ▶ Playscheme: 5-14 years
- ▶ Toddle Time: 0-4 years
- ▶ After School Club: 3-11 years
- ▶ Youth Club: 11-25yrs

Staff in our provisions / Registered children



	Day Nursery	Play Tots	Llanharan Activity Club	Brynnau Activity Club	Dolau After School Club	Holiday Club	Playscheme	Youth Club	Toddle Time
Weekly Volunteers									2
Registered Children	24	67	77	31	65	86	125	56	67
Staff	7	8	5	3	5	4	7	5	2

■ Weekly Volunteers
 ■ Registered Children
 ■ Staff

Our Services for Young People during lockdown

- ▶ During lockdowns, we continued our youth services by providing weekly virtual Zoom meetings. Our young people took part in discussions, debates, games and Kahoot quizzes.
- ▶ We provided activity bags with games, quizzes, sweets and seasonal gifts.
- ▶ When restrictions were lifted, we held “Creative Art Sessions” weekly for our young people to meet face-to-face and learn new skills.



Supporting families across the community:

- ▶ Over a duration of 6 weeks, more than 1,000 activity packs were delivered to families across RCT providing resources for families to join us online for a virtual play session. Our qualified Playworkers supported the families with a friendly face, games, and arts & crafts.



Services for Adults during lockdown:



► Lock down restricted many of our face-to-face services, however we were able to offer adults a safe place to socialize and chat by taking part in virtual support groups and weekly Zoom meet ups combating loneliness and isolation and support their mental health.

► Our staff and volunteers hand delivered over 1,040 food boxes between October – April!

LCDP SERVICES:

Drop In advice
and information

Printing services

LCDP Day
Nursery

Play Tots
Playgroup

Toddle Time

Youth Club every
Monday &
Wednesday

Holiday Club
8am to 6pm

Playschemes
during school
holidays

Activity Club
every Tuesday &
Friday

After School
Club in Brynna &
Dolau

Wellbeing Art
Classes

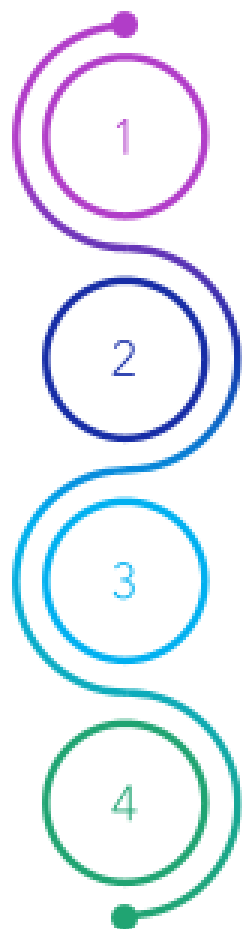
Pop Art &
Pyrography
Classes

Happy Dayz
Wellbeing Group

Adult Learning
Classes
(Computers &
Art)

Seasonal Events
and Activities

OUR LCDP JOURNEY 2020/21



August 2020

- Supported Play services in Rhydyfelin, Beddau and Bryncae

September 2020

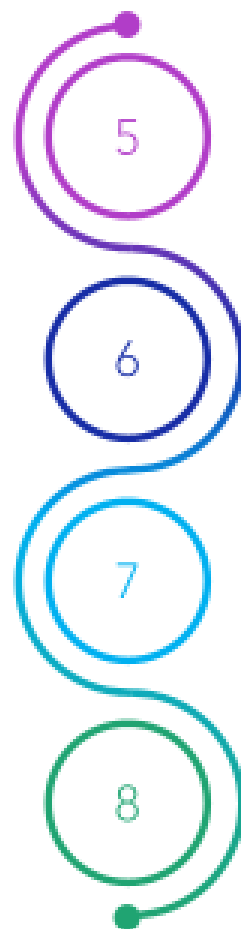
- Staggered start to Play Tots
- Dolau After School Club returned
- 120 Cream Teas

October 2020

- 110 cream teas
- HAPI project (Relaxation & Counseling classes)

November 2020

- 120 Cream Teas



December 2020

Santa's Mail Room - over 120 letters posted.

Christmas Treat Boxes - over 200 hand delivered locally.

January 2021

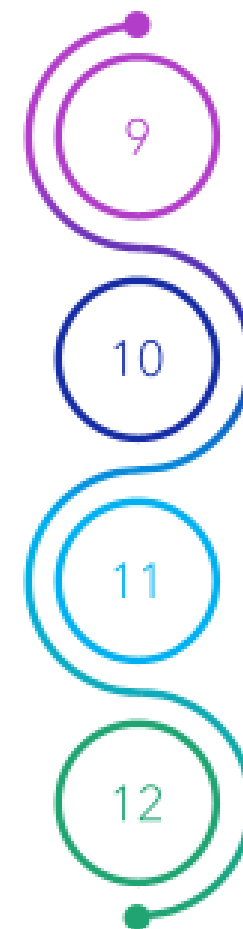
- 300 Treat Boxes

February 2021

- 203 Valentine's Day gift bags

March 2021

- 207 Mother's Day Gift Bags
- Virtual Play Sessions (6wks)



April 2021

- 190 Easter Treat Boxes
- 450 Easter Eggs
- LCDP Rocks

May 2021

- Creative Art Sessions with youth face to face

June 2021

- 120 Father's Day gift bags
- Toddle Time returned face to face

July 2022

- 25th Anniversary Party



Partnership working - Lockdown Support

Llanharan Community Council

Llanharan RFC

Barmore Vets

Chris Shepperd

Fish "n" Chip Bryncae





Quotes from community members...

Sarah Bastiman

Thank you for our boys easter eggs and thank you for the treat boxes for our elderly friends and neighbours.

Rebekah Thomas

What the drop-in centre does for the Community is just amazing. Well done

Sheila Harris

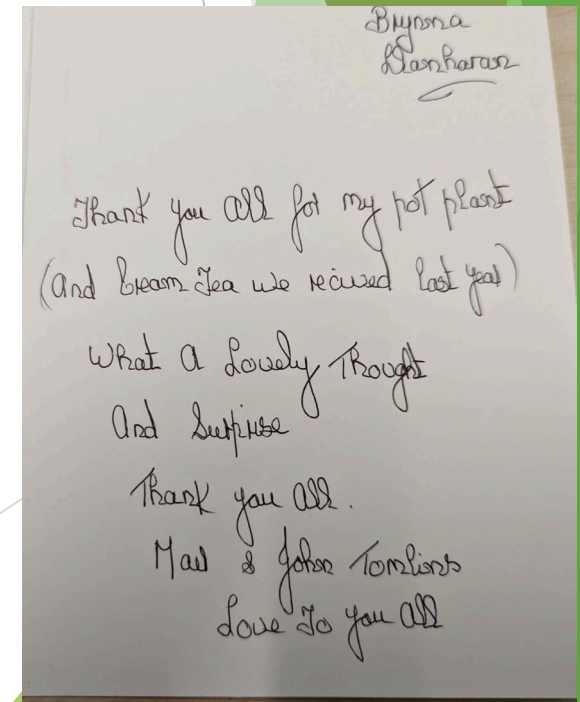
Brilliant treat during these strange times.

Tracy Gore

The eggs were awesome thank you so much for all you do for the community my children really loved them

Phillip Davey

Whoever decided on what to put in them was a genius! A real it of Christmas to cheer us up! Thanks again for ours and to whoever nominated us thanks for that act of kindness! My wife has only been out of the house four time all hospital appointments since March, so this little box was a lovely surprise.



Has your child enjoyed attending our services?

“Yes, and developed into volunteering and paid employment”

“yes hugely, only thing I'd say is holiday club gets booked up so quickly, there needs to be more staff or another branch at another venue run simultaneously to allow for numbers since there are so many families in the area”

“Yes, it has all 3 of my children have attended a fee of the different sessions they do, and the outcome has been amazing my two eldest love play scheme and play days and both attended play tots. My youngest has been going to toddle time and wow what a great experience, cheap cheerful full of fun great staff and lots of experience for my son to learn and gain from”

Yes, I'm their words 'I love my Play Tots family'

Are there any other services would you like us to provide?

“More spaces - move back to the school!”

“Wrap around at Brynna primary”

“more provisions for spaces”

“Adventure playground”

“More trips and activities for teenagers”

“Clubs for 10 to 13 as active club is to young and youth is to old”

19. In the future, how could we improve?

"In play scheme giving the children a sandwich even if you charge for a little packed lunch."

"I think you have the perfect provision now. Healthy snacks, fun, care, encouragement and most of all fun!! Keep doing what you're doing!!"

"Photographs of your child sent to parents whilst they are at the session, just an idea to help reassure anxious parents."

"Probably not a reality with how many children you look after, but more updates about what they get up to on a day-to-day basis would be lovely. Even just a line about what they've played with most that day would be nice"

"I don't feel there needs to be any improvement. Just continue doing the amazing work everyone does across all the settings! We as a family would be lost without you! Thank you so much for everything!"

"More sessions throughout the week"

Did you know...



What's going on at the moment...

- ▶ Family App
- ▶ New website
- ▶ More social adult groups (knitting club etc.)
- ▶ Winter of Wellbeing/ Summer of Fun
- ▶ DJ Workshops
- ▶ Hairdressing Courses for young people
- ▶ Boxing Club for young people
- ▶ National Playday Event
- ▶ Youth trips throughout the summer to Drayton Manor, Oakwood Park, Aqua Park, Ninja Warrior, Paintballing.
- ▶ Cooking sessions
- ▶ Creative Tots summer challenge
- ▶ Summer Party



Youth Services after COVID-19



Fundraising Efforts - 20/21 Total: £58,443

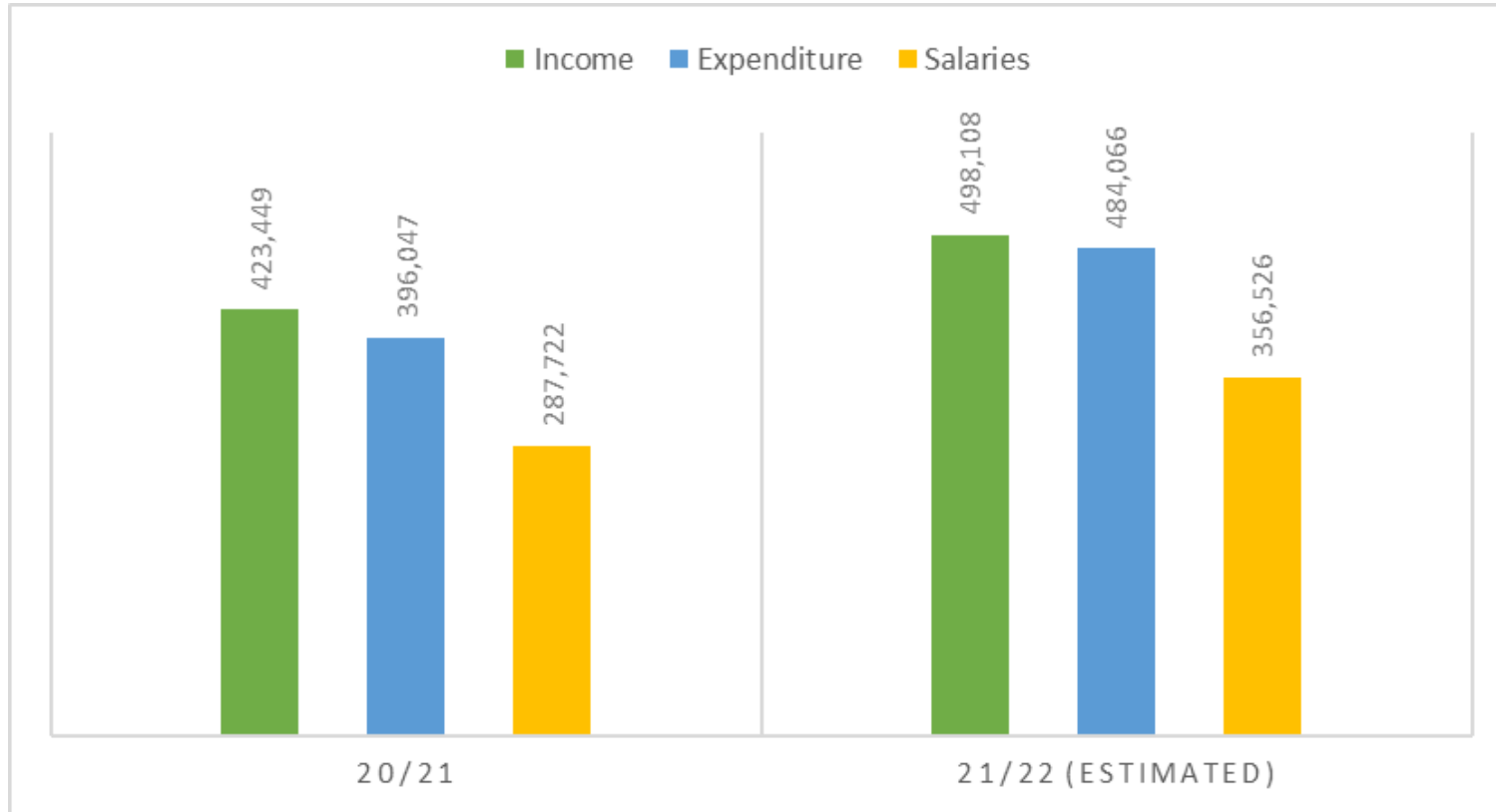
- ▶ Llanharan Community Council ▶ £650
- ▶ Interlink Micro Fund ▶ £ 250
- ▶ MIND UK ▶ £9,311
- ▶ Blakemore's ▶ £ 150
- ▶ Llanharan Rugby Club ▶ £ 1,000
- ▶ Awards for All (Nursery renovation) ▶ £ 9,999
- ▶ WCVA (Voluntary Services Recovery Fund) ▶ £20,045
- ▶ Portref Y Mynydd Grant ▶ £ 3,000
- ▶ ICF ▶ £5,000
- ▶ Co-op Community Fund ▶ £2,821
- ▶ Child Offer/ ICT/ Resource Grant ▶ £6,217



RHONDDA CYNON TAF



LCDP Financial Overview 2020/21





THANK YOU FOR
YOUR CONTINUED
SUPPORT

#teamLCDP



LLANHARAN COMMUNITY COUNCIL

ANNUAL ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

INTERNAL AUDIT REPORT

Responsibilities

The Internal Auditor has a responsibility to report to Members whether, in his view, the financial statements summarised in the statutory Annual Return are in accordance with the Council's financial records, whether they are supported by appropriate systems of internal financial control in the areas specified in the Internal Audit report included in the Annual Return and whether they comply with the relevant legislation.

I also have a duty to disclose in my report any matters coming to my attention which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Consideration will be given to the following areas:

- 1) whether proper accounting records have been kept by the Council;
- 2) whether the Council's balance sheet, income and expenditure account, payments account and supporting documents are in agreement with the accounting records and returns;
- 3) whether I have obtained all the information which I consider necessary for the purposes of the audit.

Scope of Audit

My work as an independent examiner has been a less onerous form of scrutiny than a full audit of the accounts. My examination included a review of the accounting records kept by the Council and a comparison of the accounts presented with those records. However, all prime documents were examined. Key control testing was undertaken in the following areas:

- general bookkeeping and accounting throughout the period
- standing orders and payment control
- risk management
- budget processes and control
- income control
- payroll control
- bank reconciliation
- year end procedures and formal accounts preparation

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with such records; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Findings & Recommendations:

I note that the figure of £473,647 in respect of fixed and long term assets is unchanged from the previous year's accounts and Annual Return. I would expect for the figure to vary in respect of any new asset(s) together with depreciation in respect of existing assets.

An exercise should be undertaken to review this area and any errors may be addressed by a prior year adjustment in the 2022/23 accounts. Guidance in this area should be available from the Council's software supplier.

With the exception of the above I have no other recommendations in respect of general bookkeeping and accounting, budgetary control, payroll, bank reconciliation or year end procedures and accounts. These areas of control, as in past years, are all of a good and robust standard.

Signed:



Date: 19th July 2022

Nicholas John Goss

21 Chapel Road
Llanharan
Pontyclun
CF72 9QA

Community and Town Councils in Wales

Annual Return for the Year Ended 31 March 2022

Accounting statements 2021-22 for:

Name of body: LANHARAN COMMUNITY COUNCIL

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	
			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	173,095	264,536	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	199,247	198,736	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	153,820	308,514	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	75,154	72,499	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	186,651	370,366	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	264,536	328,921	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

Statement of balances

8. (+) Debtors	3,086	3,996	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	264,494	328,129	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	3,044	3,205	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	264,536	328,921	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	473,647	473,647	The 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			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

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 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
<p>1. We have put in place arrangements for:</p> <ul style="list-style-type: none"> • effective financial management during the year; and • the preparation and approval of the accounting statements. 	✓		Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
<p>2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.</p>	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
<p>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.</p>	✓		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
<p>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.</p>	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
<p>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.</p>	✓		Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
<p>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.</p>	✓		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
<p>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.</p>	✓		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
<p>8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.</p>	✓		Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
<p>9. Trust funds – in our capacity as trustee, we have:</p> <ul style="list-style-type: none"> • discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit. 	✓		Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	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 internal audit report to:

Name of body:

LLANHARAN 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 2022.

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.	✓				
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.			✓		NO PETTY CASH
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.	✓				

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2021-22 was £8.41 per elector.

In 2021-22, the Council made payments totalling £ 21,359 under section 137. These payments are included within 'Other payments' in the Accounting Statement.


2.

3.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

Council/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<p>Certification by the RFO</p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.</p>	<p>Approval by the Council/Board/Committee</p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:</p>
<p>RFO signature: </p>	<p>Minute ref:</p>
<p>Name: Leigh Smith.</p>	<p>Chair signature:</p>
<p>Date: 1/7/22.</p>	<p>Name:</p>
	<p>Date:</p>

	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.	✓				
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.			✓		NO TRUST FUNDS

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.			✓		

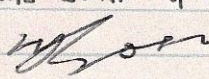
* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** 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 19 July 2022.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	NICHOLAS JOHN GOSS
Signature of person who carried out the internal audit:	
Date:	19 July 2022

21 Chapel Road
Llanharan
Pontyclun
Glamorgan
CF72 9QA

19 July 2022

01443 226750
07763 784183 (Mobile)
nick.goss@hotmail.co.uk

Dear Leigh,

**Llanharan Community Council
Annual Accounts 2021/22
Internal Audit Fee Note**

Undertaking internal audit and preparation of report for the Llanharan Community Council for the year ended 31st March 2022.

Agreed fixed price: £450.00

I trust this meets with your approval and look forward to your remittance in due course. If you wish to pay by bank transfer my details are below.

Sort Code: 40-34-27
Account No: 01028308
N J Goss & Mrs I E Goss

Kind regards,



Nick Goss

Mr Leigh Smith
Clerk to Llanharan Community Council
2 Chapel Road
Llanharan

Current and Premium Bank A/c

Receipts			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		81,861.94					81,861.94	
Loyalty Banked	04/04/2022	2.10						
Loyalty	Barclays Bank	2.10			1990	100	2.10	Loyalty reward
ROW Banked	14/04/2022	2,660.00						
ROW	RCT	2,660.00			1100	100	2,660.00	Rights of Way Agency
Precept Banked	29/04/2022	243,094.00						
Precept	RCT	243,094.00			1076	100	243,094.00	Precept
CIL Banked	05/05/2022	143,086.80						
CIL	RCT	143,086.80			1300	750	143,086.80	CIL monies
					325		143,086.80	CIL monies
					6001	750	-143,086.80	CIL monies
HMRC VAT Banked	05/05/2022	975.37						
HMRC VAT	HMRC	975.37			105		975.37	HMRC VAT Qtr 4 (2021)
Loyalty Banked	10/05/2022	6.28						
Loyalty	Barclays Bank	6.28			1990	100	6.28	Barclays Bank
overpay Banked	01/06/2022	-1,330.00						
overpay	RCT	-1,330.00			1100	100	-1,330.00	ROW overpayment return
Total Receipts		388,494.55	0.00	0.00			388,494.55	
Cashbook Totals		470,356.49	0.00	0.00			470,356.49	

Current and Premium Bank A/c

Payments			Nominal Ledger						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/01/2022	Rialtas	BACS	-0.80		-0.13	4070	200	-0.67	correction - prev year
04/04/2022	Barclays Bank	DIRECT	15.00			4135	200	15.00	Charges period 14/ Feb/13 Mar
05/04/2022	21CC Group Ltd	BACS	1,764.00		294.00	4615	500	1,470.00	INV-413859
08/04/2022	Tesco Mobile phones x 3	BACS	25.00			4075	200	25.00	Inv 1341135912247
13/04/2022	RCT Pension Payment	BACS	870.01			4005	200	870.01	March 22
14/04/2022	Corner Shop	BACS	898.20			4720	550	898.20	00101
17/04/2022	Pantry	BACS	156.52			4730	630	156.52	Pantry
19/04/2022	OVW	BACS	30.00			4300	240	30.00	Inv 6143 - The Councillor 2
19/04/2022	Trustmark Print & Design	BACS	40.32		6.72	4090	200	33.60	97125 & 96869
20/04/2022	FareShare Cymru	BACS	195.00			4730	630	195.00	Inv 760
20/04/2022	rradar	BACS	882.00		147.00	4115	200	735.00	Inv 20679 - Services to 31/3
20/04/2022	AMBEROL	BACS	152.40		25.40	4500	400	127.00	0000021674
20/04/2022	Emex Fire & Security	BACS	330.00		55.00	4110	200	275.00	Shower block risk assessment
20/04/2022	AG Gallagher	BACS	442.60			4205	220	442.60	Electric van insurance premium
27/04/2022	Barclaycard	April 22	317.54			260		317.54	April 22
29/04/2022	SSE Electric	DD	226.34		10.78	4080	200	215.56	Office electric
03/05/2022	STAFF SALARIES	BACS	3,484.98			4000	200	3,484.98	April 2022
09/05/2022	Tesco Mobile phones x 3	BACS	25.00			4075	200	25.00	134138589309
10/05/2022	Barclays Bank	DIRECT	28.92			4135	200	28.92	Barclays Bank
13/05/2022	ADOBE	BACS	3,600.00			4955	750	3,600.00	Harris fencing
						324	0	-3,600.00	Harris fencing
						6000	750	3,600.00	Harris fencing
16/05/2022	Pantry	BACS	165.38			4730	630	165.38	Pantry
23/05/2022	RCT	BACS	87.00			4057	200	87.00	32852115
25/05/2022	SSE Electric	BACS	50.20		2.39	4575	650	47.81	inv 241887734 1-6
25/05/2022	SSE Electric	BACS	26.63		1.27	4575	650	25.36	Inv 291886931 1-6
25/05/2022	RCT	BACS	2,247.00			4060	200	2,247.00	inv 51364934 NDR 22/23
26/05/2022	RCT Pension Payment	BACS	982.54			4005	200	982.54	April pension
27/05/2022	Barclaycard	May 2022	1,411.36			260		1,411.36	May 2022
29/05/2022	JB Director's Trust	BACS	875.00			4065	200	875.00	Q1 Rent
29/05/2022	Brynna Cleaning	BACS	96.00			4100	200	96.00	00386
29/05/2022	SSE Electric	DD	138.70		6.60	4080	200	132.10	181878791 -0006
29/05/2022	Brynna Cleaning	BACS	96.00			4100	200	96.00	00388
29/05/2022	Rialtos	BACS	669.60		111.60	4115	200	558.00	29615
29/05/2022	JB Director's Trust	BACS	875.00			4065	200	875.00	Q2 01/07 - 30/09
29/05/2022	Heartbeat Trust	BACS	7,585.00			4959	750	7,585.00	Defibrillators & cabinets
						324	0	-7,585.00	Defibrillators & cabinets
						6000	750	7,585.00	Defibrillators & cabinets
29/05/2022	Kim's Gas	BACS	600.00		28.57	4615	500	571.43	275
01/06/2022	SSE Electric	BACS	8.95		0.43	4575	650	8.52	241887734 - 0007
01/06/2022	SSE Electric	BACS	4.64		0.22	4575	650	4.42	291886931 -0007
01/06/2022	Corner Shop	BACS	453.09			4720	550	453.09	00109
01/06/2022	Corner Shop	BACS	24.59			4720	550	24.59	54 C,T &B
01/06/2022	Public Sector Deposit Fund	April CIL	50,000.00			250		50,000.00	April CIL Llanilid phase 2
01/06/2022	Public Sector Deposit Fund	April CIL	43,086.80			250		43,086.80	April CIL Llanilid Phase 2
03/06/2022	Forest park & Garden	BACS	21.94		3.66	4425	300	18.28	SI-108311

Current and Premium Bank A/c

Payments			Nominal Ledger						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
07/06/2022	SSE Electric	BACS	4.64		0.22	4575	650	4.42	291886931-0008
07/06/2022	Extrascope	BACS	43.20		7.20	4070	200	36.00	15868
07/06/2022	Fleet Electric	BACS	238.80		39.80	4400	300	199.00	Fleet Electric Document Fee
07/06/2022	TPG Consulting Ltd	BACS	1,743.60		290.60	4115	200	1,453.00	Bryncae CC buiding survey
07/06/2022	Llanharan OAP	BACS	180.17			4615	500	180.17	01062022
07/06/2022	Public Sector Deposit Fund	April CIL	46,400.00			250		46,400.00	April CIL Llanilid Phase 2
08/06/2022	Tesco Mobile phones x 3	DD	25.00			4075	200	25.00	134141274621
08/06/2022	Crazy Faces	BACS	100.00			4615	500	100.00	526
09/06/2022	LML Electrics	BACS	1,310.00			4500	400	1,310.00	31463
09/06/2022	Cardiff Entertainments	BACS	440.00			4615	500	440.00	886
17/06/2022	Boverton Nurseries Ltd	BACS	7,622.76		1,270.46	4500	400	6,352.30	Hanging baskets & planters
17/06/2022	Llanharan Rugby Club	BACS	276.75			4615	500	276.75	02062022
20/06/2022	Days Rental	BACS	579.15		96.52	4400	300	482.63	2069584
20/06/2022	Days Rental	BACS	-579.15		-96.52	4400	300	-482.63	2069584
20/06/2022	Days Rental	BACS	694.98		115.83	4400	300	579.15	Van rental June
29/06/2022	SSE Electric	BACS	8.95		0.43	4575	650	8.52	241887734/0008
01/07/2022	SSE Electric	BACS	8.67		0.41	4575	650	8.26	241887734/0009
01/07/2022	SSE Electric	BACS	4.64		0.22	4575	650	4.42	291886931/0009
01/07/2022	RCT	BACS	5.00			4400	300	5.00	Land charge lease
01/07/2022	Welsh Water	BACS	64.17			4085	200	64.17	3016751554
01/07/2022	Welsh Water	BACS	69.86			4905	700	69.86	3016685651
01/07/2022	RCT	BACS	102.25		17.04	4615	500	85.21	Brynna fields special event fe
01/07/2022	SSE Electric	DD	122.51		5.83	4080	200	116.68	181878791/0007
01/07/2022	Container Cabins	BACS	16,380.00		2,730.00	4960	750	13,650.00	30092
						324	0	-13,650.00	30092
						6000	750	13,650.00	30092
05/07/2022	Trustmark Stationery	BACS	59.88		9.98	4090	200	49.90	98145
05/07/2022	Ynysmaerdy Welfare	BACS	974.54			4615	500	974.54	27052022
06/07/2022	Forest park & Garden	BACS	76.30		12.72	4425	300	63.58	SI-108314
06/07/2022	Forest park & Garden	BACS	140.87		23.48	4425	300	117.39	SI-108316
07/07/2022	Gallagher	BACS	4,276.81			4200	220	4,276.81	515576249
07/07/2022	Thomas Fattorini	BACS	336.84		56.14	4105	200	280.70	I267381
12/07/2022	Forest Park & Garden	BACS	92.43		15.40	4425	300	77.03	SI-74339
Total Payments			204,792.07	0.00	5,289.27			199,502.80	
Balance Carried Fwd			265,564.42						
Cashbook Totals			470,356.49	0.00	5,289.27			465,067.22	

Barclaycard

Receipts		Nominal Ledger Analysis						
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked 27/04/2022	317.54						
April 22	Current and Premium Bank A/c	317.54			200		317.54	April 22
	Banked 27/05/2022	1,411.36						
May 2022	Current and Premium Bank A/c	1,411.36			200		1,411.36	May 2022
Total Receipts		1,728.90	0.00	0.00			1,728.90	
Cashbook Totals		<u>1,728.90</u>	<u>0.00</u>	<u>0.00</u>			<u>1,728.90</u>	

Barclaycard

Payments

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
27/04/2022	Llanharan Pharmacies	CREDITCARD	5.97		1.00	4430	300	4.97	Llanharan Pharmacies
27/04/2022	Llanharan Service Station	CREDITCARD	17.01			4435	300	17.01	2203239196
27/04/2022	Llanharan Service Station	CREDITCARD	50.00			4435	300	50.00	2203290708
27/04/2022	HM Land Registry	CREDITCARD	6.00			4116	200	6.00	244676462080
27/04/2022	HM Land Registry	CREDITCARD	3.00			4116	200	3.00	24476455315
27/04/2022	HM Land Registry	CREDITCARD	6.00			4116	200	6.00	24476446756
27/04/2022	ADOBE	CREDITCARD	15.17		2.53	4070	200	12.64	BL2151888738
27/04/2022	Tesco	CREDITCARD	80.00			4730	630	80.00	Easter Eggs
27/04/2022	ZOOM	CREDITCARD	11.99			4070	200	11.99	142764112
27/04/2022	Microsoft	CREDITCARD	122.40		20.40	4070	200	102.00	E0200131kk
27/05/2022	Moneysoft	CREDITCARD	90.00		15.00	4070	200	75.00	U254098
27/05/2022	Llanharan Service Station	CREDITCARD	24.00		1.14	4435	300	22.86	22051801020034
27/05/2022	Llanharan Service Station	CREDITCARD	30.00		1.43	4435	300	28.57	22051702010068
27/05/2022	Llanharan Service Station	CREDITCARD	16.99		0.81	4435	300	16.18	22051701020021
27/05/2022	Llanharan Service Station	CREDITCARD	26.50		1.26	4435	300	25.24	22051601010113
27/05/2022	Llanharan Service Station	CREDITCARD	22.00		1.05	4435	300	20.95	22051301010203
27/05/2022	Llanharan Service Station	CREDITCARD	26.00		1.24	4435	300	24.76	Llanharan Service Station
27/05/2022	Llanharan Service Station	CREDITCARD	22.00		1.05	4435	300	20.95	22051001010178
27/05/2022	Llanharan Service Station	CREDITCARD	34.00		1.62	4435	300	32.38	22050901010200
27/05/2022	Llanharan Service Station	CREDITCARD	17.90		0.85	4435	300	17.05	22050901010203
27/05/2022	Applegreen	CREDITCARD	60.00		2.86	4435	300	57.14	Fuel
27/05/2022	Indeed	INDEED	69.91			4057	200	69.91	60768861
27/05/2022	Eriks	CREDITCARD	61.69		10.28	4410	300	51.41	51581
27/05/2022	Amazon	CREDITCARD	39.98		6.66	4615	500	33.32	4243538
27/05/2022	AMBEROL	CREDITCARD	119.94		19.99	4615	500	99.95	Fabric Bunting
27/05/2022	Amazon	CREDITCARD	39.98		6.66	4615	500	33.32	151256348
27/05/2022	Amazon	CREDITCARD	119.94		19.99	4615	500	99.95	151299286
27/05/2022	Amazon	CREDITCARD	119.94		19.99	4615	500	99.95	151306810
27/05/2022	Microsoft	CREDITCARD	79.99		13.33	4070	200	66.66	MS Office Laptops
27/05/2022	Post Office Ltd	CREDITCARD	7.65			4090	200	7.65	1-538053
27/05/2022	Microsoft	CREDITCARD	93.60		15.60	4070	200	78.00	e678cb755c2c
27/05/2022	Amazon	CREDITCARD	79.97		13.33	4615	500	66.64	Lifesize Cardboard cut out
27/05/2022	Amazon	CREDITCARD	99.90		16.65	4615	500	83.25	Bunting
27/05/2022	Amazon	CREDITCARD	38.36		6.39	4615	500	31.97	151893786
27/05/2022	Llanharan Service Station	CREDITCARD	55.03			4435	300	55.03	Llanharan Service Station
27/05/2022	Llanharan Service Station	CREDITCARD	16.99			4435	300	16.99	Llanharan Service Station
27/05/2022	Llanharan Service Station	CREDITCARD	-0.90			4435	300	-0.90	Llanharan Service Station
01/07/2022	SSE Electric	DD	122.51		5.83	4080	200	116.68	181878791/0007
01/07/2022	SSE Electric	CREDITCARD	-122.51		-5.83	4080	200	-116.68	181878791/0007
Total Payments			1,728.90	0.00	201.11			1,527.79	
Balance Carried Fwd			0.00						
Cashbook Totals			1,728.90	0.00	201.11			1,527.79	

Public Sector Deposit Fund

Receipts				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	246,267.24					246,267.24	
DIVIDEND	Banked 01/04/2022	109.97						
DIVIDEND	Public Sector Deposit Fund	109.97			1090	100	109.97	Apr 2022 dividend
	Dividend Banked 03/05/2022	125.30						
	Dividend Public Sector Deposit Fund	125.30			1090	100	125.30	April 2022 Dividend
	Banked 01/06/2022	50,000.00						
April CIL	Current and Premium Bank A/c	50,000.00			200		50,000.00	April CIL Llanilid phase 2
	Banked 01/06/2022	43,086.80						
April CIL	Current and Premium Bank A/c	43,086.80			200		43,086.80	April CIL Llanilid Phase 2
	Dividend Banked 01/06/2022	178.34						
	Dividend Public Sector Deposit Fund	178.34			1090	100	178.34	April 2022 dividend
	Banked 07/06/2022	46,400.00						
April CIL	Current and Premium Bank A/c	46,400.00			200		46,400.00	April CIL Llanilid Phase 2
	Total Receipts	139,900.41	0.00	0.00			139,900.41	
	Cashbook Totals	<u>386,167.65</u>	<u>0.00</u>	<u>0.00</u>			<u>386,167.65</u>	

Public Sector Deposit Fund

Payments

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
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0.00

Total Payments

0.00

0.00

0.00

0.00

Balance Carried Fwd

386,167.65

Cashbook Totals

386,167.65

0.00

0.00

386,167.65

Detailed Income & Expenditure by Budget Heading 30/06/2022

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	243,094	243,094	0			100.0%	
1090 PSDF Re-invested dividend	414	80	(334)			517.0%	
1100 Agency Income	(1,330)	1,330	2,660			(100.0%)	
1900 Employment Allowance Income	0	4,000	4,000			0.0%	
1990 Other Income	8	150	142			5.6%	
Income :- Income	<u>242,186</u>	<u>248,654</u>	<u>6,468</u>			97.4%	<u>0</u>
Net Income	<u>242,186</u>	<u>248,654</u>	<u>6,468</u>				
<u>200 Administration</u>							
4000 Staff Salaries & Wages (Net)	3,485	56,092	52,607		52,607	6.2%	
4005 Employer & Employee Pension	983	20,173	19,190		19,190	4.9%	
4010 Employer & Employee NI & Tax	0	19,307	19,307		19,307	0.0%	
4055 Mileage & Subsistence	0	100	100		100	0.0%	
4057 HR Expenditure	157	0	(157)		(157)	0.0%	
4060 Council Tax	2,247	2,400	153		153	93.6%	
4065 Office Rent	1,750	3,500	1,750		1,750	50.0%	
4070 IT Costs (Office 365)Web Site	382	7,246	6,864		6,864	5.3%	
4075 Telephone & Broadband	75	1,400	1,325		1,325	5.4%	
4080 Electric (office)	163	3,500	3,337		3,337	4.7%	
4085 Water Rates (for Office)	64	350	286		286	18.3%	
4090 Stationery and postage	58	330	272		272	17.4%	
4095 Cleaning Materials	(6)	123	129		129	(4.9%)	
4100 Cleaning Contract	192	1,160	968		968	16.6%	
4105 Office Cap ExpChain of Office	281	0	(281)		(281)	0.0%	
4110 Office Maintenance	275	500	225		225	55.0%	
4115 Professional and Legal Fees	2,746	3,500	754		754	78.5%	
4116 Land Registry Fees	15	60	45		45	25.0%	
4120 Internal Audit Fees	(450)	475	925		925	(94.7%)	
4125 External Audit Fees	(1,458)	1,000	2,458		2,458	(145.8%)	
4130 Subscriptions and Memberships	0	2,000	2,000		2,000	0.0%	
4135 Bank Charges	44	150	106		106	29.3%	
4140 Storage Space Rental	0	180	180		180	0.0%	
Administration :- Indirect Expenditure	<u>11,001</u>	<u>123,546</u>	<u>112,545</u>	<u>0</u>	<u>112,545</u>	8.9%	<u>0</u>
Net Expenditure	<u>(11,001)</u>	<u>(123,546)</u>	<u>(112,545)</u>				
<u>220 Insurances</u>							
4200 General Insurance	4,277	4,000	(277)		(277)	106.9%	

Detailed Income & Expenditure by Budget Heading 30/06/2022

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4205 Vehicle Insurance	443	1,750	1,307		1,307	25.3%	
4210 Office Insurance	0	87	87		87	0.0%	
Insurances :- Indirect Expenditure	<u>4,719</u>	<u>5,837</u>	<u>1,118</u>	<u>0</u>	<u>1,118</u>	<u>80.9%</u>	<u>0</u>
Net Expenditure	<u>(4,719)</u>	<u>(5,837)</u>	<u>(1,118)</u>				
<u>240 Staff & Member Training</u>							
4300 Members Training	0	525	525		525	0.0%	
4305 Staff Training	0	1,050	1,050		1,050	0.0%	
Staff & Member Training :- Indirect Expenditure	<u>0</u>	<u>1,575</u>	<u>1,575</u>	<u>0</u>	<u>1,575</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(1,575)</u>	<u>(1,575)</u>				
<u>260 Member's Allowances</u>							
4350 Chair	0	1,500	1,500		1,500	0.0%	
4355 Special Responsibility	0	500	500		500	0.0%	
4360 Member Allowances	0	2,100	2,100		2,100	0.0%	
Member's Allowances :- Indirect Expenditure	<u>0</u>	<u>4,100</u>	<u>4,100</u>	<u>0</u>	<u>4,100</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(4,100)</u>	<u>(4,100)</u>				
<u>300 Plant & Equipment</u>							
4400 Plant Purchase / Lease	1,110	7,000	5,890		5,890	15.9%	
4405 Bowser Maintenance	0	400	400		400	0.0%	
4410 Green Mower Maintenance	51	0	(51)		(51)	0.0%	
4415 Red Tractor Maintenance	0	1,000	1,000		1,000	0.0%	
4420 Portable & Hand Tools Purchase	0	250	250		250	0.0%	
4425 Portable & Hand Tool Maint	276	400	124		124	69.1%	
4430 PPE - New & Replacement	5	275	270		270	1.8%	
4435 Plant & Equipment Fuel	348	2,500	2,152		2,152	13.9%	
Plant & Equipment :- Indirect Expenditure	<u>1,791</u>	<u>11,825</u>	<u>10,034</u>	<u>0</u>	<u>10,034</u>	<u>15.1%</u>	<u>0</u>
Net Expenditure	<u>(1,791)</u>	<u>(11,825)</u>	<u>(10,034)</u>				
<u>400 Street Furnishings</u>							
4500 Hanging Baskets	7,789	7,500	(289)		(289)	103.9%	
4505 Christmas Lights and Trees	0	26,000	26,000		26,000	0.0%	
4510 Public Clocks - Maintenance	0	425	425		425	0.0%	
4515 Notice Boards - Maintenance	0	100	100		100	0.0%	
4520 Bus shelter - Maintenance	0	100	100		100	0.0%	
4525 Planters - Maintenance	0	100	100		100	0.0%	

Detailed Income & Expenditure by Budget Heading 30/06/2022

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4530 Benches & Tables Maintenance	0	100	100		100	0.0%	
Street Furnishings :- Indirect Expenditure	7,789	34,325	26,536	0	26,536	22.7%	0
Net Expenditure	(7,789)	(34,325)	(26,536)				
<u>500 Community Functions</u>							
4600 Christmas Dinners	0	5,500	5,500		5,500	0.0%	
4605 Soup and Carols	0	250	250		250	0.0%	
4610 Firework Display	0	7,425	7,425		7,425	0.0%	
4615 Multi Cultural Carnival	4,646	2,500	(2,146)		(2,146)	185.9%	
4620 General Sponsorship	0	1,000	1,000		1,000	0.0%	
Community Functions :- Indirect Expenditure	4,646	16,675	12,029	0	12,029	27.9%	0
Net Expenditure	(4,646)	(16,675)	(12,029)				
<u>550 Grants</u>							
4700 General Grants	0	12,500	12,500		12,500	0.0%	
4710 LCDP - SLA	0	25,000	25,000		25,000	0.0%	
4715 Wild Life Trust - Brynna Woods	0	10,000	10,000		10,000	0.0%	
4720 Food Bank	1,376	3,500	2,124		2,124	39.3%	
Grants :- Indirect Expenditure	1,376	51,000	49,624	0	49,624	2.7%	0
Net Expenditure	(1,376)	(51,000)	(49,624)				
<u>600 Outdoor Spaces</u>							
4800 Rights of Way	0	1,330	1,330		1,330	0.0%	
4805 Skateboard Park - Maintenance	0	100	100		100	0.0%	
4810 Play & O/Spaces Maintenance	0	100	100		100	0.0%	
4815 General Repair Consumables	0	250	250		250	0.0%	
Outdoor Spaces :- Indirect Expenditure	0	1,780	1,780	0	1,780	0.0%	0
Net Expenditure	0	(1,780)	(1,780)				
<u>620 War Memorials</u>							
4855 Other Maintenance	0	100	100		100	0.0%	
War Memorials :- Indirect Expenditure	0	100	100	0	100	0.0%	0
Net Expenditure	0	(100)	(100)				

Detailed Income & Expenditure by Budget Heading 30/06/2022

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>630 Llanharan Pantry</u>							
4730 Llanharan Pantry Expenses	597	0	(597)		(597)	0.0%	
Llanharan Pantry :- Indirect Expenditure	597	0	(597)	0	(597)		0
Net Expenditure	(597)	0	597				
<u>700 Allotments</u>							
1200 Allotment Income	0	2,500	2,500			0.0%	
Allotments :- Income	0	2,500	2,500				0
4900 Allotment Lease Costs	0	22	22		22	0.0%	
4901 Allotment Maintenance	0	100	100		100	0.0%	
4905 Allotment Water	70	350	280		280	20.0%	
Allotments :- Indirect Expenditure	70	472	402	0	402	14.8%	0
Net Income over Expenditure	(70)	2,028	2,098				
<u>750 Community Infrastructure Levy</u>							
1300 Community Infrastructure Levy	143,087	0	(143,087)			0.0%	143,087
Community Infrastructure Levy :- Income	143,087	0	(143,087)				143,087
4955 CIL Project 1 Memorial Garden	3,600	0	(3,600)		(3,600)	0.0%	3,600
4959 CIL Defibrillator	7,585	0	(7,585)		(7,585)	0.0%	7,585
4960 CIL British Legion	13,650	0	(13,650)		(13,650)	0.0%	13,650
Community Infrastructure Levy :- Indirect Expenditure	24,835	0	(24,835)	0	(24,835)		24,835
Net Income over Expenditure	118,252	0	(118,252)				
6000 plus Transfer from EMR	24,835						
6001 less Transfer to EMR	143,087						
Movement to/(from) Gen Reserve	0						
Grand Totals:- Income	385,273	251,154	(134,119)			153.4%	
Expenditure	56,825	251,235	194,410	0	194,410	22.6%	
Net Income over Expenditure	328,448	(81)	(328,529)				
plus Transfer from EMR	24,835						
less Transfer to EMR	143,087						
Movement to/(from) Gen Reserve	210,196						



Llanharan Community Council - Action plan 20.6.22

Action no	Date added	Category	From	Action	Notes	Status	Owner
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.		LS
2020/2321	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information on popular or interesting walking routes around the community.	To be progressed once ROW database progress made. Draft presented to Council March 22		LS
2020/107	22.1.2021	Full Council	Full Council	Jan full council action - 2020/107 Public Speaking a) A member of the public requested to speak on a matter arising from item 8 – Budget 2021-22 - hanging baskets, planters and Christmas lights. RESOLVED That Officers of the Council will discuss with businesses, in order to gauge public interest in sponsoring council xmas lights.	Not started. This action to be deferred to next year.		LS
2020/118	22.1.2021	Full Council	Full Council	Jan - Full Council action - 2020/118 CorrespondenceThe meeting noted a letter received from a local resident, listing suggestions for possible uses of a piece of land at the bottom of Harold Street, Llanharan. RESOLVED - a) To commission a survey requesting ideas for future usage of the land. b) To follow up with RCT regarding the possibility of the Community Council purchasing or leasing the land.	a) Cannot proceed with survey until land purchase progresses. b) Emailed RCTCBC in May - Response that no decision yet made.		LS
2020/231	19.2.2021	Full Council	Full Council	RESOLVED - Officers of the council to develop a Service Level Agreement in collaboration with the LCDP and to arrange annual reporting to members.	In progress		LS
2021/133	29.10.21	Full Council		RESOLVED The Clerk to investigate what is required to allow Hybrid meetings in the future. The investigation to include equipment and venues and attending a Hybrid meeting of another similarly sized Community Council if possible.	Attended Llantrisant Community Council meeting on March 8th 2022. Report and recommendations pending.	Completed	LS
2021/138	31.10.21	Full Council	HR Com	2021/138 HR Support RESOLVED To delegate authority to spend up to the value of 10 hours of specialist HR support at a cost of £57/hour to the Clerk in relation to the particular issue discussed. And to Delegate authority to spend to the value of up to a further 10 hours at a rate of £57/hour to the HR Committee in relation to the same matter.	In progress		LS

2021/148	20.11.2021	Full Council	CIL	RESOLVED To approve CIL application from LCDP for improvements to pathway outside LCDP office. To move to phase 1 of the CIL123 list and to the Active project list and to approve the project at a cost of £1200(net) subject to the receipt of the appropriate financial information being received and scrutinised to the satisfaction of the Clerk. This application is recommended pending RCTCBC's decision on LCDP's eligibility for CIL funding.	Obtain approval from RCT. Emailed 15.12.2021 Update tracker accordingly when received and email. LCDP RCTCBC CIL and Lega met in early Feb 2022, awaiting outcomes. May 22 - Approval now obtained. LCDP to refresh quotes to ensure original resolution covers cost.		LS
2021/148	20.11.2021	Full Council	CIL	RESOLVED That with regards to the LCDP CIL Application for improvements to pathway outside LCDP office, LCDP be encouraged to include the potential project 'Install suitable disabled access ramp' to this project and to obtain fresh quotes. Any application will be held pending RCTCBC's decision on LCDP's eligibility for CIL funding	Obtain approval from RCT. Emailed 15.12.2021 Update tracker accordingly when received and email. LCDP RCTCBC CIL and Lega met in early Feb 2022, awaiting outcomes. May 22 - Approval now obtained. LCDP to refresh quotes to ensure original resolution covers cost.		LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/025 Footpath to the north of Talyfan Road (RAN 6/1) Recommended – The Project Officer/Assistant Clerk to obtain quotes to infill the damaged section of the path with suitably sized aggregate to provide stability and drainage.	Met with RCTCBC in January to agree Spec. Awaiting quotes.		LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/027 Footpath north of the newly installed path to the north of Llanharan Cemetery. (PSM53/2) Recommended - Project Officer/Assistant Clerk to approach RCTCBC to enquire whether a joint approach/cost share could be agreed to carry out repairs.	Written to RCTCBC to enquire on a joint approach. 13.7.21 RCTCBC have responded verbally indicating that they would be open to sharing the Cost. project Officer to obtain an estimate. Awaiting other quotes.		LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/031 Consider PSM32/1 near Gellifedi Road Recommended - Project Officer/Assistant Clerk to enquire with RCTCBC whether a diversion order was ever submitted and/or processed.	Written to RCTCBC on 13.7.21 and again in August 21 and again Feb 22. Awaiting formal response. Response received. RCT responded June 2022 to report no record of a diversion application received or processed.	Completed	LS
2021/053	16.6.2021	Full Council	ORA	ORA2021/035 Steps in the alley between Bridgend Road and Parc Bryn Derwyn. Recommended – That the Project Officer/Assistant Clerk approaches the Land registry to discover the due process to claim ownership of the lane and steps so that the Community Council can maintain them.	Contacted Land Registry on 16 Feb 22. Ref 220216-321997. Awaiting response.		LS
		Full council	ORA	ORA2021/049 Book-swap stations Recommended That the Project Officer/Assistant Clerk liaise with interested parties to develop a community plan showing where book swap stations could be placed, how they would be managed and what funds would be requested from the Community Council.	Member of the public assisting. Awaiting response.		LS
		Full council	ORA	Recommended That the Project Officer/Assistant Clerk liaise with interested parties to obtain designs and a price for a suitable outdoor cabinet to be sited at Mountain Hare.	Member of the public assisting with obtaining quotes. Awaiting response.		LS

2021/097a		Full Council	ORA	RESOLVED (RE Decorative sculptures): That the artist be invited to a site meeting at Brynna Woods with members of the ORA Committee to discuss concepts and costs	Awaiting prices from CW. Summer 2022. The artist is currently abroad working on a project. May 22 - A second artist has been approached.		LS
2021/105		Full Council	CIL	2021/105 Method of funding CIL LCC21/14 'RBL Poppy shed'. RESOLVED For Llanharan Community Council to purchase the container and arrange all ancillary works to the value of £19,500 (net) from CIL funds. The Community Council to pay and reclaim the VAT in the usual manner.	Order placed Jan 22. Cabin ready for delivery, awaiting RBL to arrange. Canin delivered June 22. Formal lease required. Some minor works to be completed.		LS
2021/105		Full Council	CIL	RESOLVED The container to then be leased to the Llanharan branch of the RBL at a peppercorn rent for an appropriate period designed to reflect the useful life of the container (30 years).			LS
2021/105		Full Council	CIL	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.			LS
2022/010	20.1.22	Full Council	ORA	ORA2021/067 Improvements to southern end of RAN17/5 at Enterprise Way. RECOMMENDED The Clerk to investigate options to create access both along the ridge of the bank and up the slope of the bank. To design a scheme of works and obtain budget prices and obtain advice and permissions from relevant landowners and authorities. For the project to be added to the CIL123 list and Active project list for further investigation.	Design to ORA in March meeting. Price obtained. Awaiting further quotes. Scope of works to be resolved by FC. Fresh quotes required. Superseded by Reoloultion 21022/050	Completed	LS
2022/010	20.1.22	Full Council	ORA	ORA2021/068 Ground conditions on Bridleway PSM40/4 RESOLVED With regards to the asphalt section leading immediately from Bethlehem View, the Clerk to approach the relevant landowners to enquire about their attitude to allowing improvement works to be carried out in principle. The Clerk to also check access rights, easements etc... over the land.	Permission in principle from land-owner given to surface with a slip resistant material. Budget price £450. Presented to March 22 ORA Committee. Resolved.		LS
2022/011	20.1.22	Full Council	Audit	RESOLVED That (an) amended forms and process be adopted with the following alterations: That on page 1 of the application form the text "...returned by the end of June and the end of October respectively unless otherwise indicated". Be amended to, "Returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate....."			LS

2022/011	20.1.22	Full Council	Audit	RESOLVED That the green tractor be disposed of and for the clerk to ascertain a fair market price and to return to council with a recommended sale price.	Resolution superceded.	completed	LS
2021/013	20.1.22	Full Council		RESOLVED To retain the existing plan for the purchase and placement of Christmas decorations in 2022	Negotiate price and contract for submission to Council within Budget £26k. Working grouo returning to FC July to request approval for busget increase.		LS
2021/013	20.1.22	Full Council		RESOLVED The Clerk to gather background information and carry out a feasibility study (Christmas decorations) with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and Christmas 2023 in relation to the following areas: New Road (A473); Lanley estate; Enterprise Way.			LS
2021/014	20.1.22	Full Council		RESOLVED To form a working group to examine purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for budget 2023/24 and summer 2023.	Form working group		LS
2022/015	20.1.22	Full Council	CIL	RESOLVED To add the potential project 'Improvements to the Welfare Field Shower Block' (Already on CIL123 list) to the Active Projects list for scoping and further investigation.	Added to list - Scoping project. Presented to March 22 CIL Committee.		LS
2022/032	18.2.22	Full Council		RESOLVED To request of RCTCBC that CIL receipts for phases 3&4 are partially deferred in order to ensure receipts are kept below the cap in each financial year. Pending information from RCT, the details of which individual payments are deferred and until when, to be delegated to the Clerk in consultation with the Chair of the Council and actual figures to be reported to the next Full council meeting.	Have emailed RCTCBC CIL dept 22.2.22 informing them in principle of request to defer some payments but requesting details expected receipt figures and CIL cap figures so that deferral of specific payments can be requested with timeframe. RCTCBC report that figures will be issued following data collection after March 31st.		LS
2022/034	18.2.22	Full Council		2022/034 Rationalisation of working groups of the Council. RESOLVED That the following working groups be dissolved: Tacking Poverty Working Group; Bryncae Community Centre Working Group; Proposed Community Café/Hub Working Group; And their members be reconstituted into a new working group known as: The Community Wellbeing Working Group. Terms of reference for the group to be as per those detailed in appendix 7 presented to the meeting.	Action - To post a terms of reference document in the sharepoint folder.		LS

2022/038	18.2.22	Full Council		<p>RESOLVED</p> <p>Assuming the consent and permission of interested parties, to provide and externally mount public access defibrillators at the following locations (as shown on the plan presented in appendix 11 of this meeting): Brynna Community Centre; Bryncae Community Centre; New Road; L'Oreal layby. Plus a further unit to be mounted between Lonydd Glas and St Illids Meadow. The Community Council to register as guardians for these defibrillators and carry out the appropriate inspections and replacement of consumables etc... Costs approved up to £1400 per unit (defibrillator and cabinet) which may be met from CIL funds. The Clerk to investigate grant opportunities to offset cost.</p>	<p>Look for funding sources.</p> <p>Make purchases accordingly using CIL funds.</p> <p>Defibs received June 22. Awaiting replacement cabinets.</p>		LS
2022/038	18.2.22	Full Council		<p>RESOLVED</p> <p>The Clerk to enquire with Llanharan RFC and The Welfare Hall trustees whether these organisations would be prepared to allow the Community Council to mount their defibrillators externally nearby and/or take on guardianship. The costs of purchasing cabinets also approved.</p>	<p>Welfare Ground happy to have mounted externally (Public access) but will remain Gauradian. Llanharan RFC accept in principle and will get back to us. Awaiting cabinet.</p>		LS
2022/039	18.2.22	Full Council		<p>RESOLVED</p> <p>The Clerk to take such action as necessary to obtain a price of between £5000 and £3000 for the green tractor. If this price cannot be achieved following a reasonable period following advertising, then the Clerk to return to Council with a further recommendation.</p>	<p>Find logbook</p> <p>Advertise in appropriate channels</p>		LS
2022/040	18.2.22	Full Council		<p>RESOLVED</p> <p>To purchase a replacement, wheelchair-friendly picnic bench for up to a cost of £450 plus £120 fitting.</p>	<p>Purchase bench and arrange fitting. Delivery to be made to site. Co-ordinate with contractor. Obtain permission RCT parks dept.</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/007 Popular or interesting walking routes around the community.</p> <p>RECOMMENDED</p> <p>The Clerk to produce a draft leaflet showing 'Route 1'.</p>	<p>Liaise with MS and historical leaflet RE Features. Include mileage, difficulty level. (eh RAG? Hilly?) Look at Llantrisant Bunny walks (Ramblers) leaflet for examples. Copies to JB</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/008 Changes to the allotment tenancy agreements (Notice periods and allowance of Hens on Bridgend Road allotments) RESOLVED</p> <p>That the template allotment tenancy agreement be amended as per the suggested text (in red shown in Appendix Four presented to the ORA Committee held on 1st March 2022), or similar.</p> <p>And that....</p> <p>That the Council's policy with regards to those clauses changes immediately to reflect the changes and that newly issued tenancy agreements reflect those changes, but that the Council does NOT physically re-issue tenancy agreements until the next scheduled re-issue in December 2022 but rather writes to current plot-holders to inform them of the policy change and impending changes to tenancy agreements.</p>			LS

2022/050	18.3.22	Full council	ORA	<p>ORA2022/009 Design for steps regarding improvements to the southern end of RAN17/5 on Enterprise Way.</p> <p>RECOMMENDED</p> <p>That the design is adopted as per that in the accompanying paper, but that the steps be of concrete construction, with lower side walls and incorporate key-clamp style handrails.</p>	Re-quote for amended design and obtain further quotes.		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/010 pathway to the picnic bench, MUGA and Skatepark at Oakbrook play area.</p> <p>RECOMMENDED</p> <p>That the design in the accompanying paper be accepted subject to consultation with RCTCBC regarding the specification and obtaining of the relevant permissions and for the picnic bench be situated outside of the fenced-off playpark area</p>	Speak to Lisa Austin at RCTCBC. Width, material etc.. Specifically for disabled access. And for permission to do the work.		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/011 Disabled access to play areas in the community</p> <p>RECOMMENDED</p> <p>That before the matter is progressed further that RCTCBC parks are consulted on specification of gates (existing and future) for disabled access. Furthermore that disabled members of the community, including wheelchair users are engaged on the findings of the survey. On completion of this work an updated report to be submitted to the ORA Committee.</p>	<p>Speak to Lisa Austin RE spec for gates - existing and future.</p> <p>Look for engagement from wheelchair user(s).</p> <p>Review report and resubmit to ORA</p>		LS
2022/050	18.3.22	Full council	ORA	<p>ORA2022/012 Bridleway PSM40/4, approach to Brynna Woods from Bethlehem view.</p> <p>RESOLVED</p> <p>That pending formal approval from the landowners, as described in the accompanying paper, a non-slip surface material be overlaid over the asphalt in a 1.5m wide strip from the joint on the drain cover to the joint in the road. The colour to be chosen by the landowner and approval given to spend £450 from CIL funds for the project with the project to be added to the CIL123 list and Active Project list.</p>	Obtain formal permission and colour option. Obtain further quotes.		LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That the Clerk obtains reports on the condition of the roof, drainage and water/heating system & boilers and the electrical system as deemed appropriate and the Clerk authorised to use council funds as appropriate to commission these reports, allocating from CIL funds if found to be in scope.</p>			LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That quotations for the repair/replacement for the items identified in the report (Appendix Five presented to CIL Committee Wednesday 9th March 2022) and from subsequent inspections and reports be obtained.</p>			LS
2022/051	18.3.22	Full Council	CIL	<p>RESOLVED</p> <p>That the responsibility for ensuring statutory compliance for the shower block, including arranging statutory inspections and for the appropriate rectification of any defects identified be taken on by the Clerk. To ensure the compliance with legislation and the maintain the validity of insurance cover.</p>			LS

2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/022) Potential project 'Upgrade of Council notice boards' That an up-to-date quote be obtained for the design and size of noticeboard shown in the accompanying paper for both Ynysmaerdy and Llanharry Road with a view to purchasing both using CIL funds and for the Active project list be amended accordingly. And for the Clerk to enquire regarding bulk discount.			LS
2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/023) Bike shelter for LCC21/11a Bike/Scooter rack/storage for Brynnau Primary School pupils. That a Kimmeridge Cycle Shelter as shown on the accompanying paper, be purchased using CIL funds up to the value of £1,345 and to update the CIL lists accordingly.			LS
2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/024) Bike shelter for LCC21/11b Bike/Scooter rack/storage for Llanharan Primary School pupils. That a Traffic line cycle rack as shown on the accompanying paper, plus fixings be purchased using CIL funds up to the value of £100 and to update the CIL lists accordingly and for the Clerk to proactively make the school aware of the full range of options available to them in the catalogue.			LS
2022/051	18.3.22	Full Council	CIL	RESOLVED (CIL2022/027) 'Garage & Memorial Garden project' To apply to divert the sewer identified on the site. Furthermore, to obtain costs to engage Welsh Water to carry out a diversion design and to carry out all works.			LS
2022/057	18.3.22	Full Council		RESOLVED To allocate £185.95 spent on materials used to install bund of material on path to the entrance to Brynna Woods to CIL, to add the project to the CIL123 lists and active projects lists accordingly.			LS
2022/060	18.3.22	Full Council		RESOLVED That at the appropriate time a letter be written to Her Majesty The Queen on behalf of the Community Council congratulating her on her Platinum Jubilee.			LS
2022/061	18.3.22	Full Council		2022/061 Leasing a van for the use of the maintenance team. RESOLVED For the Clerk to obtain quotations for an electric van to the specification described in the report contained in appendix 12 presented to this meeting. For the quotations be presented to the next meeting of Council.	Order placed, delivery expected October 2022. Need to arrange charging points.	Completed	LS
2022/062	18.3.22	Full Council		2022/061 Membership of One Voice Wales RESOLVED To renew the Council's membership of One Voice Wales at a cost of £1,348 in April 2022.	Check		LS
2022/063	18.3.22	Full Council		2022/063 Commission of tree survey RESOLVED That the Clerk carry out an exercise to identify where there are trees on the Community Council's land and to arrange for a tree survey to take place up to a maximum cost of £500			LS

2022/066	18.3.22	Full Council		2022/066 Grant application 'The Wimbles' RESOLVED For the Council to approach 'The Wimbles' to enquire whether they would allow the Council to purchase the item and to then gift it to them. If so then the items to be purchased up to a value of £1,500 plus VAT subject to the receipt of the appropriate financial and other information required on the Council's grant form, and subject to the Clerk's satisfaction that all matters are in order.	HOLD on the instruction of the Wimbles.		LS
2022/066	18.3.22	Full Council		2022/066 Grant application 'The Wimbles' RESOLVED For the Clerk to check whether the items/project is in scope for CIL and if so to allocate from CIL funds and to add to the appropriate CIL lists.			LS
2202/068	18.3.22	Full Council		2022/068 To employ additional maintenance cover on a temporary basis. RESOLVED To employ a temporary maintenance person to take the total number of available working hours to circa 55 hours per week and for the details of the work-mix between employees and recruitment matters to be delegated to the Clerk.	Note: This action has been held pending the expected return to work of the second permanent maintenance person. - Action abandoned following return to work of perm employee.	completed	LS
2022/089	22.4.22	Full council	HR	RESOLVED HR RECOMMENDED The AGM of the Council be arranged for 12th May 2022 and at that meeting, a recruitment panel comprising 3 Councillors and an officer be appointed for this matter with delegated powers to carry out a selection and interview process to identify a suitable candidate. That interviews be held on 18th May 2022. That the recommendations of the recruitment panel regarding making an appointment be presented to Full Council during the Full council meeting to be held on 19th May 2022.	Apponitment made	Completed	LS
2022/089	22.4.22	Full council	HR	RESOLVED HR2022/007 NJC 2021/22 pay award RECOMMENDED That the proposals in appendix 3 presented to this committee be adopted. • That from April 2022 Clerk's salary level be increased to the 2021 negotiated rate for SPC26 as per contractual obligations. (1.75% increase) That appropriate back pay be paid to the Clerk for the period 1st April 2021 to 31st March 2022 to take into account the difference between the salary paid and the negotiated 2021 NJC settlement. • That from April 2022 the Office Admin Assistant's salary level be increased to the 2021 negotiated rate for SPC16 as per contractual obligations.(With the enhanced rate achievable upon completion of a training and achievement plan set to the appropriate SPC24 rate). • That appropriate back pay be paid to the Office Admin Assistant for the period 9th December 2021 to 31st March 2022 pro-rate to take into account the difference between the salary paid and the negotiated 2021 NJC settlement.		Completed	LS
2022/089	22.4.22	Full Council	HR	RESOLVED To extend the permanent contract of Paul Beach to the hours set out in appendix 4a presented to this committee and to adopt the minor alterations in wording contained in that document.	To be signed	Completed	LS

2022/089	22.4.22	Full Council	HR	RESOLVED To increase the rate of pay for maintenance staff as stated in 'option 2' contained in the confidential paper presented to council (Appendix 12a). Establishing a 13.37% differential from a nationally recognised benchmark for future pay awards.		Completed	LS
2022/083	22.4.22	Full Council		2022/083 Spend from CIL funds relating to the sewer diversion on the Memorial Garden/Garage project. RESOLVED To approve a spend of up to £7,500 from CIL funds to allow the Clerk to arrange such work as appropriate. Actual spend to be reported to council monthly in the usual manner.	In progress. Design completed and submitted to RCTBCB SuDs and Welsh Water in June 22		LS
2022/084	22.4.22	Full Council		2022/084 Building condition survey for Bryncae Community Centre as part of the Council's CAT process. RESOLVED To approve the spend of up to £5,000 to arrange such building and other surveys as necessary as part of the CAT process and for the Clerk to make applications to RCTCBC's CAT fund in order to recover the costs in due course.	Shared with BCC working group members.	Completed	LS
2022/098	20.5.22	Full council		To be altered - Minute 2022/090 Welcome and Apologies. Apologies for absence were received from Councillors Janine Turner, Jeff Williams, Helen Donnan and Daniel Morelli. To be altered. Many of those councillors are no longer seated and so this is incorrect.			LS
2022/101	20.5.22	Full council		desk		completed	LS
2022/102	20.5.22	Full council		2022/102 Process regarding Co-option to Council. RESOLVED To publish an advertisement containing the relevant details similar to appendix 7 submitted to the meeting. To request that applicants submit an application form and covering letter and that they may be required to attend an interview at the Council meeting on 16th June 2022. Deadline for applications 9th June 2022. The vote to take place on a majority vote basis with elimination of the candidate with the least number of votes.		completed	
2022/103	22.5.22	Full council		2022/103 Clerk Credit Card limit. RESOLVED To raise the monthly limit on the Clerk's credit card to £2000 and to retain the £500 transaction limit.		completed	
2022/104	22.5.22	Full council		2022/104 Council's electricity contract RESOLVED To enter into a 36 month electricity supply contract with SSE, details shown in appendix 9 presented to the meeting.		completed	
2022/108	22.5.22	Full council		2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.			

2022/106	22.5.22	Full council	<p>2022/106 Draft lease of Bryncae Community Centre and statutory inspection and repair arrangements. RESOLVED For the Clerk to write to RCTCBC officers on the following matters: That's the Community Council requests that it be formally recognised in writing that the decision regarding future rent-free periods will not be linked to commitments to deliver capital spend and that a variety of other factors will be considered including quantifiable social values (which the Community Council would like to jointly assess on an annual basis) and the overall success of the centre. That the Community Council requests sight of the tool to quantify social value. That the Community Council request the rent values for all other halls subject to a CAT within RCT during the past 3 years and for any others having taken place in the Llanharan Community Council area regardless of timeframe. Furthermore, that RCTCBC provide the calculation/rationale upon which this rent was calculated.</p>	Written to but no response received. Have nudged June 22		
2022/106	22.5.22	Full council	<p>RESOLVED That the Clerk draws up a memorandum of understanding with RCTCBC corporate estates outlining which elements of statutory compliance and/or building maintenance would be covered and over what period. The memorandum of understanding to cover statutory items only and to exclude general maintenance and repairs. This to be presented to a future Council meeting for resolution.</p>	Written to but no response received. Have nudged June 22		
2022/118	24.5.22	Full council	<p>2022/118 Planning application "21/1557/13 Residential development comprising up to 138 Dwellings....., Land at Brynna Road". RESOLVED For the Clerk to write to RCTCBC to issue the Community Council's formal objections to the application. The letter to detail the specific material reasons for the objection as expressed by members during the meeting.</p>		completed	
2022/119	24.5.22	Full council	<p>2022/119 Planning application "19/1258/16 Reserved Matters application for new primary school and associated infrastructure submitted pursuant to outline (hybrid) planning permission 10/0845/34". RESOLVED For the Clerk to write to RCTCBC to provide the Community Council's formal comments regarding the application as expressed following the previous application and as expressed by members during the meeting.</p>		completed	
2022/120	24.5.22	Full council	<p>2022/120 Renewal of the Council's insurance policy RESOLVED To accept the quotation as detailed in appendix 3 presented to the meeting for a 3-year period. A virement to be made from general reserves should the amount exceed the budget line for insurance.</p>		completed	

Crime Figures for past 30 days

Llanharan

Burglary - 0

Damage - 3

- Hillside Avenue – Damage to inside of property by tenant. No further police action wanted. Crime reference no. required for insurance purposes.
- Park view – Damage to electricity box. No witnesses. No CCTV
- Bridgend road – Damage to front door. No CCTV/Witnesses

Theft - 2

- Theft of mobile phone somewhere from Llanharan railway station to Manchester. No exact location/time frame to check CCTV. No witnesses. Suitable advice given.
- Report of damage to vehicle. Police have attended, no damage witnessed. Reporting person spoken to. Civil dispute over private matters.

ASB - 4

- Nant Y Dwrgi – Male shouting/swearing/singing loudly which can be heard from outside. Suitable advice given and taken on board. No further incidents reported.
- Clos Ewenni Fach – Complaint regarding CCTV location. Cameras checked. Suitable advice given to the reporting person regarding contacting ICO.
- Clos Ewenni Fach – Neighbour dispute. Multiple incidents reported. Ongoing investigation regarding some incidents. Suitable advice and joint meetings with housing association have taken place.
- Lanelay Road – Youths trespassing on site. Patrols in place.

Brynna

Burglary - 0

Damage – 1

- Meadow rise – Damage to property patio doors. House vacant. No entry gained. No CCTV. No witnesses. No exact time frame.

Theft – 3

- Lonydd Glas – Items stolen from driveway. Investigation ongoing.
- Woodfield St – Delivery not received. No further police action required.
- Llanharan – Vehicle taken without consent. Investigation ongoing.

ASB – 2

- Bryncae – Youths congregating smoking cannabis. Patrol strategy in place.
- Bryncae – Youths using derelict building. Smashing windows. Bad language.

*** Calls for Rogue Traders/cold callers ***

With the nice weather persons especially those whom may be more vulnerable due to being socially isolated are being targeted for house/garden work. The work amounts to under a couple of hundred pounds worth however victims are being charged thousands or are paying in advance and no work/poor work is being completed.
Please keep an eye out for your neighbours/family/friends 😊

Appendix 8

Brynnau Primary School – Community Council Appointed Governor

At the Annual General Meeting held on 12th May 2022 the following was resolved in relation to the Community Councils appointments to school governing bodies:

Brynnau Primary School – Barry Stephens to remain as the Council's representative as a member of the public until 23rd June 2022. This to be reconsidered at the July meeting of the Council

This resolution was made following a request for continuity from the RCT Governing body co-ordinator as the governing body was part way through an interview and selection process for a senior position at the school.

Barry Stephens is no longer a member of Llanharan Community Council.

There is no legal requirement for the Council's representative to be a sitting member of the Council, however this has been the convention in the past.

Proposal

For the Council to reconsider its named representative to sit on the governing body of Brynnau Primary School.

Appendix 9

2022 Fireworks display

This paper includes details of the following aspects of the 2022 display.

- Venue
- Provider / Costs
- Date of display.

Note: The budget for the event is £7425

Venue

There are 2 sites that have applied to be sites for the 2022 fireworks display. (Nominally on Saturday 5th November 2022). The current status of LRGTs application is uncertain but is included here.

The Welfare Ground (LRGT), the fields and pitches adjacent to Brynna Community Centre and Llanharan Rugby Club.

Officer's notes are provided in order to offer guidance to Councillors in reaching a decision but should not be considered exhaustive or definitive.

Note that all venues have limitations in terms of availability of parking and access but that all have halls that would/could be open to provide toilet facilities, and all would have the option of opening their kitchens/bars to provide refreshments to the public should they wish to do so.

Option 1 – To hold the fireworks display at the Welfare Ground (LRGT)



A list of conditions for this year's event to be held on the Welfare field have been provided by LRGT:

1. The cost for the hire of ground and hall (excluding kitchen) - £250
2. The facility will be made available from noon on the 5th November 2022 and everything should be cleared and cleaned including the hall and toilets by 9:30am on the 6th November 2022.

(Officer's note: This would necessitate the bringing in of a cleaner at an estimated cost of £30 and all Council staff early on Sunday morning in order to clean the hall and fields).

3. All Street vendor site fees are to be paid to the Trust. The Trust have final say on all street vendors.

Officers note: This may impact on the fee charged by LCDP (See 'provider' section of this paper) should they be selected as the provider. In the past all street vendor fees have been paid to the event organiser, LCDP. This fee varies but can typically be a percentage of profits on the night or a flat fee of £100-£200 per vendor).

4. Exclusive collection of public donations to the Trust only.

Officer's note: This may impact on the fee charged by LCDP should they be selected as the provider (See 'provider' section of this paper). In the past the event organiser, LCDP has collected bucket donations on the night.

5. The request for as many low noise fireworks as possible given the wildlife around this area as well as the impact on all pet owners within the community.

Officer's note: Both provider options have an element of low noise fireworks if required. See the 'provider' section of this report.

6. No live fish or animals to be given as prizes, should stalls be accepted as a vendor.
7. Public liability certificates are to be provided prior to the event from the Council and vendors before final agreement including the any licences required.

Officer's note: Should LCDP be selected as the provider, the provision of vendors Public liability insurance would need to be a condition of their engagement.

8. A Marshall to be present in the hall at all times.
9. Damage to be paid for in full (ground and hall).

Officer's note: A survey of the ground and facilities would need to be carried out prior to the event.

10. A cap of 3,500 attendees.

Officer's note: This could be achieved by ticket control.

11. Any electrical items must be pat tested and street vendors should ensure they have the equipment to operate without the need if using the Trusts supplies.
12. The Trustees would like to point out, there is always a lengthy queue for toilet facilities, they suggest portaloos are considered to ease the queues so the community can further enjoy the event.
13. Should the Community Council wish to proceed please confirm by Friday 22nd July to ensure availability.

Summary of costs: £280 Plus potential extra costs from provider if LCDP is selected as the provider – See items 3 and 4, above.

Officers notes:

Pro – *All parties have experience of the venue, the hazards and control measures outlined in the risk assessment for holding the event at this venue is mature and well established except for access and egress and other factors around the newly erected fence. These factors will need to be fully assessed with the aid of RCT's safety officer.*

Space for spectators and vendors (est 3000sm)

Toilet facilities on site.

Con – *Extra cost. Conditions around the event (See above). No kitchen facility available. Risk of late cancellation.*

Access/Egress changes due to the new fence

With the fence fully intact (i.e. without panels removed to open up access) a risk assessment needs to be carried out to consider whether access and egress arrangements are adequate for the large number of attendees that would be expected. Both in terms of general access and egress, particularly at the end of the evening when large numbers of people will attempt to leave the venue at the same time and especially in the event of an emergency, I consider that a risk of crushing/trampling at the bottleneck point exists, along with injury from people attempting to scale the fence, particularly where emergency evacuation is necessary. It is my recommendation that any decision to select the Welfare ground as the venue is contingent on RCT's safety officer visiting site together with the event organiser and a Community Council officer to assess public safety in this regard.

Whilst there are bottleneck areas at all of the venues, the narrowness of the gates in the fence here appear to present a particular issue.

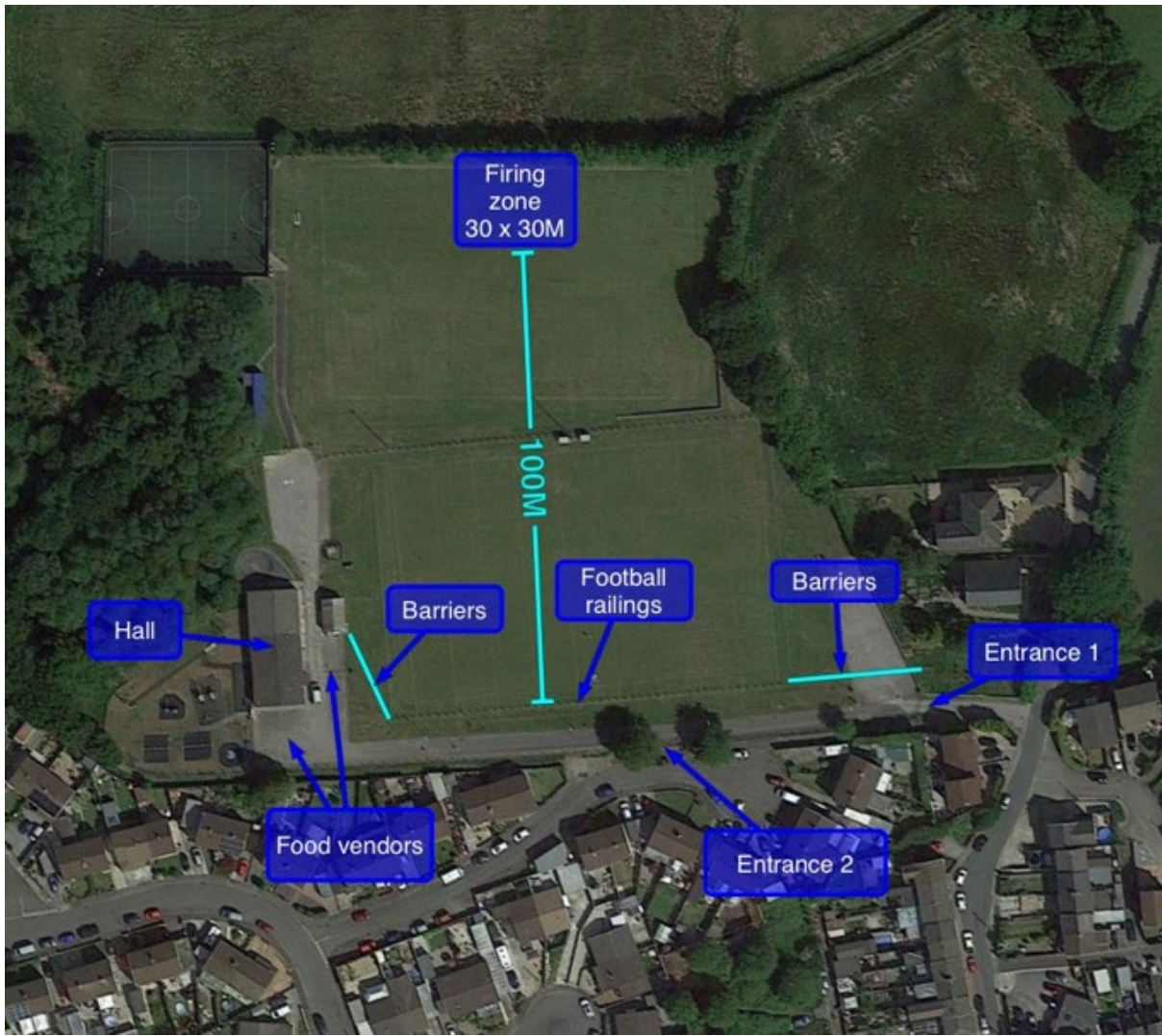
During previous discussions of access and egress arrangements regarding the fence with LRGT it had been proposed that fence panels could be removed to mitigate or even eliminate the risk.

With LRGT's permission I have contacted the original contractor who has advised that panels can be removed and then replaced at a cost (Est £1000 for all of the panels, so assuming only some of the panels would need to be removed to open up access I estimate an extra cost of around £300 to the community Council).

However, LRGT have on several occasions formally insisted that the panels must remain in place.

It is my recommendation that whichever venue is chosen, this decision is contingent on RCT's safety officer visiting site together with the event organiser and a Community Council officer to assess public safety in this regard. This is a normal part of the Event licence application.

Option 2 – To hold the fireworks display at the fields/pitches adjacent to Brynna Community Centre.



Officers notes:

Pro – Free of charge or reduced costs depending on decision whether or not to cover hire losses (Est £85)

Spectator area floodlit and raised.

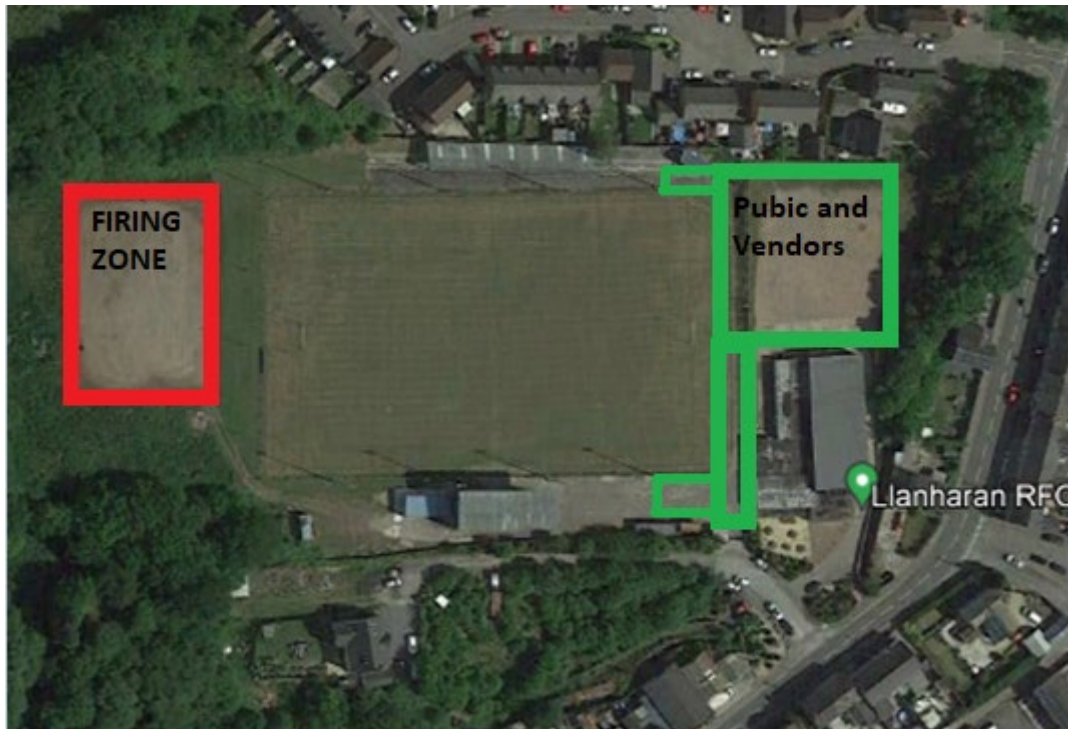
Toilet facilities. Kitchen/refreshments area.

Recent experience of holding the event at the venue, albeit with reduced numbers due to Covid.

Con – The event was held at Brynna last year and Council may wish to rotate the event to Llanharan this year.

Summary of costs: £85

Option 3 – To hold the fireworks display at Llanharan Rugby Club



Officers notes:

Pro – Space for spectators and vendors, approximately 3000sm. Venue is floodlit.

No cost.

Licensed bar and toilet facilities on site.

Con – No recent experience of holding the event of the venue, however there are no apparent impediments to holding the event and other large-scale events have been held here.

Provider

Option 1 – LCDP

Costs from LCDP for arranging and delivering the 2022 Fireworks display = £9257* excluding venue.

*Officer's note This estimate assumes worst case hire costs. LCDP were able to achieve £1249 in savings from the 2021 estimate. A reasonable actual working estimate of total cost based on previous experience is in the region of £8000 - £8500

A breakdown of those costs is given below:

Fireworks	£2,500
First Aid	£175
Light/Barriers	£1,822
DJ	£100
Skip	£200
Insurance	£200
Banners	£250
Radio's	£210
Wrapping/tape	£50
Arrangement Fee Marshalling, staff wages, collection sorting and arrangement/firing of fireworks by trained and competent staff, planning event (Risk assessment, police attendance), arranging vendors and attractions, liaison with venue, post event cleanup, ticketing, marketing.	£3,750
Total	£9,257*

Option 2 – A third party providing full event management.

No event planner has come forward with a full even package, despite enquiries being sent to 5 reputable national providers. Only 1 provider responded with availability and provided a quote to provide fireworks and a display only.

It is suspected that booking for such an event needs to take place at least 12 months in advance.

Option 3 – A third party providing the fireworks and display with the rest of the event being organised in-house.

Fireworks and display provided by 'Hopspilatlityfireworks2000'	£2,500
First Aid – Arranged in-house	£175
Light/Barriers – Arranged in-house	£1,822
DJ – Arranged in-house	£100
Skip – Arranged in-house	£200
Insurance – Arranged in-house	£200
Banners – Arranged in-house	£250
Radio's – Arranged in-house	£210
Wrapping/tape – Arranged in-house	£50
Marshalls. Given the number of marshals being set by the risk assessment and forming part of the Special events application form, it is not feasible to rely on word-of-mouth volunteers. A minimum of 30 marshals was specified in the 2021 event which was limited to 1750 tickets. It is likely that a minimum of 40 marshals would be required for the 2022 event. A quote obtained from a reputable South Wales based provider was £140 per marshal for the evening of 5 th November. 40 x £140	£5,600
Planning event (Risk assessment, police attendance), arranging vendors and attractions, liaison with venue, post event cleanup, ticketing, marketing.	£0

Officer time costs for the above	£?
Total	£11,077*

*Officer's note This estimate assumes worst case hire costs. LCDP were able to achieve £1249 in savings from the 2021 estimate. A reasonable actual working estimate of total cost based on previous experience is in the region of £9,800-£10,300.

Officer's notes:

The difference between Option 1 and option 3 in terms of cost is the LDCP fee versus the fee for marshals. Based on the figures provided, option 1 (the LCDP option) is £1820 cheaper.

This does not account for the labour costs of Community Council officer's time to arrange the event (option 3)

Note that there are inherent risks in running such an event, and there is qualitative value in the practical experience of organising such an event.

Proposal

- That Council selects a venue (with the appropriate costs approved for spend if applicable) OR defers the decision until further opinion can be sought to inform a risk assessment regarding access/egress relating to the LRGT fence (Although LRGT have specified that they must receive confirmation of any booking by Friday 22nd July 2022 which makes this option problematic).
- That Council selects a provider with the appropriate costs approved for spend.
- That Council approves an appropriate virement from general reserves given that the event is likely to exceed the budget of £7425.

**Bryнна Community
Fireworks
2021**



NOVEMBER 3RD 2021

Event Plan

Written by: Darren Russell

Curated & Altered by: Scott Russell

Contacts

Below is a list of contacts relating to our event being held at Brynna Community Grounds

Police, Ambulance & Fire	999
Police (Non-Emergency)	101
Medical Company – Dragon EMS	07714506039

Organizers

Darren Russell	07933106350
Scott Russell	07592756738
Katie Evans	07969504318

Firework Lighters

Darren Russell - Lead	07933106350
Ben Thomas	
Martyn Symons	
Ryan Evans	

Sound

Kieran Craig Beattie	01443675043
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Venue

Brynna Community Grounds	
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CONTENTS

- 1. Introduction**
 - 2. Key Facts**
 - 3. Management Structure**
 - 4. Event Objective**
 - 5. Event Description**
 - 6. Marketing**
 - 7. Location**
 - 8. Event Layout**
 - 9. Marshalls**
 - 10. Medical Provisions**
 - 11. Emergency Services**
 - 12. Emergency Situations & Major Incidents**
 - 13. Noise Impact**
 - 14. Disclaimer**
-
- 1. Introduction**

LCDP (Llanharan Community Development Project Ltd) are a local charity organization that provides childcare, Adult leaning classes, wellbeing sections and a verity of events in the local community.

Llanharan Community Council appointed us to arrange the annual community firework display, this is a free event to the community.

LCDP have arranged this event for many years in the past at Llanharan Welfare Field's this year the venue has been changed to Brynna community fields.

2. Key Facts

- The event is being organised by LCDP in partnership with Llanharan Community Council
- The firework display itself will be lit by 4 volunteers lead by Darren Russell
- The event is being funded by Llanharan Community Council
- There will be 3 local food vendors and a Fairground vendor with stalls
- The approximate number of attendees for the event will be 1750
- The event is ticket only
- NO LOCAL EVENTS are (Currently at time of writing) are being held which will conflict with our event being held.
- The concept of this event is to bring a draw of people to a small town to experience production without having to travel to Cardiff or beyond

3. Management

The event is organized by LCDP in partnership with Llanharan Community Council

Darren Russell – Chair for LCDP

Katie Evans – Operations & Finance Manager for LCDP

Rhian Symons – Senior Management for LCDP

Scott Russell -Trustee for LCDP

All relevant contact information is available at the start of this book.

4. Event Objective

LCDP aims to provide a fordable & enjoyable evening of family fireworks.

Families can enjoy a food from the vendors on site. There will be a small funfair catered for family's giving a variety of different experiences in the evening.

5. Event Description

Gates will open at 5.30pm along with the food area. The event will have an announcer throughout the start explaining exactly what there is on offer and what is going on. The fireworks display will start at 7pm with the display itself lasting approx 20 mins. Once display is complete the site itself will remain open to the public until 8pm – Site clear out will then take place.

6. Marketing

LCDP & Llanharan Community Council will advertise the event through their pages on Facebook. Tickets will be available through Eventbrite and at LCDP, LCC offices.

Our advert is included below



BRYNNA COMMUNITY CENTRE

WEDNESDAY 3RD NOVEMBER

**GATES OPEN 17:30 STARTS AT 19:00
TICKETS ONLY TO ENTER THE GROUNDS**

TICKETS ARE FREE AND AVAILABLE VIA EVENTBRITE,
LLANHARAN COMMUNITY COUNCIL AND
LLANHARAN DROP IN CENTRE



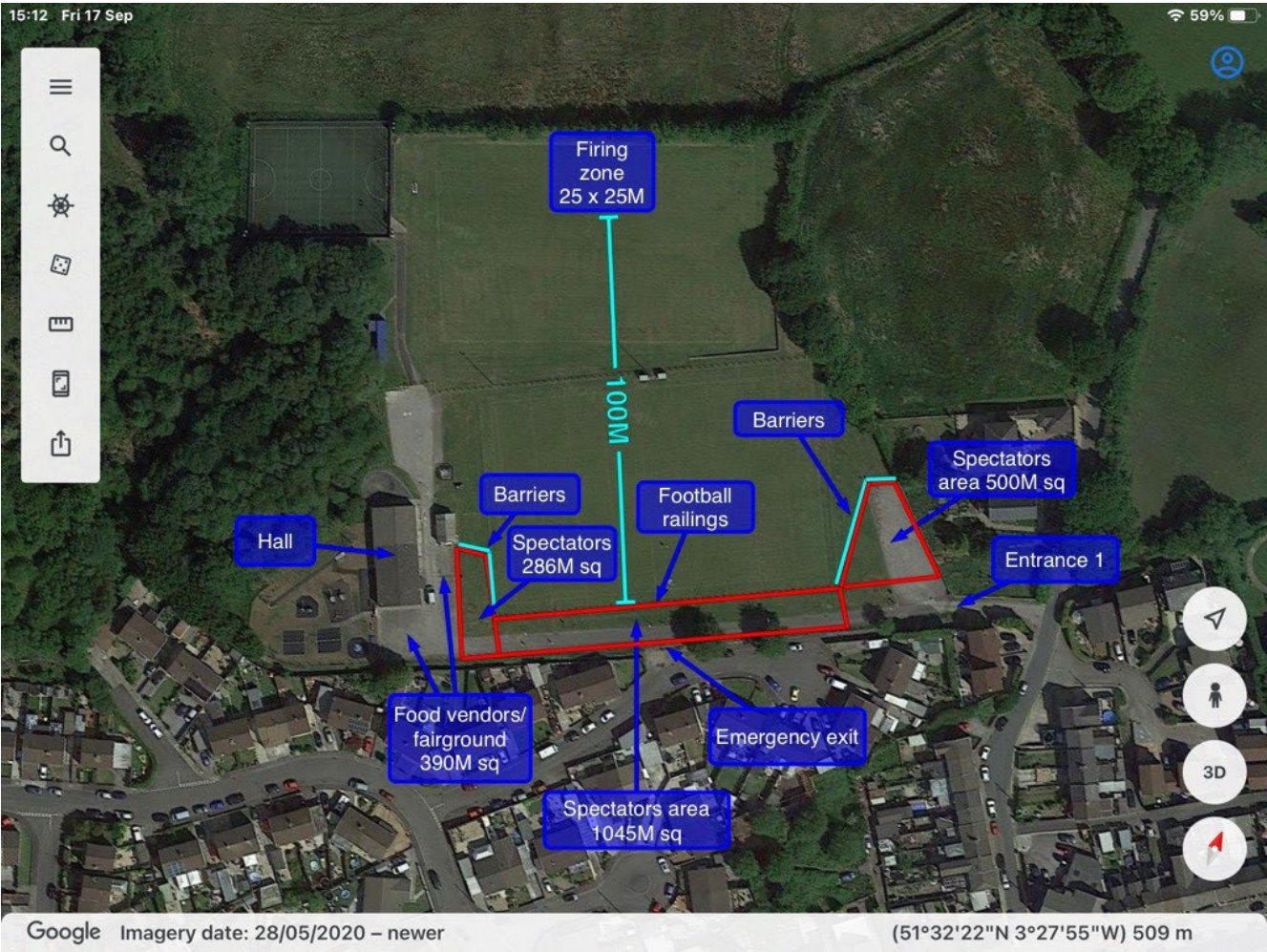
**NO PARKING AVAILABLE
NO ALCOHOL & NO SPARKLERS ALLOWED**

7. Location

Brynna Community Fields is located at back of a housing estate, one road into site. The venue was chosen by Llanharan Community Council.



8. EVENT LAYOUT



- Red box is where spectators will stand.**
- Frist aid vehicle will be near the main entrance**
- Food Vendors to the side of Community hall**
- Toilets in the Community Hall**
- Fall out zone for fireworks to field behind**

9. Marshalls

RISK ASSESEMENT HAS BEEN ATTACHED TO THIS FILE

We plan to have 30 – 40 Marshalls all will be wearing Yellow or Orange Hi Vis vest, all key marshalls will have their role on Hi Vis

4 – on gate

2 – on emergency exit

4 – on bottom car park manning woods boundary

4 – Firing fireworks

Remaining will walk the venue making sure no spectators have alcohol or sparklers. When the fireworks display is due to start all marshalls will stand in front of the crowd barriers to prevent anyone going onto field.

All key marshalls will have MOTOROLA Radios other Marshalls will have Baofeng Radios.

10. Medical Provision

First aid medical cover will be supplied by Dragon EMS who will be on site from 4.30pm through until 8.15pm on event day.

Event risk assessment attached to this document

11. Emergency Services

Access for the emergency services is via Main entrance.

12. Emergency Situations & Major Incidents

An emergency is defined as ‘an occurrence that poses a threat or serious injury, loss of life or a breakdown in public order and does require the police to assume to co-origination of its resolution’

A Major incident is defined as ‘any emergency that requires the implementation of special arrangements by one or more of the Emergency Services, the NHS or the Local Authority for:

The initial treatment, rescue and transport of many casualties;

The involvement either directly or indirectly of large numbers of people;

The handling of many enquiries likely to be generated both from the public and the news media, usually to the Police;

The need for the large-scale combined resources of two or more of the Emergency Services’

We understand absolute security is almost impossible to achieve in combatting the threat of terrorism, but we are aware of the possible situations that may occur and respond accordingly to an emergency/major incident.

Darren Russell will in the first instance be responsible for contacting the emergency services and may delegate this as necessary to contact the emergency services to attend and inform them of the situation and give them as much information as possible.

In the event of a major incident the chief steward **Scott Russell** will communicate the situation over the two way radios informing all stewards of the situation. The chief steward will assess the major incident and decide and confirm the mass evacuation if its required or at the advice or instruction of the emergency services**

In the event of a mass evacuation of the field the PA system will be used to relay clear messages and stewards will ask the public to leave the site in a calm and responsible manner at their nearest and safest exit away from any dangerous areas.

In the event of an air ambulance landing we will co-ordinate with the local authorities and also our marshals to secure the large area nearest our outer perimeter.

13. Noise Impact

During the display and before, there will be music played provided by ourselves. Controlled through PA system, who will monitor all noise to make sure it is at the prescribed decibel level to not cause distress to any surrounding neighbors.

Unlike workers, there is no specific legislation setting noise limits for the audience exposure to noise. However, HSE strongly recommends that the A-weighted equivalent continuous sound level over the duration of the event (Event LAeq) in any part of the audience area should not exceed 107 dB, and the C-weighted peak sound pressure level should not exceed 140 dB.

“HSE.Gov.UK”

During the display there will be young children in attendance. We have been given the following advice which will help parents with their distressed children

We acknowledge that some small children really struggle with loud noises and it can become quite distressing for them to cope with. If you are going to a display this Bonfire Night, you can prepare in advance to lessen the impact of the sights and sounds of Bonfire Night to enable them to enjoy them.

- Prepare the child – explain about Bonfire Night and what is going to happen – the sounds, the sights and smells of Bonfire Night can be really strange and its dark too and the time when little ones are usually ready for bed.
- If they are old enough, create a story about a little boy/girls visit a Bonfire Night display – this is a tried and tested formula and will help.
- Cover your little one’s ears. Children’s hearing is a great deal more sensitive than ours so earplugs or noise cancelling headphones will be great.
- Try some deep breathing exercises – children are never too young to learn coping skills. Teaching a child breathing techniques alleviates anxiety and helps them to cope better in unfamiliar situations.

Site layout has been taken into consideration for sound restrictions and also placement of speaker

Before the event begins and during the event we will keep regular correspondence with local neighbors to ensure everyone is happy with the levels of noise.

14. Disclaimer

Fireworks Conditions of Entry

**THESE CONDITIONS APPLY TO EVERYONE WHO ENTERS THE EVENT
FOOD AND / OR IS UNDER THE CARE AND CONTROL OF THE
ORGANISERS**

**WE ARE NOT INSURED FOR AND MAY NOT BE ABLE TO ACCEPT
LIABILITY FOR ANY LOSSES YOU INCUR IF YOU IGNORE THESE
CONDITIONS**

FIREWORKS BY NATURE ARE DANGEROUS

YOU MUST AT ALL TIMES REMAIN BEHIND THE SAFETY BARRIERS

TAKE CARE OF YOUR PERSONAL POSSESSIONS AT ALL TIMES WHILST ATTENDING THE DISPLAY

YOU MUST COMPLY WITH ALL INSTRUCTIONS GIVEN BY OUR SECURITY/STEWARDS

BY THEIR VERY NATURE, FIREWORKS PROVIDE LOUD BANGS, FLASHES AND STROBOSCOPIC EFFECTS – IF YOU ENTER THE MAIN ARENA YOU WILL BE SUBJECTED TO SUCH EFFECTS

THE SITE GROUND COULD BE WET AND SLIPPERY, PLEASE TAKE CAUTION AT ALL TIMES

FOOD AND FIREWORKS & TAKE NO RESPONSIBILITY FOR LOST ARTICLES OR ITEMS DURING YOUR VISIT TO OUR SITE.

RISK ASSESSMENT FOR:	FIREWORKS DISPLAY - LCDP	
Establishment: LCDP	Assessment by: Darren Russell & Scott Russell	Date: 25/09/2021
Review Date Due : 06/11/2019	Manager Approval:	Date:



Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Normal Control Measures	Residual Risk Rating	Are Normal Control Measures Y/N/NA	
					In Place	Adequate
Injury caused by fireworks Inadequate space Spectators use fireworks Unauthorised use of display fireworks	Staff Public Volunteers Contractors	Property damage/fire Burns Cuts / abrasions, muscular skeletal and other physical injuries	<ul style="list-style-type: none"> • 25M x 25M space has been allowed for the firing area. • A fall out zone for spent fireworks of 25M to rear of firing zone & 25M either side of firing zone is in place. (Check weather conditions) • Spectators are to be kept back on the opposite side from the firing zone of 100M. • The area has been checked and is free from obstructions i.e. trees, overhead power cables and well away from buildings. • Suitable secure area for firework storage inaccessible to public. • Firing area supervised once fireworks set up. • Spectators will not be allowed to enter the site with their own firework. Signage explaining this will be at all entrances. • Spent firework cases gathered, site also checked at first light for partly spent fireworks. 	L	Y	

<p>Firers</p> <p>Poor practices</p> <p>Lack of competency</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Vet for competence, firers have undertaken training. • Risk assessments provided. • Clearly defined responsibilities for Firer and LCDP (in particular in event of emergency) • Contact with firers via walkie talkies with key staff. • Appropriate public liability insurance in place. Insurer contacted to ensure adequate coverage and that any special conditions are met. 	L	Y	
<p>Outside Contractors</p> <p>Poor practices</p> <p>Lack of competency</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Electrocution</p>	<ul style="list-style-type: none"> • Vet for competence. • Risk assessments provided. • Clearly defined responsibilities for Contractor and LCDP (in particular in event of emergency) • Appropriate public liability insurance in place, copy to be requested. • Where applicable copy of ADIPS certificate to be provided to LCDP. 	L	Y	
<p>Storage of Fireworks</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p>	<p>Property damage– fire, explosion</p>	<ul style="list-style-type: none"> • Fireworks delivered 4 days prior to event taking place • Kept in metal container • Ensure container secured • Local Fire Service informed that fireworks are being stored overnight. 	L	Y	
<p>Adverse weather</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Property damage/fire</p> <p>Burns</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p>	<ul style="list-style-type: none"> • Increase separation from fireworks and relocate safety line / barriers • If safe separation cannot be ensured delay / cancel display 	L	Y	

<p>Fire</p> <p>Ignition of premises</p> <p>Small fires</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Burns</p> <p>Property damage / loss</p>	<ul style="list-style-type: none"> • Adequate separation from buildings (see above) • Adequate water. • Positioned in appropriate places to allow quick access • Review main fire risk assessment • Agreed emergency procedure in place and adequate stewards to control crowd (see below) • Local authority, Police and Fire Brigade have been informed. • All staff and volunteers advised of emergency procedures 	<p>L</p>	<p>Y</p>	
<p>Crowd Control</p> <p>Crush injuries, panic, distress</p> <p>Separation of children from parents</p> <p>Overcrowding</p> <p>Inadequate space / exits</p> <p>Blocked exit routes</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Fire evacuation hindered/unsafe access/egress</p> <p>Cuts / abrasions, muscular skeletal and other physical injuries</p> <p>Slips, trips and falls</p>	<ul style="list-style-type: none"> • Maximum number of attendees established, limit ticket sales. • Designated entrance and exit points. • Adequate numbers of staff/stewards supervising • Stewards in place and responsible for crowd control. (identifiable by wearing fluorescent bibs or jackets) • Agreed emergency procedures in place. • Entrances and exits are clearly signed, well lit and kept free from obstructions. • PA used to communicate with the crowd. • Walkie talkies used by stewards and organisers. • Spectators will not be allowed into the display area and signage to this effect in place. • Seek advice from the police, if necessary, for crowd control. • Barriers and adequate supervision to prevent unauthorised use and control access and egress 	<p>L</p>	<p>Y</p>	
<p>Insufficient and/or unsuitable first aid cover</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Accident / injury, delayed assistance in emergency</p>	<ul style="list-style-type: none"> • First aid equipment on site and close to use. • Designated First Aid area. • Designated qualified first aiders available. • Telephones / mobile phones available 	<p>L</p>	<p>Y</p>	
<p>Surrounding areas /Neighbours</p>	<p>Staff</p> <p>Public</p> <p>Volunteers</p> <p>Contractors</p>	<p>Noise</p> <p>Risk to Staff – Owner of horses (Verbal / physical abuse)</p>	<ul style="list-style-type: none"> • Neighbours and businesses have been informed of the proposed display by letter from the lead organiser – LCDP 	<p>M</p>	<p>Y</p>	

Security Unauthorised access Inadvertent access	Staff Public Volunteers Contractors	Malicious damage / theft	<ul style="list-style-type: none"> • Areas other than those needed for event accessible only by authorised persons. • Buildings, apart from essential areas locked. This is checked before and after the display. • Clearly defined designated access routes • Lock areas of building not in use • Tape off / mark areas as out of bounds. • Adequate supervision 	L	Y	
Inadequate welfare facilities	Staff Public Volunteers Contractors		<ul style="list-style-type: none"> • Hall toilets used • Appropriate Signage displayed. • Adequate supervision 	L	Y	
Vehicular access Ineffective pedestrian vehicle segregation	Staff Public Volunteers Contractors	Cuts / abrasions, muscular skeletal and other physical injuries Broken bones Significant head / multiple injuries	<ul style="list-style-type: none"> • Restricted access, visitors advised accordingly. (gates shut/ managed by staff) • Vehicle movements restricted ONLY authorised personnel. • Pedestrian walkways maintained • Clear route maintained for emergency services • Designated car park well away from the display area and dropping zone. • Car park clearly sign posted and attendants in place. 	L	Y	
Surface of field / internal areas Slips, Trips and Falls	Staff Public Volunteers Contractors	Cuts / abrasions, muscular skeletal and other physical injuries	<ul style="list-style-type: none"> • Ensure arrangements are in place for clearing up and safely disposing of any litter left after the event • Regular premises inspections. • Adequate external lighting available 	L	Y	

<p align="center">Additional Control Measures <i>(to take account of local/individual circumstances including changes such as working practices, equipment, staffing levels).</i></p>	<p align="center">Action by Whom <i>(list the name of the person/people who have been designated to conduct actions)</i></p>	<p align="center">Action by When <i>(set timescales for the completion of the actions – remember to prioritise them)</i></p>	<p align="center">Action Completed <i>(record the actual date of completion for each action listed)</i></p>	<p align="center">Residual Risk Rating</p>
<p>HS(G)124 "Giving Your Own Firework Display: How to run and fire it safely" (ISBN 0-7176-6162-8).</p> <p>HS(G) 123 "Working together on firework displays" (ISBN 0-7176-6196-2)</p> <p>Available from http://www.hse.gov.uk/pubns/books/fireworks1.htm</p> <p>Remember – Fireworks not marked with ‘Complies with BS7114 Part 2 1988’ are suitable for use ONLY by Professionals Online guidance from the HSE on organising a firework display is also available.</p> <p>Direct gov advice http://campaigns.direct.gov.uk/fireworkssafety/index.html</p>	<ul style="list-style-type: none"> • LCDP – Jolene Allan to ensure copies of outside contractors insurance verified and copied. • With regards to rides Fairground and food providers that they have a recent copy of their ADIP certificate. • Firing Area checked for risks and any debris – Darren Russell. 			L
<p>DATE OF REVIEW: <i>Record actual date of review</i> 01/10/21</p>	<p>COMMENTS: <i>Record any comments reviewer wishes to make. Including recommendations for future reviews.</i> Fireworks ordered from Orbit Fireworks which comply with BS7114 Part 2 1988 regs. All paperwork, signage and planning in place. Equipment for firers, Hire of equipment, First aider arranged and confirmed arrival (Mike James Dragon EMS) Briefing with all stewards and firers planned for 5pm.</p>			
<p>DATE OF NEXT REVIEW:</p>	<p>COMMENTS:</p>			

RESIDUAL RISK RATING	ACTION REQUIRED
VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring	The activity must not take place at all. You must identify further controls to reduce the risk rating.
HIGH (H) Possibility of fatality/serious injury occurring	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
MEDIUM (M) Possibility of significant injury or over 3 day absence occurring	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
LOW (L) Possibility of minor injury only	No further action required.

CHECKLIST

		✓
Named Leader	Running / co-ordinating event	
Stewards	Sufficient	
	Briefed re emergencies / duties	
	Identification (e.g. fluorescent jackets)	
	Torches	
Emergencies	Services advised	
	Access secured (clear of pedestrians, parked cars etc)	
	Crowd control in emergency situation	
	Evacuation (separate from emergency access)	
First Aid	Qualified persons	
	Adequate facilities (indoors, water, etc)	
	Briefed	
Sparklers	Information on tickets / posters etc NO SPARKLERS	
Lighting	Adequate in public access areas	
	Back up in case of failure	
Fireworks	Positioning	
	Drop zone	
	Wind direction	
	Lighting (automatic / portfires etc)	
	Experience / training of firer(s)	
	Personal protective equipment for firers	
	Dealing with misfires	
	Clearing up afterwards	
	Storage	
Extinguishers	Adequate (water / Co2 / buckets / sand / etc)	
	Positioning	
Communications	PA System etc to crowd	
	Between organisers / stewards	
	To emergency services	
	Agreed emergency procedure	
Security	Check of buildings / area before leaving	
	Control of 'visitors' during event (fencing around site etc)	
	Crowd control	
Insurance	Checked	
	Special conditions met	
HS(G) 123 and 124	Read and understood by all relevant persons	

Recommendations of ORA Committee held Tuesday 9th June 2022

ORA2022/023 Alternative arrangements for the commissioning of carvings for Brynna Woods.

RECOMMENDED That the Clerk approach 'Wildboar carvings' and other artists to seek alternatives to Chris Woods to provide carvings for Brynna Woods. ORA2022/024 Japanese knotweed in the community.

RECOMMENDED • That members of the Community Council maintenance team attend training in the management of Japanese knotweed so that they are licenced to deal with Japanese knotweed on Community Council land. The Clerk to enquire with RCT regarding availability, scope and cost of such training. • That the Community Council identify where outbreaks are on RCTCBC land and take ownership of engaging RCTCBC to manage the outbreaks themselves. (Note: If the Community Council staff are able to become trained and competent in the management of Japanese knotweed it is possible that the Community Council could attempt to negotiate a service level agreement (SLA) to manage outbreaks on RCT's behalf, if desired by the Council it is recommended that this potential proposal be deferred until some future date).

• Whilst the Community Council cannot charge the public for services at this time, if its staff are to become trained and competent it could offer a 'without prejudice' advisory service to the public where Japanese knotweed appears 3 | P a g e ORA Minutes on private land. And/or keep a list of contractors who may be able to assist private landowners.

RECOMMENDED The Clerk to contact RCTCBC and Bridgend College to enquire on training RE Japanese knotweed for maintenance staff.

RECOMMENDED The Clerk to obtain leaflets and/or factsheets to keep at the Council office for members of the public.

ORA2022/025 Area of ground near the bench adjacent to the Haran roofing building.

RECOMMENDED That the Clerk contact RCTCBC highways to enquire whether they own the land.

ORA2022/027 RCT 'Action for nature website'

RECOMMENDED That Councillor Mark Steer be proposed as the Community Council's official liaison to the website.

ORA2022/028 Lighting of fires on allotment plots.

RECOMMENDED That the Clerk contacts plot-holders to trial the allowance of fires at any time of day during the months of November through to and including February. Fires to be prohibited at any other time. The trial to be undertaken on a voluntary basis with the consent of plot-holders with no changes to the tenancy agreements at this time.

RECOMMENDED That the Clerk post notices to remind plot holders at the appropriate time of year to remind them that regardless of what material is burned on fires, they must not cause a nuisance to local residents.

Recommendations of CIL Committee held Tuesday 5th July 2022

CIL2022/036 Report on CIL funds granted to external group for projects and the status of those projects.

RECOMMENDED 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.

RECOMMENDED The Clerk to ascertain whether planning permission is required for the replacement floodlight columns and if so whether such permission has been formally obtained.

CIL2022/038 Youth shelters

RECOMMENDED That a project for the provision of youth shelters be added to the CIL123 list and Active Project lists and that the Clerk and Chair of the CIL Committee make further investigations into feasibility, cost etc... and present a comprehensive paper for the consideration of the committee at a future date.

CIL2022/039 Location signage for Bryncae Football pitch

RECOMMENDED The Clerk to obtain a quotation and permissions to place a post and sign in a suitable location to direct the public to Bryncae football pitch.

CIL2022/041 Increase in grant amount for LCC21/19 Dugouts at Welfare ground.

RECOMMENDED That the grant amount be increased from £2700 to £4550 to allow the purchase and installation of manufactured dugouts. The grant to be paid upon confirmation of whether planning permission is required and whether it has been obtained if necessary

Recommendations of Audit Committee held Thursday 7th July 2022

A2022/015 Financial Regulations

RECOMMENDED The Clerk to produce a second draft of the proposed revised Financial Regulations based on discussions held during the meeting, and for this draft to be presented to a future meeting of the audit Committee.

A2022/016 Grant Applications

RECOMMENDED

- To grant Bryncae FC the amount of £500 for the reasons specified in the application (broadly, general running costs).
- To grant LCDP the amount of £2000 for the reasons specified in the application.(Playday community event on 3rd August 2022).
- To grant Llanharan FC the amount of £900 for the reasons specified in the application (broadly, general running costs and expansion of teams)
- To grant Llanharan Rainbow Guides the amount of £400 for the reasons specified in the application. (Membership fees and for bulbs and flowers at war memorial and near the church hall).
- To grant Llanharan Horticultural Society the amount of £1200 for the reasons specified in the application. (General running costs and the hire of a van). Or the amount of £950 if it can be arranged that the Community Council van be made available to avoid the hire of a van.
- To grant Brynna FC the amount of £708 for the reasons specified in the application. (broadly, general running costs). The Clerk to clarify whether CIL could be used for the repairs to the dugouts and if so to inform the club of the CIL grant application process.

Appendix 13

Purchase of 'lamp post' poppies

Proposal:

To purchase 70 large lamp-post poppies to replace those that are damaged and worn with some spares0

70 x £3 = £210



Appendix 14

2022 Christmas OAP lunches.

To consider whether council wishes to provide Christmas lunches for OAP residents in 2022.

In 2021 approximately 160 OAP residents attended with the event being held over 2 days at Llanharan RFC. This number was smaller than normal due to the aftermath of Covid 19.

The cost was £21/head (Comparable with other local providers) at a cost of £3305, plus costs for minibus hire and for raffle prizes.

The budget for this year's event is £5500 due to the expectation of increased numbers.

2022 Christmas Hampers

To consider whether council wishes to provide Christmas hampers for selected residents in 2022.

It is proposed that the Council organises around 55 Christmas hampers for selected residents for Christmas 2022 at a cost of approximately £3000.

A virement would be required from general reserves, community grants, general sponsorship or some other budget line.

Should Council resolve in principle to proceed, the Clerk to provide more detail and financial options for virement.

Temporary expansion of 'The Pantry' during Summer holidays

To consider whether council wishes to expand 'the Pantry' to include Wednesday mornings (as well as the current Saturday mornings) during the period of the Summer holidays.

It is proposed that volunteers are sourced to staff the pantry where possible during the extra opening hours, but that Council officers are used to oversee, and to staff the pantry if necessary, during these times.

Approximately 1.5hours per week for a 6-week period.

Other aspects of the pantry are self-funding.

The pantry intends to apply for 2 x RCT grants in the coming weeks.

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
22/0736/10

EichCyf/Your Ref:

Dyddiad/Date: 20/06/2022

Gofynnwch am/Please ask for: Amy Marshall
01443 281130

DATBLYGIAD Single storey extension.

ARFAETHEDIG/PROPOSAL:

LLEOLIAD/LOCATION : 15 YNYSMAERDY TERRACE, YNYSMAERDY,
LLANTRISANT, PONTYCLUN, CF72 8LG

CYF GRID/GRID REF: 303319, 184502

**DEDDF CYNLLUNIO GWLAD A THREF
1990 / GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN RHEOLI
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT
1990 / TOWN AND COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT
PROCEDURE) (WALES) ORDER 2012**

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law
Cyngor Bwrdeistref Sirol Rhondda Cynon
Taf, mewn perthynas â'r cais uchod, wedi'u
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application
received by Rhondda Cynon Taf County
Borough Council, in respect of the above
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod
ar-lein, ewch i www.rctcbc.gov.uk/planning a
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above
application online at
www.rctcbc.gov.uk/planning

Os nad ydw i'n clywed gennych chi o fewn 21
diwrnod o ddyddiad y llythyr hwn, byddaf yn
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make
if I do not hear from you within 21 days of the
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey
Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
22/0704/10

EichCyf/Your Ref:

Dyddiad/Date: 21/06/2022

Gofynnwch am/Please ask for: James Emery
01443 281130

DATBLYGIAD Proposed change of use from office to holiday
ARFAETHEDIG/PROPOSAL: accommodation.
LLEOLIAD/LOCATION : BRYNNA MILL, WERN TARW ROAD, BRYNNA
CYF GRID/GRID REF: 298495, 183532

DEDDF CYNLLUNIO GWLAD A THREF **TOWN AND COUNTRY PLANNING ACT**
1990 / GORCHYMYN CYNLLUNIO GWLAD **1990 / TOWN AND COUNTRY PLANNING**
A THREF (GWEITHDREFN RHEOLI **(DEVELOPMENT MANAGEMENT**
DATBLYGU) (CYMRU) 2012 **PROCEDURE) (WALES) ORDER 2012**

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law
Cyngor Bwrdeistref Sirol Rhondda Cynon
Taf, mewn perthynas â'r cais uchod, wedi'u
hangáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application
received by Rhondda Cynon Taf County
Borough Council, in respect of the above
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod
ar-lein, ewch i www.rctcbc.gov.uk/planning a
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above
application online at
www.rctcbc.gov.uk/planning

Os nad ydych chi'n clywed gennych chi o fewn 21
diwrnod o ddyddiad y llythyr hwn, byddaf yn
tybio nad ydych chi am gyflwyno sylwadau.

I will assume you have no comments to make
if I do not hear from you within 21 days of the
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey
Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
22/0705/10

EichCyf/Your Ref:

Dyddiad/Date: 21/06/2022

Gofynnwch am/Please ask for: James Emery
01443 281130

DATBLYGIAD Construction of covered store
ARFAETHEDIG/PROPOSAL:
LLEOLIAD/LOCATION : BRYNNA MILL, WERN TARW ROAD, BRYNNA
CYF GRID/GRID REF: 298495, 183532

DEDDF CYNLLUNIO GWLAD A THREF 1990 / GORCHYMYN CYNLLUNIO GWLAD A THREF (GWEITHDREFN RHEOLI DATBLYGU) (CYMRU) 2012 **TOWN AND COUNTRY PLANNING ACT 1990 / TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (WALES) ORDER 2012**

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law Cyngor Bwrdeistref Sirol Rhondda Cynon Taf, mewn perthynas â'r cais uchod, wedi'u hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application received by Rhondda Cynon Taf County Borough Council, in respect of the above proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod ar-lein, ewch i www.rctcbc.gov.uk/planning a chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above application online at www.rctcbc.gov.uk/planning

Os nad ydych chi'n clywed gennych chi o fewn 21 diwrnod o ddyddiad y llythyr hwn, byddaf yn tybio nad ydych chi am gyflwyno sylwadau.

I will assume you have no comments to make if I do not hear from you within 21 days of the date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey
Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
22/0739/10

EichCyf/Your Ref:

Dyddiad/Date: 24/06/2022

Gofynnwch am/Please ask for: James Emery
01443 281130

DATBLYGIAD Change of use of an existing storage at Llanharan
ARFAETHEDIG/PROPOSAL: Service Station to restaurant and associated site
works including car parking, vehicular access and
landscaping.
LLEOLIAD/LOCATION : LLANHARAN SERVICE STATION, BRIDGEND
ROAD, LLANHARAN, PONTYCLUN, CF72 9NR
CYF GRID/GRID REF: 300529, 183068

DEDDF CYNLLUNIO GWLAD A THREF
1990 / GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN RHEOLI
DATBLYGU) (CYMRU) 2012

TOWN AND COUNTRY PLANNING ACT
1990 / TOWN AND COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT
PROCEDURE) (WALES) ORDER 2012

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law
Cyngor Bwrdeistref Sirol Rhondda Cynon
Taf, mewn perthynas â'r cais uchod, wedi'u
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application
received by Rhondda Cynon Taf County
Borough Council, in respect of the above
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod
ar-lein, ewch i www.rctcbc.gov.uk/planning a
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above
application online at
www.rctcbc.gov.uk/planning

Os nad ydych chi'n clywed gennych chi o fewn 21
diwrnod o ddyddiad y llythyr hwn, byddaf yn
tybio nad ydych chi am gyflwyno sylwadau.

I will assume you have no comments to make
if I do not hear from you within 21 days of the
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey

Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
22/0778/19

EichCyf/Your Ref:

Dyddiad/Date: 29/06/2022

Gofynnwch am/Please ask for: Amy Marshall
01443 281130

DATBLYGIAD Removal of an Alder and a Copper Beech - stream
ARFAETHEDIG/PROPOSAL: bank Ewenny Fach
LLEOLIAD/LOCATION : 3 PICTON TERRACE, DANYGRAIG ROAD,
LLANHARAN, PONTYCLUN, CF72 9NY
CYF GRID/GRID REF: 300227, 183236

**DEDDF CYNLLUNIO GWLAD A THREF
1990 / GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN RHEOLI
DATBLYGU) (CYMRU) 2012**

**TOWN AND COUNTRY PLANNING ACT
1990 / TOWN AND COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT
PROCEDURE) (WALES) ORDER 2012**

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law
Cyngor Bwrdeistref Sirol Rhondda Cynon
Taf, mewn perthynas â'r cais uchod, wedi'u
hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application
received by Rhondda Cynon Taf County
Borough Council, in respect of the above
proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod
ar-lein, ewch i www.rctcbc.gov.uk/planning a
chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above
application online at
www.rctcbc.gov.uk/planning

Os nad ydw i'n clywed gennych chi o fewn 21
diwrnod o ddyddiad y llythyr hwn, byddaf yn
tybio nad ydych am gyflwyno sylwadau.

I will assume you have no comments to make
if I do not hear from you within 21 days of the
date of this letter.

Yr eiddoch yn gywir / Yours faithfully,



Jim Bailey
Pennaeth Cynllunio / Head of Planning

Catherine Kennedy
Llanharan Community Council
2a Chapel Road
Llanharan
Pontyclun
CF72 9QA

Fy Nghyf/My Ref:
21/1331/10

EichCyf/Your Ref:

Dyddiad/Date: 14/07/2022

Gofynnwch am/Please ask for: James Emery
01443 281130

DATBLYGIAD
ARFAETHEDIG/PROPOSAL: Construction of Health Complex and venue with associated amenities to facilitate, to include A3, D2 and Sui Generis use classes and regularisation of 58no. Space Overspill Carpark. (Car Park Plan and Amended Redline Boundary Received 08/07/22)(Revised description received 08/07/22)

LLEOLIAD/LOCATION : TY MAELWG, ROAD TO FOREST VIEW, YNYSMAERDY, LLANTRISANT, PONTYCLUN, CF72 9JS

CYF GRID/GRID REF: 303036, 184272

DEDDF CYNLLUNIO GWLAD A THREF
1990 / GORCHYMYN CYNLLUNIO GWLAD
A THREF (GWEITHDREFN RHEOLI
DATBLYGU) (CYMRU) 2012

TOWN AND COUNTRY PLANNING ACT
1990 / TOWN AND COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT
PROCEDURE) (WALES) ORDER 2012

Annwyl Sir/Madam

Dear Sir/Madam

Mae manylion cais cynllunio a ddaeth i law Cyngor Bwrdeistref Sirol Rhondda Cynon Taf, mewn perthynas â'r cais uchod, wedi'u hamgáu. Gofynnaf am eich sylwadau.

I enclose details of a planning application received by Rhondda Cynon Taf County Borough Council, in respect of the above proposal, and request your observations.

I weld cynlluniau ac ati ar gyfer y cais uchod ar-lein, ewch i www.rctcbc.gov.uk/planning a chlicio ar 'Cymraeg' ar frig y dudalen.

Please view plans etc for the above application online at www.rctcbc.gov.uk/planning

Os nad ydych chi'n clywed gennych chi o fewn 21 diwrnod o ddyddiad y llythyr hwn, byddaf yn tybio nad ydych chi am gyflwyno sylwadau.

I will assume you have no comments to make if I do not hear from you within 21 days of the date of this letter.

Yr eiddoch yn gywir / Yours faithfully,

A handwritten signature in black ink, appearing to read "J. Bailey". The signature is written in a cursive style with a large, looped initial "J" and a long, sweeping tail.

Jim Bailey
Pennaeth Cynllunio / Head of Planning

Appendix 18

Membership of working group tasked with examining the future purchase and placement of summer plants with a view to presenting options to council for budgeting in late 2022 in preparation for the 2023/24 budget.

The membership of the working group, number of members and Chair to be decided.