



LLANHARAN COMMUNITY COUNCIL

Minutes of the Council meeting held on a hybrid basis (in person and by remote attendance at Llanharan OAP Hall), 7pm on Thursday 15th May 2025

The meeting was held in accordance with:
The Local Government and Elections (Wales) Act 2021

Members Present:

Councillors; David Evans (Chair), Rhys Jenkins, Neil Feist, Robert Smith, Claire Morgan, Will Thomas, Mark Steer, Janine Turner, Chris Parker.

Apologies; Cllrs Rhys A.Jenkins, Andrea James.

Absent; Geraint Hopkins,

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk: Lisa Phillips.

Assistant Clerk; Rebecca Jenkins.

5 members of the public.

2025/104 Welcome and Apologies

a) *RESOLVED*

That the reason proffered with Cllr Andrea James' apology for absence be accepted as a valid reason for absence.

b) *RESOLVED*

That the reason proffered with Cllr Rhys.A.Jenkins' apology for absence be accepted as a valid reason for absence.



2025/105 Disclosures of Personal and/or Prejudicial Interests

Cllr Chris Parker declared a personal interest in agenda item 12 (minute ref 2025/116) being a volunteer at the pantry.

Cllr Janine Turner declared a personal interest in agenda item 12 (minute ref 2025/116) being a volunteer at the pantry.

2025/106 Motion to suspend Standing Order and to call a secret ballot *RESOLVED*

To suspend Standing Order 33.2.6.iv requiring the co-option vote to be taken via a show of hands and to instead proceed to vote via means of a secret ballot.

2025/107 Co-option to fill vacant seats.

a) RESOLVED

To Co-opt Nick Richards to fill the vacant seat for the Brynna ward, subject to the correct signing of their declaration of acceptance of office.

b) RESOLVED

To Co-opt Maria Thomas to fill the vacant seat for the Brynna ward, subject to the correct signing of their declaration of acceptance of office.

2025/108 Public Speaking

None.

2025/109 Minutes of Ordinary Meeting of the Council held on 17th April 2025

RESOLVED

To approve the minutes of the ordinary council meeting held on 17th April 2025 as a true and accurate record.

2025/110 Community Council Action Plan

Noted.

2025/111 Correspondence

None.



2025/112 General Grant Application – LCDP

RESOLVED

To grant LCDP the sum of £29,999.76 for the purposes described in the grant application under the power conferred by Section 137 of the LGA 1972.

2025/113 Community Crime Reports

Not received.

2025/114 Council Expenditure for April 2025

RESOLVED

Deferred to a future meeting.

2025/115 Year-To-Date Spend vs Budget

Deferred to a future meeting.

2025/116 Pantry Finances Report

Noted.

2025/117 Bryncae Community Centre Finance Report

RESOLVED

Deferred to a future meeting of the council.

2025/118 Asset Register and Policy

The draft asset register at year end 2024/25 was noted.

RESOLVED

To accept the fixed asset register policy incorporating minimum purchase or resale value of £250.

2025/119 Scheduled and Regular Routine Payments

RESOLVED

To approve the list of scheduled and regular routine payments as required by the financial regulations as presented in 'Appendix 11' to the meeting, subject



to the 'photocopier' costs being altered to Quarterly rather than monthly as shown on the report.

2025/120 HR Committee 8th May 2025

NOTED

HR2025/019 To appoint a Grounds-person under delegated authority.

RESOLVED

To appoint Paul Harris as Grounds-person

Employment to commence at a mutually agreeable date after 11th May 2025 (Delegated to the Clerk).

Hours of work: 16 hours per week. (To be arranged with the Clerk).

Pay: SCP 5

All other terms of contract as per NALC standard contract.

The Clerk to issue a contract accordingly.

The Officers of the council delegated authority to make such arrangements as necessary to facilitate the employees employment, pension enrolment and other matters pertaining to their lawful employment.

Cllr Claire Morgan left the meeting.

2025/121 CEC Committee 15th May 2025

NOTED

CEC2025/033 Quotations for a 3 year contract for the erection of the Council's summer baskets beginning in Summer 2025.

RESOLVED

To appoint D3 signs to erect the summer hanging baskets and to issue a 3 year contract as per the specification provided and the quotation received.

The conditions of the Councils' financial regulations having been satisfied. The officers being authorized to spend up to the annual amount stated on the contract plus a 10% contingency per year in the case of unforeseen extra costs.

Specifically £945 +10% in 2025, £1,015 + 10% in 2026 and £1,092 + 10% in 2027.

Clerk's note: Financial regulation 11)e)ii) Having been previously suspended.



2025/122 Further recommendations of CIL Committee 4th February 2025

a) RESOLVED

CIL2025/016 Additional Costs for Footpath Reopening Project

To allocate an additional £1,800 of cost to the project 'LCC21/20 Reopening of footpath RAN17/1 adjacent to the Bryncae Arms,' updating the CIL123 and Active Project lists accordingly and closing the project.

b) RESOLVED

CIL2025/017 Removing Picnic Benches at Lanley Estate from CIL123 and Active Project Lists

To remove project 'LCC23/Lan2 Picnic benches at Lanley Estate' from the CIL123 and Active project lists, as the developer has repeatedly failed to respond to requests for permission.

c) RESOLVED

CIL2025/018 Referral of Bryncae Community Centre Improvement Project

To delegate the spend of CIL funds allocated to the project 'LCC23/02 Improvements to Bryncae Community Centre' to the Bryncae Community Centre Committee.

d) RESOLVED

CIL2025/019 Adding the Skateparks Project to CIL123 and Active Project Lists

To add the project 'Skateparks project' to the CIL123 and Active Project lists with a value of £100,000.

2025/123 Spend to alter the office and purchase equipment to accommodate and facilitate the new Assistant Clerk

a) RESOLVED

To approve the following spend:

Removal of office stud walls. Relocate electrical points and switches. Make good ceiling and carpet tiles. Remove all waste. £850

The Clerk having striven to obtain 3 quotes and received only 1. Therefore financial regulations being satisfied.



b) RESOLVED

To approve the following spend:

Purchase of office desk and Chair - £327.73

The Clerk having striven to obtain 3 quotes by browsing multiple providers. After searching for competitive prices, the provider selected, Office Furniture direct, was the only provider found that could provide this particular specification of desk (same design, colour and size as the existing office desks) Therefore financial regulation 11.3 e) iii being satisfied.

c) RESOLVED

To approve the following spend:

Purchase of Laptop - £830.26

The Clerk having striven to obtain 3 quotes by browsing multiple providers. Laptop purchased direct from Dell. Cheapest found available online. Therefore financial regulation 11.3 e) iii being satisfied.

d) RESOLVED

To approve the following spend:

Purchase, fitting and setup of computer dual screens - £395.18

The Clerk having striven to obtain 3 quotes by browsing multiple providers. After searching for competitive prices, the provider selected, Extrascope, was the only provider found that could provide this particular specification of setup (same manufacturer, design, and technical specification as the existing office stations). Therefore financial regulation 11.3 e) iii being satisfied.

2025/124 Insurance policy

RESOLVED

Deferred to a future meeting of the council.

2025/125 Legal costs and other matters relating to the transfer of the shower block.

a) RESOLVED

To form a Committee with delegated authority to spend the CIL funds allocated to LCC25/01 "Improvements to the Welfare Ground Shower Block" project (currently £50,000 and to include legal fees, the costs of surveys etc.... relating to the work but NOT the transfer of the asset) and to facilitate negotiations with LRG T regarding the scope of work to be carried out, including any discretionary improvement/upgrade work to be carried out in addition to that identified in the building condition report.



The Committee to progress and scrutinise all other aspects of the asset transfer making recommendations to Full Council for resolution, taking into account the basis for the transfer that has already been negotiated informally. The membership, Chair and Deputy Chair to be decided at the Council's annual meeting.

b) RESOLVED

To authorise the officers of the Council to spend up to £3,200 on legal fees for the transfer of the shower block for LCC and LRGT legal fees. Monies to be allocated to budget line "Professional and legal fees", with the Clerk making enquiries as to whether this spend can be allocated to CIL at a later date.

2025/126 Decision of the Public Service Ombudsman for Wales.

The decision of the Public Service Ombudsman for Wales regarding a Code of Conduct complaint was noted, along with the published report.

2025/127 Updates of the work of the VE day 80th Anniversary Event Working Group,

Noted.

2025/128 Updates of the work of the Digital Working Group

No update provided.

2025/129 Formation of Events Committee.

RESOLVED

To form an Events Committee. Membership and Terms of Reference to be decided at a later date.

2025/130 Festive Display working group reporting lines.

RESOLVED

To amend the Terms of Reference of the Festive Lights Working Group to clarify that it reports to the CEC Committee.

2025/131 Member's Reports

Cllr Mark Steer

I have noticed continuing problems with dog waste bins not being emptied, in particular that bin at the western end of Brynna Woods that had not been emptied for over 3 weeks. I have reported that particular bin online on several



occasions and it has now eventually been emptied. I appeal to all members to report any dog waste or standard bins that require emptying to report via the online RCT report it portal and to urge members of the public to do the same.

Cllr David Evans

Met with One Voice Wales earlier as part of a council evaluation process who commented that our council appears to be an ambitious one.

2025/132 Feedback from External Group Meetings

a) RCT Town & Community Council Liaison Committee (Cllr David Evans and Rhys Jenkins)

Nothing to report. No meetings arranged.

b) One Voice Wales, RCT/Merthyr/Caerphilly area Committee (Cllr Robert Smith)

No formal meeting since the one reported previously.

I did advise of an online seminar regarding the Ombudsman complaint process which took place yesterday.

c) Dolau Primary School appointed governor (Cllr Neil Feist)

Attended a meeting on 1st May 2025 where the employment of a headteacher was discussed

d) Llanharan Primary School appointed governor: (Cllr Geraint Hopkins)

No report received.

e) Brynnau Primary School appointed governor (Cllr Rhys Jenkins)

No report received. A meeting is scheduled for next week.

f) The Wildlife Trust (Brynna Woods/Llanharan Marsh) Liaison (Cllr Mark Steer)

There are walks and talks planned from June onwards. No dates or subjects are available at the moment.

g) Llanharan Community Development Project (LCDP) Liaison (Cllr Rhys Jenkins)

No report received.

2025/133 Planning Matters

Noted without comment.



2025/134 Urgent Information & Future Agenda Items

None

There being no further business, the meeting closed at 8.45pm.

The next scheduled meeting of Full Council will be held on 19th June

Councillor David Evans
Chair of Llanharan Community Council



LLANHARAN COMMUNITY COUNCIL

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Members Present:

Councillors; David Evans (Chair), Rhys Jenkins, Neil Feist, Robert Smith, Rhys A. Jenkins, Andrea James, Claire Morgan, Will Thomas, Mark Steer, Janine Turner.

Apologies; Cllrs Geraint Hopkins, Chris Parker.

Absent; None.

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk: Lisa Phillips.

1 members of the public.

2025/78 Welcome and Apologies

a) RESOLVED

That the reason proffered with Cllr Geraint Hopkins' apology for absence be accepted as a valid reason for absence.

b) RESOLVED

That the reason proffered with Cllr Chris Parker's apology for absence be accepted as a valid reason for absence.



2025/79 Disclosures of Personal and/or Prejudicial Interests

Cllr Neil Feist declared a general personal interest holding a joint allotment tenancy and being a member of cycling UK.

Cllr Andrea James declared a personal interest in agenda item 12 (minute ref 2025/089) being a volunteer at the pantry.

Cllr Janine Turner declared a personal interest in agenda item 12 (minute ref 2025/089) being a volunteer at the pantry.

2025/80 Public Speaking

None.

2025/81 Minutes of Ordinary Meeting of the Council held on 20th March 2025

RESOLVED

To approve the minutes of the ordinary council meeting held on 20th March 2025 as a true and accurate record.

2025/82 Community Council Action Plan

Noted.

2025/83 Correspondence

Noted.

2025/84 General Grant Application – Wildlife Trust of South and West Wales

RESOLVED

To grant The Wildlife Trust of South and West Wales the sum of £10,000 in relation to Brynna Woods for the provision of guided walks, tools training and equipment, surveying and monitoring, infrastructure installation and maintenance and a new interpretation board.

2025/85 2nd Casual Vacancy – Brynna Ward

Noted.



2025/86 Community Crime Reports

Not received.

2025/87 Council Expenditure for March 2025

RESOLVED

To approve expenditure for March 2025 as shown in payment schedule 'Appendix 7' presented to the meeting.

2025/88 Year-To-Date Spend vs Budget

Noted.

2025/89 Pantry Finances Report

Noted.

2025/90 Bryncae Community Centre Finance Report

Noted.

2025/91 CEC Committee 25th March 2025

CEC2025/020 Issuing a 3 year contract for the erection of the Council's summer baskets beginning in Summer 2025.

a) RESOLVED

To seek quotations for a 3 year contract using the specification provided in Appendix 3 at this meeting to the CEC Committee, with no formal tender process being required.

b) RESOLVED

That the CEC Committee be delegated authority to select a vendor at a subsequent meeting.

c) RESOLVED

That given the timescales, financial regulation 11e)ii)1 be suspended in the event of less than 3 quotations being received on the grounds that the Clerk has attempted to obtain 3 quotes but less than that number have been received. Predicated on the assumption that the Clerk will archive evidence of such for the purposes of any future audit.



d) RESOLVED

CEC2025/021 Issuing a tender for a 3 year contract for the erection of the council's festive display 2025-2027.

To issue a formal open tender for the erection of the council's festive display 2025-2027 under the terms of the Procurement Act 2024 on the terms presented in Appendix 4 to this meeting to the CEC Committee (subject to any alterations required under the discretion of the Clerk). For the Clerk to also approach companies who have already registered an interest as part of the pre-tender exercise, who have carried out works for the council previously and any other appropriate companies. For the tender to run for a period of 6 weeks from issue.

e) RESOLVED

CEC2025/022 Process to select the preferred Christmas lights and motifs to be included in a 3 year hire agreement for 2025-2027 prior to any tender being issued. The current hire contract having now come to an end.

To form a working group known as the Festive Display Working Group, terms of reference, "to consider the specification and other arrangements for the Christmas lights and festive display for 2025 and beyond". Membership to comprise Cllrs Chris Parker (As Chair), Neil Feist, Janine Turner and Rhys A Jenkins.

2025/92 ORA Committee 1st April 2025

Noted.

2025/93 CIL Committee 8th April 2025

a) RESOLVED

CIL2025/028 CIL application, Brynna Community Centre for improvements to the dugouts on the top football pitch at Brynna fields.

To approve the application from Brynna Community Centre for £1,500 for the improvement of dugouts and to allocate CIL funds accordingly. Project to be added to the CIL123 and Active Project lists. Monies to be paid out upon the receipt of invoices and/or other paperwork that can be reconciled to the bank account showing proof of payments made to the satisfaction of the Clerk.



b) RESOLVED

CIL2025/029 CIL application, Brynna Community Centre for drainage improvement works to the bottom football pitch at Brynna fields.

To approve the application from Brynna Community Centre for £26,187.97 for the carrying out of works to improve the drainage on the bottom football pitch on Brynna recreation ground and to allocate CIL funds accordingly. Project to be added to the CIL123 and Active Project lists.

c) RESOLVED

CIL2025/030 Incorporation of project LCC24/09 into LCC25/01

To incorporate project LCC24/09 into LCC25/01, updating the description and value of LCC25/01 accordingly to reflect monies spent.

2025/94 Audit Committee 15th April 2025

a) RESOLVED

A2025/016 Bank reconciliations and list of payments for Quarter 4 2024/25

To approve bank reconciliations and list of payments for Quarter 4 2024/25 as listed in 'Appendix 2' presented to the meeting.

b) RESOLVED

A2025/020 Account transfers for FY 2024/25

To approve transfers between accounts for financial year 2024/25 as listed in 'Appendix 5' presented to the meeting.

c) RESOLVED

A2025/021 Virements from general reserves FY 2024/25

To approve virements from general reserves for FY 2024/25 as listed in 'Appendix 6' presented to the meeting.

d) RESOLVED

A025/022 Journals for FY 2024/25

To approve journals actioned within accounting software for FY 2024/25 as listed in 'Appendix 7' presented to the meeting.



e) RESOLVED

A025/024 Internal Interim Audit FY 2024/25. To note the following recommendations (note that i), ii) and iii) follow on from the full end of year audit for 2023/24)

- i) To propose and approve social media & GDPR policies.
- ii) To add 'wet' signature to all payment schedule and payment documents.
- iii) To update Fixed Asset register.
- iv) To confirm the total value of precept for FY 2025/26 as £300,409.26 and for this to be noted in future minutes when deciding the precept.

f) NOTED

A025/025 Audit Wales Certified Annual Return for FY 2023/24

To note the unqualified audit opinion received for FY2023/24 as per Auditor General report.

g) RESOLVED

- i) To seek further clarification from the auditor regarding the Clerk's salary as no material difference observed following subsequent checks.
- ii) To note and confirm the total precept value raised for financial year 2025/26 as £300,409.26 based on a Community Council tax band D rate of £83.92 and a tax base rate of £3579.71

h) NOTED

A025/026 Triennial full audit return FY 2023/24

The Clerk requested that the minutes record their recognition of the exceptional effort and volume of work from the RFO with regards to the submission of the 2023/24 triennial full audit return resulting in an unqualified audit.

i) RESOLVED

A025/027 Addition of £6250 to the Multi-Cultural Carnival budget line to provide a Community Summer Event

To approve a virement from general reserves for an additional £6250 to be added to the Multi-Cultural Carnival budget line to provide a Community Summer Event.



2025/95 HR Committee 17th April 2025

a) *NOTED*

HR2025/005 Appointment of Assistant Clerk

To appoint Rebecca Jenkins as Assistant Clerk on the following terms:

Employment to commence 1st May 2025.

Hours of work: 24 hours per week. (To be arranged with the Clerk).

Pay: SCP 16 rising to SCP 24 upon satisfactory completion and signoff of the documented training and achievement plan.

All other terms of contract as per NALC standard contract.

b) *RESOLVED*

HR2025/006 One Voice Wales 5 yearly-assessment of the Council in line with the NALC LC scale.

To engage One Voice Wales to carry out an independent, non-binding grading assessment of the Council and the Clerk for a cost of £220.

2025/96 Fireworks Display Quotations

RESOLVED

To appoint Pendragon Fireworks as the display provider for the 2025 Fireworks display and to authorise the Officers to pay a deposit of £500 now to secure them for 5th November 2025 for a total cost of £4750 for a display.

2025/97 VE Day 80th Anniversary Event Working Group

Update noted

2025/98 Digital Working Group

No update.

2025/99 Section 185 Sewer Diversion Work

RESOLVED

To accept an increase in costs from Redwood Environmental Services Ltd for the Section 185 Sewer diversion work relating to Project LCC19/07

Garage/Memorial Garden from £22,169.75 to £29,136.73 and to increase the CIL allocation for the project from £140,695 to £147,662 to take account of these increased costs. The increased cost still being cheaper than the next cheapest tender received in July 2023.



2025/100 Member's Reports

Cllr Mark Steer

I recently looked at problem trees around the Meadow Rise play area with the RCT inspector. I took the opportunity to have a general conversation about trees overhanging into residents gardens and he confirmed that RCT would not usually act. I reiterated this to local residents. There will be minor changes to the 404 Bus service after easter. I have spoken to some residents and will be printing off some new timetables to hand out.

Cllr Robert Smith

All of the Annual survey sheets have now been collected in and will be processed shortly.

2025/101 Feedback from External Group Meetings

a) RCT Town & Community Council Liaison Committee (Cllr David Evans and Rhys Jenkins)

No report received.

b) One Voice Wales, RCT/Merthyr/Caerphilly area Committee (Cllr Robert Smith)

Attended the OVW Larger Council's meeting and the Area Committee meetings on 16th April.

Keynote speaker was Owen Struthers, National Consenting for Wales, who consider large projects in Wales such as electricity generation projects etc... There was talk about the potential impacts of the withdrawal of support for Windows 10 and the implications.

There is a OVW enquiry into councilor conduct and the impact on council clerks and a paper will be produced in due course. A number of recommendations are being considered. There were also concerns over the length of time the Public Service Ombudsman for Wales takes to process complaints. Should members wish to explore the topic further there is an SLCC webinar on 14th May.

The review of the RCTCBC/Town and Community Council charter was discussed.

A complaint was made regarding the charging schedule from Audit Wales whereby backlogged audits are being charged at the current year rate. And also where points of concerns are raised at audit and a charge levied, and when issues are subsequently found to be without merit the charge still needs to be paid.



c) Dolau Primary School appointed governor (Cllr Neil Feist)
Next meeting is on 1st May 2025.

d) Llanharan Primary School appointed governor: (Cllr Geraint Hopkins)
No report received.

e) Brynnau Primary School appointed governor (Cllr Rhys Jenkins)
No report received.

f) The Wildlife Trust (Brynna Woods/Llanharan Marsh) Liaison (Cllr Mark Steer)

Volunteers have been cleaning and oiling the sculptures and continuing to check trees alongside the paths.

Recently there was evidence found of a large fire and old sofa's and chairs left which have now been removed.

There have been reports of electric motorcycles speeding through the woods which is becoming a safety issue.

Tree and wildlife surveys have continued recently, including that of the violet oil beetle.

g) Llanharan Community Development Project (LCDP) Liaison (Cllr Rhys Jenkins)

No report received.

2025/102 Planning Matters

Noted without comment.

2025/103 Urgent Information & Future Agenda Items

None

There being no further business, the meeting closed at 8:10pm.

The next scheduled meeting of Full Council will be held on 15th May 2025.

Councillor David Evans
Chair of Llanharan Community Council

Appendix Co-option

Process for Co-option of candidates to vacant seat

Vacancy. (2 x Brynna Ward).

Co-option process

33.2.6 - During the meeting to consider the matter:

33.2.6.i - Candidates will be invited to give a brief personal statement if they have elected to do so (2 minutes max).

33.2.6.ii - The Chair will ask any questions in line 33.2.5

33.2.6.iii - A vote will take place to determine which candidate will be co-opted to fill the vacant seat.

33.2.6.iv - The vote will comprise a show of hands with the name of the person with the least number of votes being removed from the list and a new vote taken. The process will continue until there are 2 persons remaining. Any tie shall be settled by the Chair's casting vote.

33.2.6.v - The declaration of office to be signed in the presence of the Clerk, which may be at a later date but before the next meeting of the Council.

33.2.6.vi - Following the vote, the Clerk will arrange with the successful candidate to complete the declaration of acceptance of office form, personal information sheet, register of interests form and any other relevant paperwork

33.2.6.vii - Should the candidate fail to sign their declaration of acceptance of office form by the time of the next meeting of Council (unless resolved otherwise) or by any other statutory date then the process will be repeated, excluding that candidate.

33.2.6.viii - The successful candidate will be provided with the Council induction pack.

Members are expected to follow the Council's training plan and Ongoing advice and training will be provided by the Officers of the Council.

Candidates for co-option (in alphabetical order by surname)

Note: Councillors have been provided with unredacted versions of application forms. Following this meeting all copies of those unredacted documents must be deleted and destroyed, in line with the Council's GDPR responsibilities.

- Sarah Liney
- Cristelle McDonagh
- Nick Richards
- Maria Thomas
- Robert Williams



LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

Local Government (Wales) Measure 2011, Section 116

Llanharan Community Council currently has a vacancy for a Councillor which will be filled through the process of co-option. Co-opted Councillors have the same rights and responsibilities as those Councillors who obtained office through election. The position of a Community Councillor does not attract any remuneration.

Councillors are expected to attend the monthly meetings of the Council and also to serve on some Committees and / or working groups which normally meet on a two monthly cycle. The role is varied and enables local people to use their skills and experience to enhance the work undertaken by the Council for the benefit of the community.

Llanharan Community Council is also in receipt of significant funds as a result of local housing developments.

The Council wishes to invite interested people to submit their applications for the role of Councillor by way of completing the attached eligibility and application form. Applicants will be asked to attend the Council meeting on Thursday 15th May 2025 (in person or online) when selection will take place.

The Council is committed to achieving a balanced composition of Councillors that reflects our community.

All members of the community are welcome to apply.

There are 2 vacancies available covering the ward of Brynna although anyone eligible can represent any ward where there is a vacancy. (i.e. Provided can answer yes to one of Questions 1 to 4 on the application. A copy of the Council's ward boundaries is provided at the end of this application pack).

Closing date: Noon Friday 9th May 2025

Applications will be considered at a subsequent council meeting on 15th May 2025.

You will be requested to attend a short interview at this meeting (via Zoom remote conferencing if preferred) where you may speak for up to 3 minutes if you wish (not mandatory) and may be asked questions about the information given in your application.

Please submit completed eligibility forms by writing to: Clerk@Llanharan-cc.gov.wales or at our office at 2A Chapel Road, Llanharan, CF72 9QA. If you have any questions about the Council or the role of a Community Councilor, please contact the Clerk via email, or call 01443 231 430.

Completed eligibility forms should be submitted to the Clerk prior to the deadline. Applications received after the deadline will not be considered.

ELIGIBILITY FORM

Name : (Mr/Mrs/Other).....Christelle mcdonagh.....

[REDACTED]

E-mail [REDACTED]

Mobile..... [REDACTED]

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):

You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? NO
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES
3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the ward area of Llanharan Community Council? NO
4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? NO
2. Do you hold a politically restricted post? NO
3. Have you ever been disqualified by a Court from holding Public Office? NO
4. Have you ever been declared bankrupt? NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? NO
6. Have you ever been disqualified under the Representation of the People Act 1983? NO

SignedChristelle mcdonagh Date

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

Llanharan Community Council represents and supports the local communities of Llanharan, Brynna, Brynna Gwynion, Bryncae, Llanilid, and Ynysmaerdy, all located in Rhondda Cynon Taf, South Wales. It was formed in 1974, following the Local Government Act of 1972, taking over from the former parish councils.

The Council has both required (statutory) responsibilities and additional (discretionary) powers. Legally, it must appoint a Chairperson and a Clerk who also acts as the Responsible Financial Officer. Beyond that, it can choose to carry out a range of services to benefit the community, such as maintaining public spaces and facilities.

One of its recent projects included awarding the 'Freedom of the Community' to Mr. Gareth Evans, former headteacher of Dolau Primary School, to honour his 34 years of service.

The Council actively communicates with residents through its official website and social media, keeping the community informed and involved.

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

As a Project Manager with extensive experience in infrastructure and community-focused projects, I bring strong planning, stakeholder engagement, and problem-solving skills. My background includes managing complex schemes in both the public and private sectors, particularly in flood risk management, active travel, and public realm improvements. I'm confident in handling budgets, overseeing detailed programmes, and coordinating with a range of stakeholders to deliver practical, sustainable outcomes.

I have also volunteered with the South Wales Fire and Rescue Service, which has given me a valuable perspective on community resilience, public safety, and emergency response. This experience has deepened my understanding of how to support and engage with local communities, especially during critical situations.

In addition, I have worked and volunteered as a swimming coach, which reflects my commitment to promoting health, wellbeing, and positive opportunities for young people. I'm passionate about encouraging active lifestyles and building confidence through sport and structured activities. Together, these roles demonstrate my dedication to improving community life, supporting local initiatives, and contributing to projects that make a lasting, positive impact.

Describe the personal qualities that you would bring to the role of Councillor;

I am a committed and community-focused individual who takes pride in making a difference. I bring a calm, level-headed approach to problem-solving, even under pressure, and I'm known for being approachable and a good listener—qualities that are essential when engaging with members of the public and understanding their needs.

As a Project Manager, I've developed strong communication and organisational skills, along with the ability to work collaboratively and make informed decisions. I'm comfortable dealing with complex issues, balancing multiple priorities, and remaining solution-focused throughout.

Through my volunteer work with South Wales Fire and Rescue and as a swimming coach, I've shown a deep commitment to public service, teamwork, and youth development. These experiences reflect my values—reliability, integrity, and a genuine passion for supporting others.

I believe in fairness, transparency, and doing what's right for the greater good, even when decisions are tough. I would bring energy, professionalism, and a proactive attitude to the role, always with the aim of making a positive, lasting impact.

Why do you want to be a community Councillor?

I want to become a Community Councillor because I genuinely care about the area and believe I can make a meaningful contribution. I'm someone who likes to get things done and see positive change take shape. With my background in project management and community volunteering, I have the skills, drive, and experience to help deliver practical improvements that benefit local people.

I'm passionate about supporting others, listening to concerns, and turning ideas into action. This role would give me the opportunity to work more closely with the community, champion local issues, and help make sure voices are heard and needs are met.

The Council currently has 7 Committees and 11 task-based working groups. (See the attached summary, the Council's website and / or contact the Clerk for further details). Please indicate which of the committees and / or working groups you would join if places were available.

Name of Committee/Group	Tick here
Human Resources Committee	YES
Audit (Finance) Committee	
Open Spaces, Rights of Way and Allotments Committee (ORA)	YES
Community Infrastructure Levy (CIL) Committee.	YES
Community Engagement Committee	YES
Bryncae Community Centre Committee	YES
Trenos and Ewenni Crossings Project Committee.	YES
Trenos Crossing and Ewenny Bridge Working Group.	YES

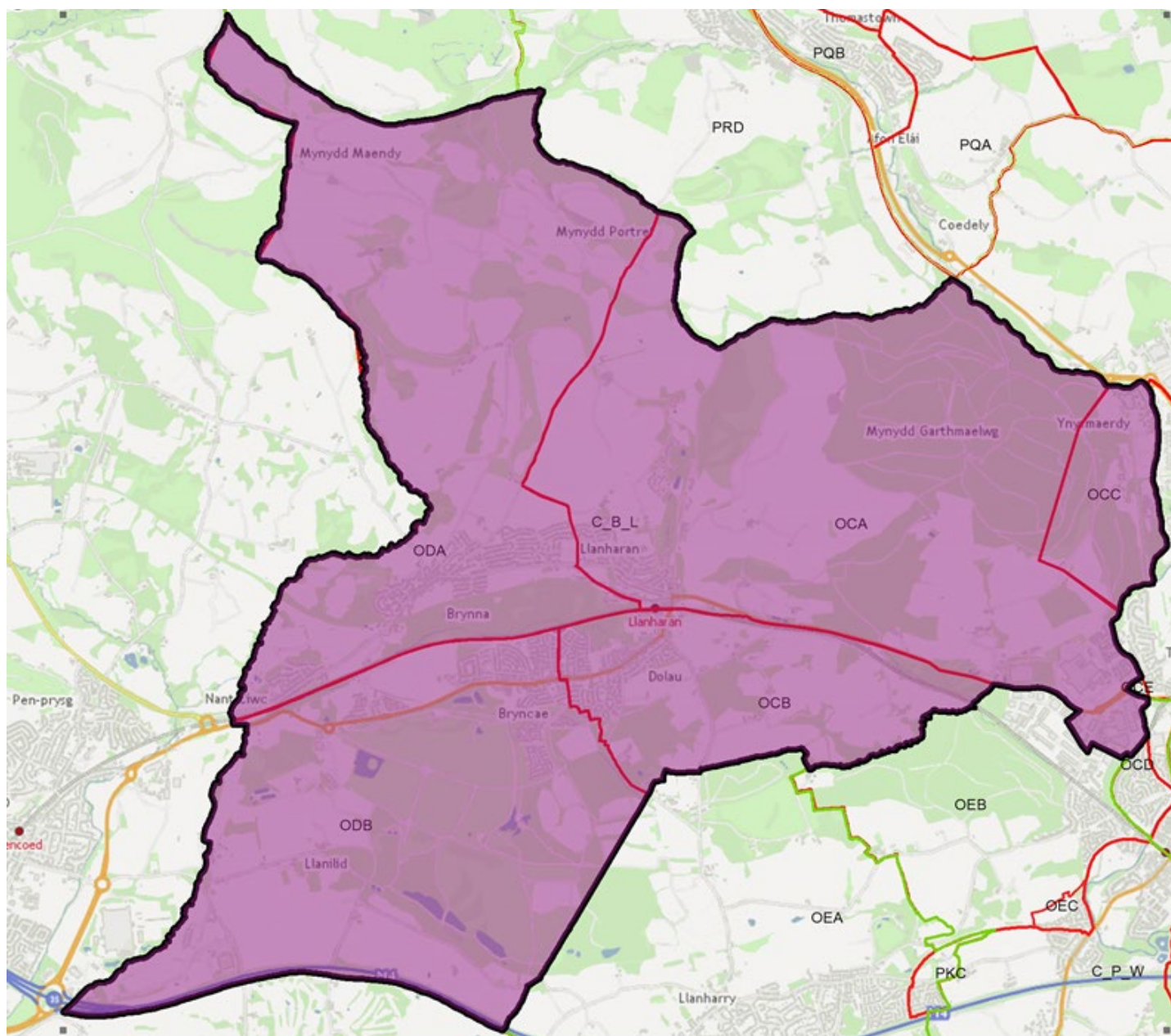
Fireworks Working Group	
Bryncae Community Centre Working Group	YES
Walking Leaflets Working Group	
Oakbrook Skatepark refurb Working Group	YES
Pump Track Working Group	
Jubilee Marsh Multi-User Route Working Group	
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	
Annual Survey working Group	
Senior Citizen's Christmas Lunches Working Group	YES

Print name...CHRISTELLE MCDONAGH..... [REDACTED] ...

Date.....15/4/25.....

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a separate sheet if necessary).

Llanharan Community Council Boundaries





LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

Local Government (Wales) Measure 2011, Section 116

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Councillors are expected to attend the monthly meetings of the Council and also to serve on some Committees and / or working groups which normally meet on a two monthly cycle. The role is varied and enables local people to use their skills and experience to enhance the work undertaken by the Council for the benefit of the community.

Llanharan Community Council is also in receipt of significant funds as a result of local housing developments.

The Council wishes to invite interested people to submit their applications for the role of Councillor by way of completing the attached eligibility and application form. Applicants will be asked to attend the Council meeting on Thursday 15th May 2025 (in person or online) when selection will take place.

The Council is committed to achieving a balanced composition of Councillors that reflects our community.

All members of the community are welcome to apply.

There are 2 vacancies available covering the ward of Brynna although anyone eligible can represent any ward where there is a vacancy. (i.e. Provided can answer yes to one of Questions 1 to 4 on the application. A copy of the Council's ward boundaries is provided at the end of this application pack).

Closing date: Noon Friday 9th May 2025

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You will be requested to attend a short interview at this meeting (via Zoom remote conferencing if preferred) where you may speak for up to 3 minutes if you wish (not mandatory) and may be asked questions about the information given in your application.

Please submit completed eligibility forms by writing to: Clerk@Llanharan-cc.gov.wales or at our office at 2A Chapel Road, Llanharan, CF72 9QA. If you have any questions about the Council or the role of a Community Councilor, please contact the Clerk via email, or call 01443 231 430.

Completed eligibility forms should be submitted to the Clerk prior to the deadline. Applications received after the deadline will not be considered.

ELIGIBILITY FORM

Name : Mrs Maria Thomas

Address: [REDACTED]

E-mail address: [REDACTED]

Telephone: [REDACTED]

Mobile [REDACTED]

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):

You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? YES
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES
3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the ward area of Llanharan Community Council?
4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? NO
2. Do you hold a politically restricted post? NO
3. Have you ever been disqualified by a Court from holding Public Office? NO
4. Are you currently the subject of a bankruptcy restrictions order or interim order NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? NO
6. Have you ever been disqualified under the Representation of the People Act 1983?

NO

Signed

[REDACTED]

Date 1 May 2025

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

I previously served as a community councillor after being elected by the public in 2017.

LCC is currently responsible for 7 hamlets within 3 wards (The wards have 3 county councillors within RCT Council)

1. Llanharan
2. Bryncae
3. LLanillid
4. Brynna
5. Mountain Hare
6. Ynysmaerdy
7. Lanelay

The community has grown considerable over the past 20 years, and will continue to grow with new developments ongoing and planned for the future.

The council has 14 members, with 3 admin staff and 2 grounds people as support (including the current recruitment)

The council is required to promote community projects, enhance the area as well as being community leaders, acting always with the best interests of the community.

The council currently look after 3 allotment sites, around 40 miles of footpaths and bridleways, many of the bus shelters within the community are the community councils, managing the skate park at top park, as well as St Peters, the old churchyard.

Aside from the above, the community council support many local groups within our area by issuing grant aid, as well as the provision of defibrillators across the community, working to save lives.

The community council has funded many projects over the years, including festive lighting, fireworks, senior dinners to mention but a few.

The council operate under the Local Government Act 1972

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

I am well known within the local area, committed and passionate about our community, my historical knowledge will prove beneficial to not only the council but that of the wider community.

I have experience in many areas, the council are responsible for, more so my passion for footpaths, open spaces and bridleways is for all to see.

Describe the personal qualities that you would bring to the role of Councillor;

Passionate
Committed
Honest
Initiative
Reliable
Courageous

Why do you want to be a community Councillor?

I want to see and be part of change within our community, as we continue to grow, it is ✓important to listen to those around us. Being a community councillor will allow me to directly impact the local area, representing the view of our community.

The Council currently has 7 Committees and 11 task-based working groups. (See the attached summary, the Council's website and / or contact the Clerk for further details). Please indicate which of the committees and / or working groups you would join if places were available.

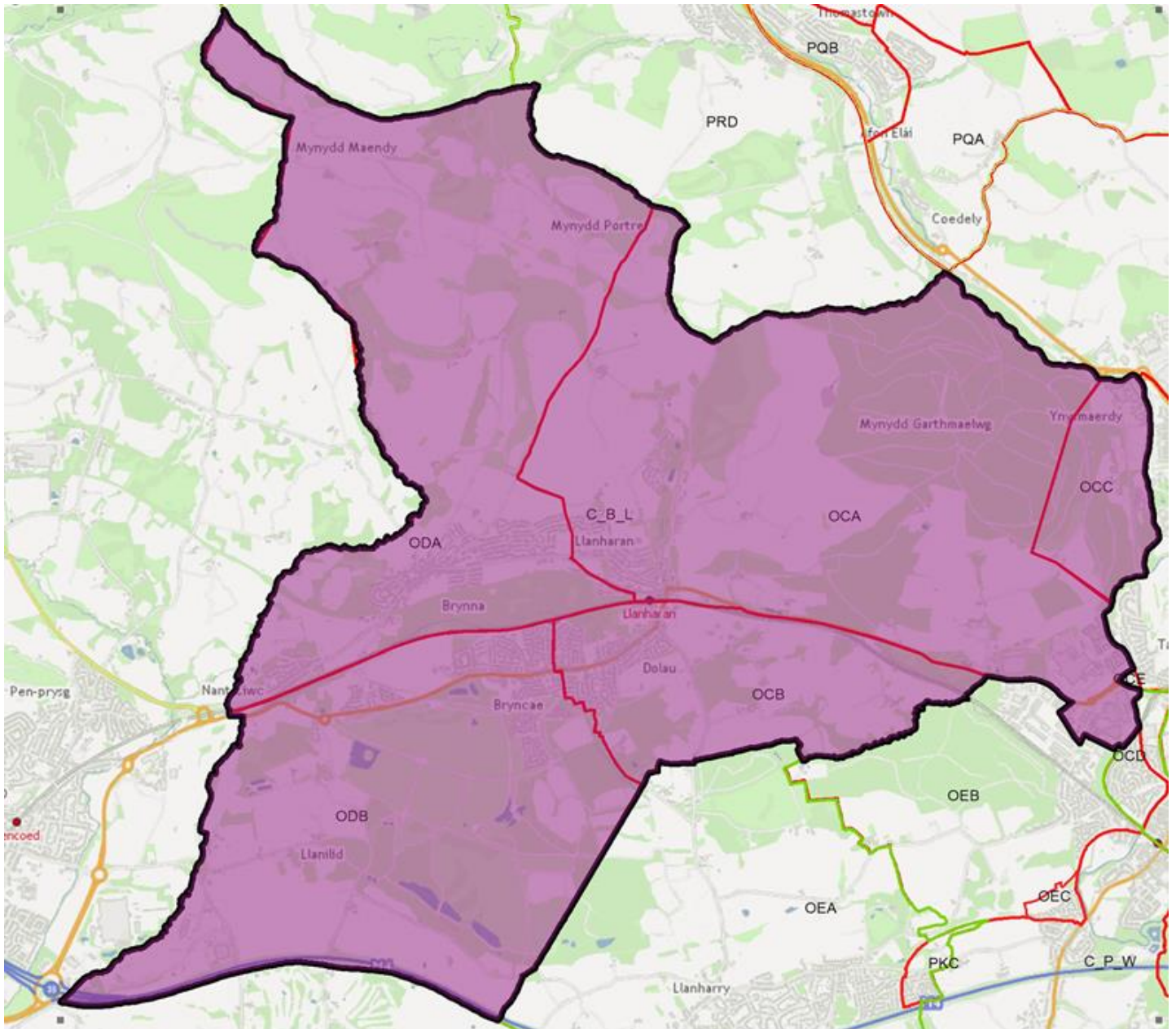
Name of Committee/Group	Tick here
Human Resources Committee	
Audit (Finance) Committee	✓
Open Spaces, Rights of Way and Allotments Committee (ORA)	✓
Community Infrastructure Levy (CIL) Committee.	✓
Community Engagement Committee	✓
Bryncae Community Centre Committee	
Trenos and Ewenni Crossings Project Committee.	✓

Trenos Crossing and Eweny Bridge Working Group.	✓
Fireworks Working Group	
Bryncae Community Centre Working Group	
Walking Leaflets Working Group	✓
Oakbrook Skatepark refurb Working Group	
Pump Track Working Group	✓
Jubilee Marsh Multi-User Route Working Group	
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	✓
Annual Survey working Group	✓
Senior Citizen's Christmas Lunches Working Group	

Print name Maria Thomas Sign  Date 1 May 2025

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a separate sheet if necessary).

Llanharan Community Council Boundaries





LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

Local Government (Wales) Measure 2011, Section 116

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Councillors are expected to attend the monthly meetings of the Council and also to serve on some Committees and / or working groups which normally meet on a two monthly cycle. The role is varied and enables local people to use their skills and experience to enhance the work undertaken by the Council for the benefit of the community.

Llanharan Community Council is also in receipt of significant funds as a result of local housing developments.

The Council wishes to invite interested people to submit their applications for the role of Councillor by way of completing the attached eligibility and application form. Applicants will be asked to attend the Council meeting on Thursday 15th May 2025 (in person or online) when selection will take place.

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All members of the community are welcome to apply.

There are 2 vacancies available covering the ward of Brynna although anyone eligible can represent any ward where there is a vacancy. (i.e. Provided can answer yes to one of Questions 1 to 4 on the application. A copy of the Council's ward boundaries is provided at the end of this application pack).

Closing date: Noon Friday 9th May 2025

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Completed eligibility forms should be submitted to the Clerk prior to the deadline. Applications received after the deadline will not be considered.

ELIGIBILITY FORM

Name : (Mr/Mrs/Other).....Nick Richards.....

.....

E-mail address:.....n.....

Telephone:

Mobile.....

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):

You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? YES NO
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES NO
3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the ward area of Llanharan Community Council? YES NO
4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES NO

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? YES NO
2. Do you hold a politically restricted post? YES NO
3. Have you ever been disqualified by a Court from holding Public Office? YES NO
4. Are you currently the subject of a bankruptcy restrictions order or interim order YES NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? YES NO
6. Have you ever been disqualified under the Representation of the People Act 1983? YES NO

SignedN J Richards..... Date ...7/5/2025.....

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

The Llanharan Community Council is the lowest tier of local government. It provides a means for residents through their Council representatives to influence how resources are used within their communities to improve their quality of life.

Local people understand what is needed to benefit their communities and the Community Council working with the residents can access funding can provide the opportunity

The Community Council also provides a means for residents to have a voice on the bigger issues.

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

I have worked in local government since 1982 starting as a Traffic Engineer project managing traffic management schemes with Cornwall County Council. In the late 80's moved to the Midlands again as a Traffic Engineer for Coventry City Council until 2014 when I moved to Birmingham City Council where I am currently employed as a Programme Manager with a team of eight. My current role is working with a Team to deliver multiple project managing programmes, resources and finances taking into account the relevant legislation and governance processes. This has also required to engage with other Governance bodies sub regional, regional and national. I have also run projects with English Central Government Departments.

In addition to the design and delivery of the traffic scheme it was necessary to undertake stakeholder engagement activities such as organising and hosting residents meeting, site meeting with stakeholders such as residents, resident groups, councillor 3rd sector organisations. This also included preparing and designing the consultation material. I have undertaken television and radio interviews along with writing press release relating to the various projects.

In my time at Coventry City Council, I swapped roles to working with community groups in the 4 Priority Area within the City as a Community Development Officer. The objective was to work with the key residents to encourage the wider residents to engage with the Council to work with the service to maximise the efficiency of the provider and ensure that funding addressed local need and provide value for money. Undertook consultation and stakeholder engagement events with residents to identify their priorities and use this information to attract funding. Worked with small groups by distributing grants to support Wellbeing project.

I was a Treasurer of a local residents group and prepared a bid successful bid for European funding for an environmental scheme to create a green space for residents to use. As Treasurer I managed the contractors, permits and approval with the City Council and the Financial claims.

For two years I was a Volunteer Director of a Community Nursery in my local neighbourhood in Coventry. I was responsible with the other Directors for Financial Control, Budgeting and managing Grant Claims.

Describe the personal qualities that you would bring to the role of Councillor;

I have a strong belief in community and that grassroots groups are the means to deliver change and bring benefit to the wider community. Organisations such as the Community Council provides a mean give this voice.

I am a problem solver with Project/ Programme Management skill, good with people and have experience with working with a wide spectrum of people and groups.

I am affable and open but slightly introvert which means I work extra hard to get to know people. I do enjoy meeting people and love to hear their views and experiences. Have a range of tools in my skill set which I can call upon to engage with people as individuals or groups. Able to emphasise and appreciate the passion that the community may have on an issue. In my careers it has been necessary to not only listen to what is being said, but also what is behind said – getting to the why not the what. I am aware that some issues and solutions may be complex and I can break it down to explain it in a clear way.

I try to be honest and transparent, but always open. I have been described as a bureaucrat, but I love the win when I find a way through and around the bureaucracy; especially if the win is for the community

Why do you want to be a community Councillor?

I have worked as a local government officer for most of my career working and engaging with Communities. I have enjoyed using my skills to help the Council's deliver the services and Policies that will benefit communities.

I feel that I would like to be able to use these skills for my local community to improve their quality of life. If possible help give them a voice and encourage them to do it for themselves.

The Council currently has 7 Committees and 11 task-based working groups. (See the attached summary, the Council’s website and / or contact the Clerk for further details). Please indicate which of the committees and / or working groups you would join if places were available.

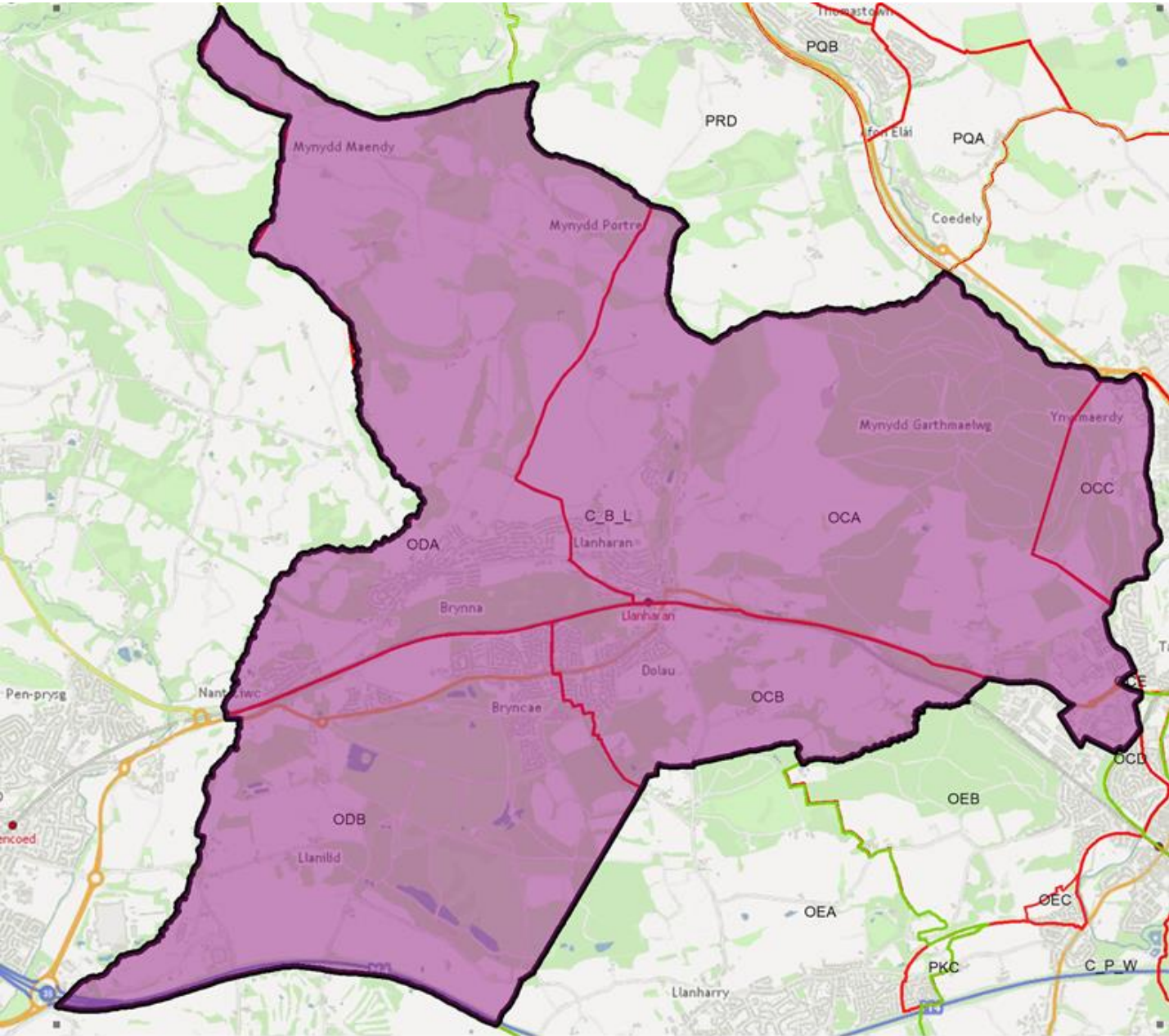
Name of Committee/Group	Tick here
Human Resources Committee	
Audit (Finance) Committee	
Open Spaces, Rights of Way and Allotments Committee (ORA)	
Community Infrastructure Levy (CIL) Committee.	✓
Community Engagement Committee	✓
Bryncae Community Centre Committee	✓
Trenos and Ewenni Crossings Project Committee.	✓
Trenos Crossing and Eweny Bridge Working Group.	✓
Fireworks Working Group	
Bryncae Community Centre Working Group	✓
Walking Leaflets Working Group	✓
Oakbrook Skatepark refurb Working Group	
Pump Track Working Group	
Jubilee Marsh Multi-User Route Working Group	
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	
Annual Survey working Group	
Senior Citizen’s Christmas Lunches Working Group	

Print name N J Richards..... Sign  Date... 7/5/2025.....

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a


separate sheet if necessary).

Llanharan Community Council Boundaries



ELIGIBILITY FORM

Name : (Mr/Mrs/Other) Rob Williams

Address: 

..... E-

mail address:

Telephone:

Mobile: 0

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):


You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? YES / NO
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES / NO
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4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES / NO

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? YES / NO
2. Do you hold a politically restricted post? YES / NO
3. Have you ever been disqualified by a Court from holding Public Office? YES / NO
4. Are you currently the subject of a bankruptcy restrictions order or interim order? YES / NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? YES / NO
6. Have you ever been disqualified under the Representation of the People Act 1983? YES / NO

Signed  Date 24.4.2025



LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

Local Government (Wales) Measure 2011, Section 116

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The Council is committed to achieving a balanced composition of Councillors that reflects our community.

All members of the community are welcome to apply.

There are 2 vacancies available covering the ward of Brynna although anyone eligible can represent any ward where there is a vacancy. (i.e. Provided can answer yes to one of Questions 1 to 4 on the application. A copy of the Council's ward boundaries is provided at the end of this application pack).

Closing date: Noon Friday 9th May 2025

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Completed eligibility forms should be submitted to the Clerk prior to the deadline.
Applications received after the deadline will not be considered.

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

The Community Council work to
Build a Stronger Community,
For the next Generation

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

my Contribution to the Council
would be my Nolage of growing up
in the Village of Llanharan.

Areas of interest would be
all Llanharan.

Expertise would be my Life
and my Nolage i can give to you

Describe the personal qualities that you would bring to the role of Councillor;

Trust and Honastie,
One hard working man

Why do you want to be a community Councillor?

Very interested in making a bigger
and better Llanharan, and Serving
the community to the best of my
Ability.

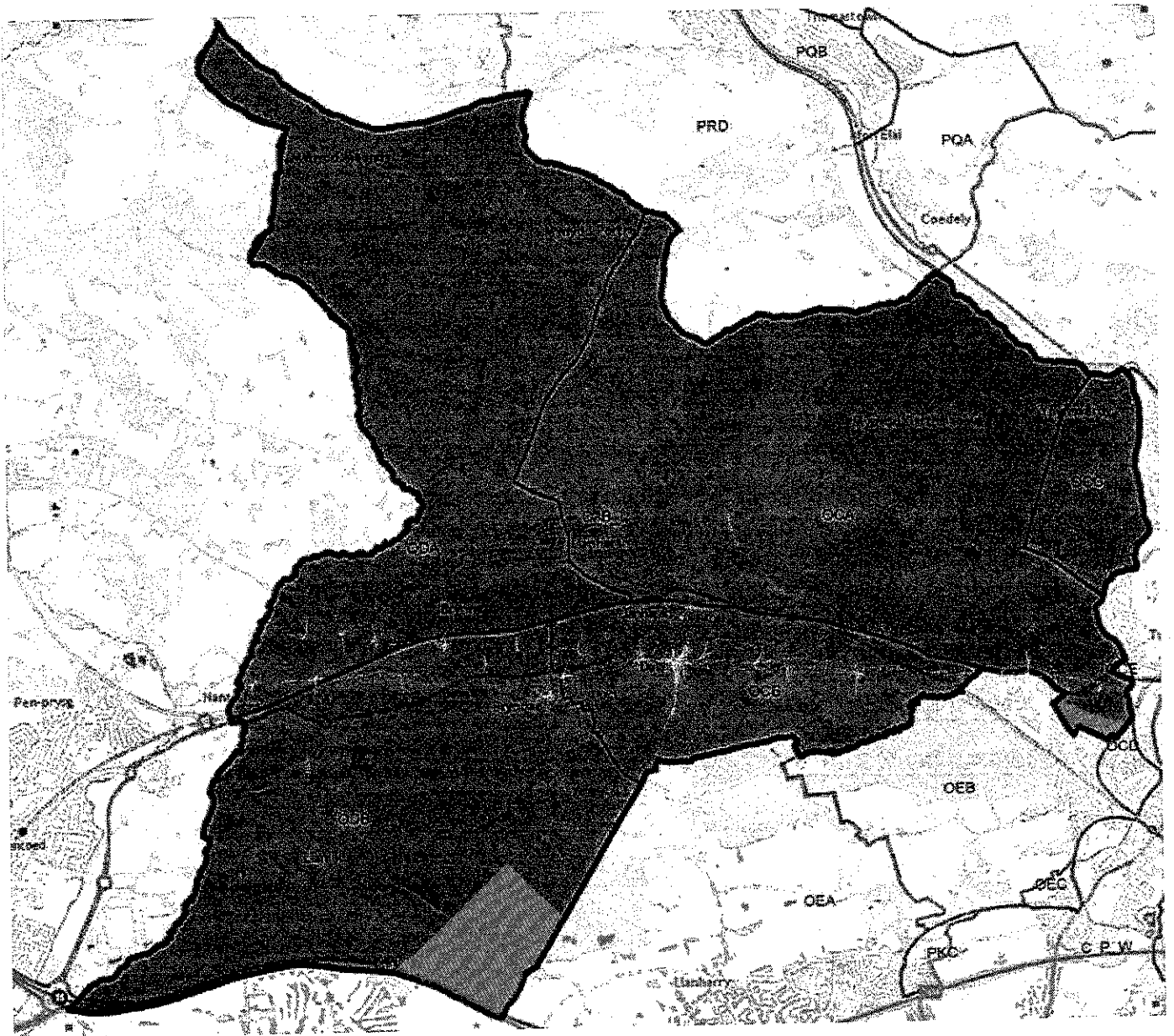
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Community Engagement Committee	
Bryncae Community Centre Committee	
Trenos and Ewenni Crossings Project Committee.	
Trenos Crossing and Ewenny Bridge Working Group.	
Fireworks Working Group	
Bryncae Community Centre Working Group	
Walking Leaflets Working Group	
Oakbrook Skatepark refurb Working Group	
Pump Track Working Group	
Jubilee Marsh Multi-User Route Working Group	✓
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	
Annual Survey working Group	
Senior Citizen's Christmas Lunches Working Group	

Print name Rob Williams Sign.  Date 24.6.2025

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a separate sheet if necessary).

Llanharan Community Council Boundaries





LLANHARAN COMMUNITY COUNCIL

NOTICE OF VACANCY TO BE FILLED BY CO-OPTION

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ELIGIBILITY FORM

Name: Mrs. Sarah Jane Liney

Address:

[REDACTED]

[REDACTED]

E-mail address: [REDACTED]

Mobile: 0 [REDACTED]

Qualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s79):

You must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered as a Local Government Elector for the area of Llanharan Community Council? YES
2. During the whole of the last 12 months have you resided in the ward area of Llanharan Community Council, or within 3 miles of it? YES
3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the ward area of Llanharan Community Council? YES
4. During the whole of the last 12 months has your main place of work been within the ward area of Llanharan Community Council? YES

Disqualifications for holding office as member of local authority (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions, it is likely that it will not be possible to co-opt you to Llanharan Community Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held any paid office or any other position of profit with this Council? NO
2. Do you hold a politically restricted post? NO
3. Have you ever been disqualified by a Court from holding Public Office? NO
4. Are you currently the subject of a bankruptcy restrictions order or interim order? NO
5. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? NO
6. Have you ever been disqualified under the Representation of the People Act 1983? NO

Signed:

[REDACTED]

Date: 30th April 2025

Application

Please complete all section concisely and accurately. Use a separate sheet of paper if necessary.

Briefly demonstrate what you know about Llanharan Community Council.

Llanharan Community council have 14 elected councillors, and over a number of years have experienced a number of changes, where experienced councillors have stepped down from their roles.

The 14 councillors cover the three main wards being Llanharan, Brynna and Llanilid, having seen significant growth over the past 10 years, these wards are also represented by three county councillors.

The community council play a vital role in, representing the view of the community, around matters such as planning and also act as a buffer liaising with the local authority, namely Rhondda Cynon Taf.

The council also maintain public spaces, and are responsible, for St Peters Church, the war memorials, the clock, play areas such as Oakbrook park, as well as supporting local community charities by way of grass cutting.

The money the council receive is from a few sources, mainly the precept collected via RCT on our council tax, allotment rental income and Community Infrastructure Levy, from developments within the community (with the exception of social housing)

The council meet on the third Thursday of every month, with the exception of August, during summer recess. Their AGM is held each May, where a chair is voted on by all councillors in attendance.

They are governed under the LG Act of 1972.

In addition, the council support many local groups, provide community events for young and old and ensure our community is pretty and vibrant amongst other things.

Give details of the contribution you believe you could make to the work of the Council, (including details of any particular relevant areas of interest or expertise that you may have).

As a community councillor, I would make a meaningful contribution by being a strong local voice and helping to share improvements that directly affect residents.

Championing local people, I would listen to residents' concerns, such as littering, lack of facilities and work with colleagues to address where possible and within the remit of the community council.

I would be an advocate for local initiatives, already being involved in a number of these aspects for a number of years, I have proven myself to be committed and considering the wellbeing across Llanharan and its wider community.

With a professional background in accounting and HR management as well as health and safety, I would bring a balanced view to the team.

Ensuring the community is heard, it is important our community are aware of what is going on, it is important the community council champion them and keep them informed whilst being honest to manage their expectations.

Playing a role in the long-term development of our community is paramount for any councillor and more so when the community is at the heart of my day to day life, shaping change and ensuring growth benefits the community is essential.

Describe the personal qualities that you would bring to the role of Councillor;

A hardworking professional with a strong work ethic, honest in all aspects with high standards of integrity taking full ownership of responsibilities.

Why do you want to be a community Councillor?

To create change in the community, I must be willing to **be** part of the change.

It's easy to sit and point out what's wrong, criticise the system, wishing things were to improve—but lasting transformation begins with individual action and working as a team.

The truth is, no change can succeed without the people who believe in it stepping up and embodying the values they hope to see realised.

Being part of the change means more than just supporting an idea; it means putting hard work in and making the right choices, interactions, and commitments.

Whether advocating for a person or a community,

Change doesn't always start on a grand scale—it often begins with one person choosing to do something differently.

It's in the conversations we have, the discussions and listening to views, and the courage I will show when it's easier to be silent.

When enough people take ownership of the change they want to see, their collective actions become unstoppable and that can only mean one thing, being part of a team to shape the future of our community.

As Mahatma Gandhi said, *"Be the change that you wish to see in the world."*

The Council currently has 7 Committees and 11 task-based working groups. (See the ✓attached summary, the Council's website and / or contact the Clerk for further details). Please indicate which of the committees and / or working groups you would join if places were available.

Name of Committee/Group	Tick here
Human Resources Committee	
Audit (Finance) Committee	✓
Open Spaces, Rights of Way and Allotments Committee (ORA)	
Community Infrastructure Levy (CIL) Committee.	
Community Engagement Committee	
Bryncae Community Centre Committee	
Trenos and Ewenni Crossings Project Committee.	
Trenos Crossing and Ewenny Bridge Working Group.	
Fireworks Working Group	✓
Bryncae Community Centre Working Group	
Walking Leaflets Working Group	
Oakbrook Skatepark refurb Working Group	
Pump Track Working Group	
Jubilee Marsh Multi-User Route Working Group	
Community Awards Ceremony Working Group.	
Hamlet/Ward Gateway Working Group	
Annual Survey working Group	
Senior Citizen's Christmas Lunches Working Group	✓

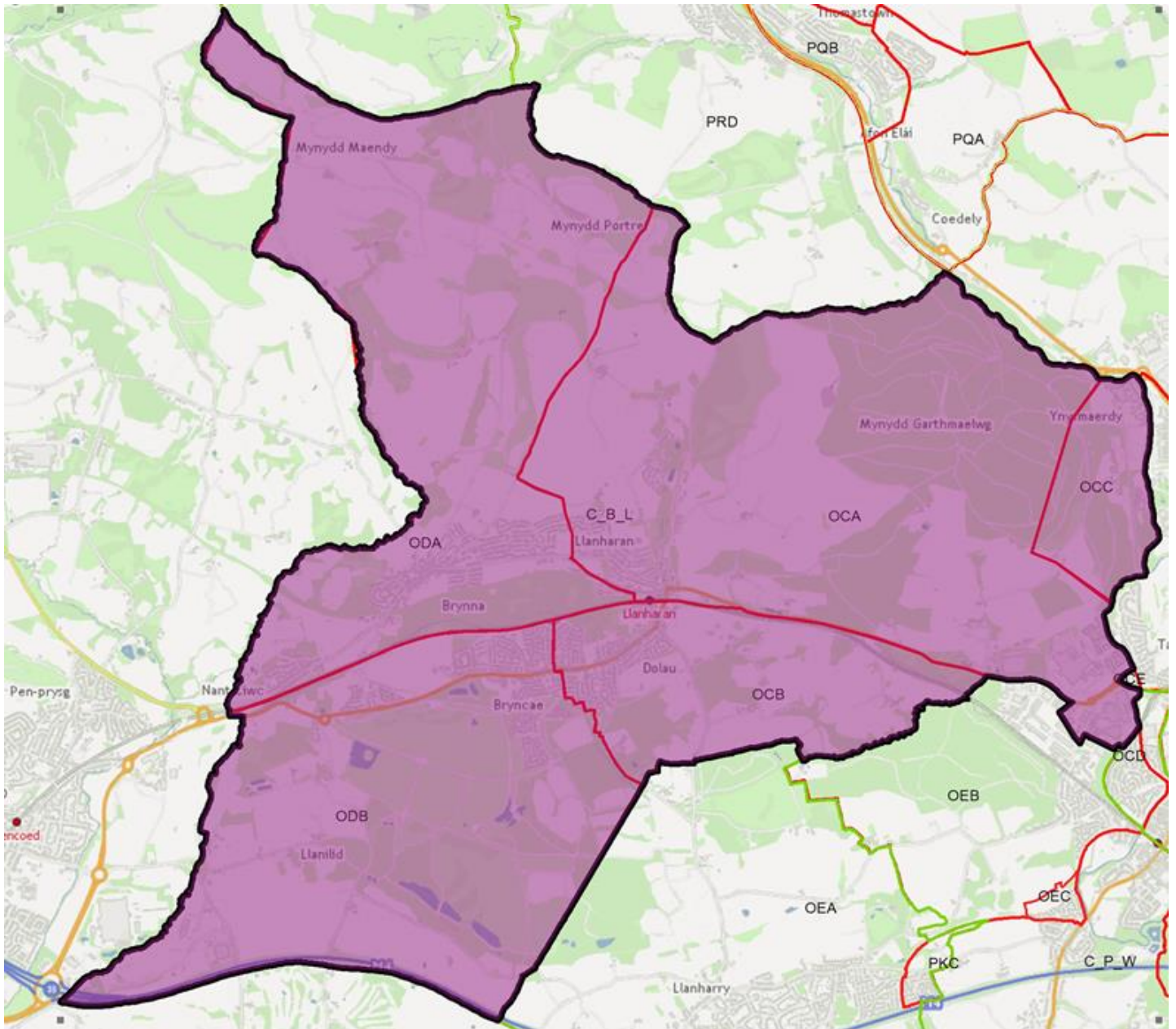
Print name: SARAH JANE LINEY Sign



Date 30th April 2025

Note: Applicants may also provide a CV to supplement their application but must ensure the questions are answered in the relevant sections above in the spaces provided (using a separate sheet if necessary).

Llanharan Community Council Boundaries





Llanharan Community Council - Action plan

Action no	Date added	Category	From	Action	Notes	Status
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.	
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).	Lease to be prepared.	
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.		
2022/039	18.2.22	Full Council	Audit	RESOLVED 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.	Find logbook Advertise in appropriate channels. On hold pending report on Red tractor and developments RE Cut and collect. Note this action held whilst the red tractor was repaired.	
2022/083	22.4.22	Full Council	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. Tender issued July 23. Awaiting formal S187 agreement. DCWW awaiting a copy of the formal title deed. Clerk has requested from Land Regsirty Mau 2024 Awaiting S185 Oct 24. Awaiting final S185 from DCWW. S185 agreement with RCTCBC solicitors. Awaiting RCTCBC signoff. Nov 24. S185 obtained. Redwood engaged. 1.5.25	
2022/098	20.5.22	Full Council	Full Council	To be alltered - 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.		
2022/108	22.5.22	Full Council	CIL	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.		

2022/233	16.12.2022	Full Council	ORA	<p>RESOLVED</p> <p>PSM32/1 near Gellifedi Road</p> <p>That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.</p>	<p>The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. JB has agreed to a meeting and will arrange. Received in March - 'the Council is unlikely to pursue legal action over a substantial long-standing obstruction (i.e. of considerable size, worth and requiring major engineering works to remove or to reinstate public passage), a diversion may be considered an acceptable solution in such extenuating circumstances. While we are open to discussions with the landowners, we currently have a small very small team compared to the size of the PRoW network and are prioritising are work/enforcement accordingly. I am happy to arrange a meeting but this unlikely to happy over the coming weeks due to current work load.' No progress. currently with RCTCBC.</p>	
2023/017	20.01.2023	Full Council	Full Council	<p>2023/017 Covid 19 Plaque.</p> <p>RESOLVED</p> <p>£250 to be vired from general reserves in principle for a Covid-19 plaque. Details to be determined at a future meeting.</p>	<p>Councillors to bring proposals to a future meeting.</p>	
2023/018	20.01.2023	Full Council	Full Council	<p>2023/018 Chair's chain of office and updating of Chairperson's board.</p> <p>RESOLVED</p> <p>The Clerk to obtain a quotation from Fattorini's of Birmingham for the refurbishment of the Chair's chain of office and the addition of all Chair's names to the chain or its links. The Council to suspend its standing orders in this matter with regards to the obtaining of 3 quotes given that this is a specialist matter.</p>	<p>the Clerk to send the Chain of office to Fattorinis after the Horticultural show in August to obtain a quote.</p>	
2023/041	17.02.2023	Full Council	ORA	<p>RESOLVED</p> <p>ORA2022/060 Urgent items for information or items for future agenda.</p> <p>Future agenda to include training on basic tree safety training for staff and interested members.</p>	<p>Add to future agenda.</p>	
2023/060	17.3.2023	Full Council	CIL	<p>RESOLVED</p> <p>CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is acceptable to the applicant or otherwise to grant the £2750 on the understanding that the presentation of invoices would be required as proof of purchase.</p>	<p>Added to lists. Awaiting progress. The Clerk has contacted the MOP involved and requested works be carried out Summer 2024. June 2024. Clerk has requested an update Oct 24. Residents intend to proceed with the project. Clerk requested update April 2025. Project underway May 25.</p>	
2023/125	1.6.23	Full Council	Full Council	<p>RESOLVED</p> <p>For the Clerk to obtain a Legal Development Certificate with regards to planning permission for the Bridge and its approaches and to confirm permissive development rights and their scope.</p>	<p>Emailed Jim Bailey 6.6.23 again, and planning services 13.7.23. Awaiting scoping design.</p>	
2023/142	16.6.23	Full Council	ORA	<p>RESOLVED</p> <p>ORA2023/039 Signage for allotment site gates</p> <p>That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.</p>	<p>To be decided upon and ordered with evidence showing best value.</p>	

2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2 For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.	Awaiting details of type and dimentions of required gate and consent from landowner. Cllr Steer engaging with landowner. June 2024. HOLD	
2023/142	16.6.23	Full Council	ORA	For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.	Clerk wrote to 3 x landowners 25.9.23. Awaiting responses. Response recieved from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD	
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/042 Cut and collect techniques The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land	Awaiting information on the potential for a grant to purchase equipment from Rachel Carter ref 2013/225. Note Emailed RC on 25.9.23 to seek help on what equipment req and what funding might be available.Cllr Steer carrying out further investigations.	
2023/186	21.7.23	Full Council	CIL	RESOLVED CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre. That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.	Informal negotiations held an results confirmed in writing. Awaiting legal deeds including title plan from LRGT. Chased June 2024 and subsequently.	
2023/233	22.9.23	Full Council	Full Council	2023/233 Quotations for the taking down of Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc... RESOLVED To award a 1-year contract to Centregreat on the terms and prices provided. To approve the spend accordingly with a 5% contingency, namely: £13,189 for 2023. RESOLVED The Clerk to carry out a tender process to provide the taking down Summer hanging baskets and erection and subsequent removal of Christmas Trees, Christmas motifs etc... for a 3 year period, years 2024 to 2026. RESOLVED To authorise the Proper Officers to spend up to £1,000 of CIL funds in order to retrofit lamp post timers as required to allow the placement of Christmas motifs.	Centregreat informed. Clerk to arrange formal tender. Retrofitting of timers arranged and invoice to be provided by RCTCBC. completed Tender process to be put in place.	Completed
2023/286	17.11.2023	Full Council	Full Council	2023/286 Venues and other arrangements for future Council meetings. RESOLVED For the Clerk to investigate the feasibility of holding hybrid meetings at other locations and to present a paper to a future meeting of the Council.		

2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/091 Adding individuals to long standing tenancy agreements, creating joint tenancies circumstances where this might be considered. To allow the principle of new joint tenancies under certain circumstances and the Clerk (alone or in conjunction with a working group) to draft a process and application form designed to allow the applicant to demonstrate that the applicant can meet a certain criteria (to be decided) and provide evidence of such. This would include an investigation by the Clerk to attempt to ascertain the validity of the application.	Clerk to draw up draft process map.	
2023/208	22.12.2023	Full Council	HR	2023/208 Terms of Reference HR Committee RESOLVED To adopt the terms of reference for the HR Committee	Publish and put on website.	Completed
	19.01.2024	Full Council	Full Council	No resolution - The Clerk to arrange for quotations for 2 large troughs and a large octagonal planter at a later date. Quotes to be presented to FC.	Obtain quotes and present to FC. Superseded	Completed
2024/015	19.01.2024	Full Council	Full Council	RESOLVED A2024/015 Discharge of recommendation R13 from the most recent internal audit. Following the recent notification from The Independent Remuneration Panel for Wales (IRPW) regarding taxation guidance for the payment of Council allowances, that each member in receipt of the £156 payment (or part payment) is issued with the relevant letter (to be signed by the member) to evidence a formal arrangement between the council and the councillor and provided that the councillor is not already claiming the allowance against another source of income then it be treated as exempt from PAYE. This being the case there is no need for payments to be made via the payroll system.	Letters to be drawn up - LS Letters to be sent, signed and returned and filed - LP	
2024/017	19.01.2024	Full Council	Full Council	2024/017 £500 to purchase software to facilitate the development of electronic application forms RESOLVED To authorise the officers to spend \$399 dollars per year (or the £ sterling equivalent) if following an investigation into its capabilities, the plugin is felt to serve the purposes for which it would be intended. For the Officer's in consultation with the Chair to proceed to develop draft forms and applications. The relevant committees to have final approval over the format and content of any application forms in the normal way prior to publishing.	DE to advise	
2024/018	19.01.2024	Full Council	Full Council	2024/018 £1,500 to make alterations to the Council office to improve security RESOLVED To authorise the officers of the Council to spend up to £1,500 to facilitate the fitting of a door latch and CCTV in the office. For a virement to be taken from general reserves and added to the office maintenance line	CCTV fitted May 25 Awaiting contractor to fit latch.	

2024/023	19.01.2024	Full Council	Full Council	2024/023 Spend of £500 to facilitate resolution of a HR matter To approve the officers of the Council to pay up to £500 for costs associated with a confidential HR issue. The invoice presented for Caer health plus any ancillary costs that may arise in relation to the matter.	Ongoing.	Completed
2024/046	16.02.2024	Full Council	Full Council	2024/046 Motion to instruct the Clerk to write to the relevant department of RCTCBC regarding flooding and drainage on the A473 near 'Llanharan Square'. RESOLVED The Clerk to write to the relevant department in RCTCBC to request what remedial work is required to the road drains on the A473 adjacent to the High Corner pub and to describe what, if any remedial work is planned over the next 12 months to rectify the situation".	Write letter and send. On hold ref RS	
2024/067	22.03.2024	Full Council	CIL	2024/067 RESOLVED CIL2024/013 Updated costs from Vale Consultancies regarding the Ewenny Bridge project. To allocate £2,540 rather than £1,850 of CIL funds to the project to facilitate the production of the more detailed scoping design by Vale Consultancies. To authorise the Officers to spend up to this amount with Vale consultancies. Note that previously the officers attempted to engage a number of consultancies to quote to carry out the work without successfully obtaining 3 written quotations, with this being the case to suspend financial regulation 11.3eii (where value... is less than £45,000 and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply) upon the recommendation of the Clerk with regards to this item.	List updated. Awaiting scoping design draft from Vale following formal permission to proceed from Council expected 18.4.24 ON HOLD pending public consultation. Note, this matter now having passed to the TEC Committee.	Noted
2024/067	22.03.2024	Full Council	CIL	2024/067 RESOLVED To allocate up to £1,500 of CIL funds for the obtaining of an engineering design for the path between the Network Rail railway crossing and the proposed Ewenny Bridge to the appropriate specification (being compliant with bridleway spec and in line with the Disability Act 2010 and best practice). To authorise the officers to spend up to this amount pending the receipt of a quote or quotes from appropriate suppliers. This authorisation valid only should the cheapest available quote be selected with the relevant information to be presented to a future meeting of the Committee and Council. This item included under this agenda item given the only currently available quote is from Vale Consultancies.	List updated . ON HOLD PENDING PUBLIC CONSULTATION. Note, this matter now having passed to the TEC committee.	Noted
2024/071	22.03.2024	Full Council	Full Council	2024/071 Potential leasing of land around Bryncae Community Centre. RESOLVED For the Clerk to obtain estimates of cost from a solicitor to draft a lease agreement and act on the Council's behalf in this matter. Costs to be presented to a future meeting of council.	On Hold - Awaiting deeds/title plan from LRGT June 24.	
2024/071	22.03.2024	Full Council	Full Council	2024/071 RESOLVED For the Clerk to obtain comprehensive deeds for the land, including a title plan from LRGT.	Requested. Awaiting info from LRGT. Nudged April 24. Nudged June 2024.	

2024/072	22.03.2024	Full Council	Full Council	2024/072 Review SLA and other formal agreements with external bodies RESOLVED For the officers of the Council to enter into informal negotiations regarding an agreement with a local organisation.	Produce briefing note and arrange meeting. Email summary sent June 2024, awaiting response.	Completed
2024/086	19.04.2024	Full Council	CEC	2024/086 Recommendations of Community Engagement Committee meeting 26th March 2024 RESOLVED (CEC2024/006 Future placement of summer hanging baskets from Summer 2025). From Summer 2025 to investigate adding the following to the Councils Summer plant schedule: 1 x Large planter at the green space adjacent to St Ilyd's Meadow. 2 x Large planters either side of the roundabout at Heol Y Parc (New Road). 1 x Large planter near the bus stop at Trens Gardens. 2 x Troughs on Llanilid village sign markers near Dragon Studio's. The Clerk to obtain prices and present to the Committee at a future date.	Large Planters (x4) = £2,464 Troughs (x2) = £up to £414 (depending on size) - Ordered (and flowers) Note: Possibly need 1 or 2 extra troughs to replace those missing. To be reported to CEC.	Completed
2024/088	19.04.2024	Full Council	CIL	RESOLVED To defer the motion listed below to a future meeting. To increase the allocated CIL funds allocated to the Project 'Ewenny Bridge' from £275,000 to £475,000. For this amount to comprise funds set aside to facilitate the building of the Ewenny Bridge, the construction of an appropriate path to the South to link up with the Network Rail crossing bridge and to also now to include the following: Funds to make improvements to relevant paths to the northern side of the Ewenny Bridge, into and through Brynna Woods to make them suitable for all users in line with the requirements of The Equality Act 2010; Funds to make improvements to relevant paths to the southern side of the Network rail crossing bridge to make them suitable for all users in line with the requirements of The Equality Act 2010; Subject to the permission of the relevant landowners and in partnership with other interested parties. Details to be decided at some later date.	Deferred. Note, this matter was delegated to the TEC Committee. Superseded	Completed
2024/088	19.04.2024	Full Council	CIL	RESOLVED To defer the motion listed below to a future meeting. Ref Decision making matrix item 1 – Assumed material from which the bridge is to be constructed to allow Vale to design a base-line design for public consultation and tendering. (NOTE: The decision made here is to decide which material to use for the base-line design. This does not mean that the final bridge design is being set prior to tendering). To specify a traditional steel/timber construction design now to allow Vale to design a base-line design but to make it clear that the Council do NOT stipulate any material in the tender pack. This option can be subject to change at a later date.	Deferred. Note, this matter was delegated to the TEC Committee. Superseded	Completed
2024/088	19.04.2024	Full Council	CIL	RESOLVED To defer the motion listed below to a future meeting. Decision making matrix item 3 - Consider decking spec on bridge. (Note: This information is required for the eventual tender document but not necessary for Vale to complete the base-line design for the scoping design) To defer this decision. To allow Vale to use an appropriate decking solution for the scoping design at this stage. This matter to be reconsidered prior to producing a tender document.	Deferred. Note, this matter was delegated to the TEC Committee. Superseded	Completed

2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED</p> <p>To defer the motion listed below to a future meeting</p> <p>Decision making matrix item 6 – Consider whether to carry out further ground testing to inform the design. To authorise £1000 of CIL funds from the project allocation to carry out further ground investigation drilling further from the bank where the original drilling took place. This work to be done to inform the tender document, not to delay production of the initial scoping design.</p> <p>Cllr Neil Feist subsequently requested that for all agenda items relating to financial matters that the votes of all members be recorded in the minutes.</p> <p>For this item of business, as the request to record votes of each councillor was made later in the meeting, the information available shows that Cllrs David Evans, Neil Feist, Rhys Jenkins, Mark Steer, Tracy Allen, Robert Smith, Janine Turner, Chirs Parker, Andrea James, Will Thomas and Joanne Miller voted to defer the motion. No members voted against.</p>	<p>Defered. Note, this matter was delegated to the TEC Committee.</p> <p>Superseded</p>	Completed
AM2024/007	17.05.2024	Full Council	Annual Meeting	<p>AM2024/007 Civic Allowances for the municipal year 2024/25</p> <p>RESOLVED</p> <p>To pay the members allowance of £156 a year to all members with immediate effect, except to those who formally write to the Clerk indicating that they do not wish to receive the allowance.</p> <p>RESOLVED</p> <p>To pay members £52 a year for the cost of office consumables required to carry out their role, payments to be made with immediate effect.</p> <p>RESOLVED</p> <p>For those Councillors who wish to make a claim for a mandatory contribution towards costs of care and personal assistance to contact the Clerk for further details.</p> <p>RESOLVED</p> <p>To pay a Chair's allowance of £1500 to the Chair of the Council</p> <p>RESOLVED</p> <p>To pay a Deputy Chair's allowance of £500 to the Deputy Chair of the Council</p> <p>RESOLVED</p> <p>For those Councillors who wish to make a claim for the optional Financial Loss Allowance to contact the Clerk for further details so that a claim can be made.</p>	<p>All payments made. Senior allowance and chair's allowance subject to tax.</p> <p>Must produce letters of agreement.</p>	
AM2024/017	17.05.2024	Full Council	Annual Meeting	<p>AM2024/017 Membership of The Society of Local Council Clerks (SLCC)</p> <p>RESOLVED</p> <p>To renew the Clerk and RFO Deputy Clerk's membership of the Society of Local Council Clerks (SLCC) up to a value of £260 each.</p>	<p>Arrange to pay membership fees for Clerk and RFO. (LS Paid, reclaim expenses).</p>	Completed
2024/135	21.06.2024	Full Council	ORA	<p>ii. RESOLVED</p> <p>ORA2024/023 Draft appeals procedure in the case of an eviction decision.</p> <p>To adopt the appeals procedure for allotment evictions as Council policy as presented to the ORA Committee (Appendix 6, 2nd April 2024).</p> <p>Detail of Appendix 6, 2nd April 2024. (Text not reproduced here).</p>	<p>Clerk to add to the draft of the 2025 tenancy agreement. Note: 2025 agreement the same as the previous year. This to be added to the next revision.</p>	

2024/135	21.06.2024	Full Council	ORA	<p>iii. RESOLVED ORA2024/037 Summer planting of seeding/bulbs on sections of 'New Road' (A473). Referred to ORA by the Community Engagement Committee. To proceed with planting of seeds/bulbs on sections of new road (A473) as per the drawings attached in the appendix provided (appendix 4). Allowing the grounds-person some practical leeway to make minor alterations depending on ground conditions and ensuring appropriate plants are planted. The Clerk to seek permission from the landowner. The Clerk to ensure the landowner/local authority consents not to mow the areas where planting takes place in future.</p>	<p>Obtain consent from RCTCBC and / /or landowner. Issue instruction to senior grounds person.</p> <p>RCT contacted 27.3.25 Landowner contacted Feb 25 - Awaiting consent. Nudged 9.5.25</p>	
2024/135	21.06.2024	Full Council	ORA	<p>vi. RESOLVED ORA2024/045 Action plan regarding the ongoing upkeep of an allotment plot on Jubilee Street site and to consider next steps - For the Clerk to continue to monitor progress on a monthly basis regarding cultivation and attendance on the plot.</p>	<p>Monitor monthly report progress to ORA. Checked early July 24 - Good progress. March 25 - Some limited progress following a period of inactivity</p>	
2024/139	21.06.2024	Full Council	Audit	<p>f) To note recommendation 6 of the audit report and for the officers to draw up a simple guide to illustrate which documents should be posted on which section of the website with a simple guide to doing so.</p>		
2024/139	21.06.2024	Full Council	Audit	<p>g) To accept recommendation 7 of the audit report and for the officers to present an appropriate suite of draft GDPR policies and documents to Council for adoption.</p>		
2024/139	21.06.2024	Full Council	Audit	<p>h) To accept recommendation 8 of the audit report and for the officers to present draft policies to Council for adoption, specifically: A Social Media Policy; A Biodiversity, Crime and Disorder Policy; A Business Continuity Plan; A Freedom of Information Publication Policy; A Lone and Isolated Worker Policy; A Petition Policy; A Privacy Notice.</p>		
2024/139	21.06.2024	Full Council	Audit	<p>i) To note recommendation 9 of the audit report. For the officers to request of the auditor whether the current practices of the Council as described in the Council's Financial Regulations are legal, and if not for the auditor to provide the legal or statutory reference to which the Council is non-compliant for further consideration.</p>	<p>The Clerk has written to the auditor 21.6.24</p>	
2024/139	21.06.2024	Full Council	Audit	<p>j) To note recommendation 10 of the audit report. For the officers to request of the auditor the legal or statutory reference to which the payments are non-compliant or the NALC legal topic note dealing with this matter. One Voice Wales having confirmed the legality of such direct payments both prior to the payments being made and again following receipt of the audit report. Furthermore the officers having only found reference to double taxation relating to the duplication of services and having found no overarching bar to making payments directly to a school for non-curriculum activities.</p>	<p>The Clerk has written to the auditor 21.6.24</p>	
2024/139	21.06.2024	Full Council	Audit	<p>m) To accept recommendation 13 of the audit report and for the officers to draft new contracts for all staff using the NALC nationally agreed model contract issued by One Voice Wales in April 2024. These drafts to be presented to a future meeting of the HR Committee in the first instance.</p>	<p>In progress. Draft presented to HR Committee Sept 24. Further work required. Clerk and new roles completed. RFO and Senior Groundsperson to be completed.</p>	
2024/139	21.06.2024	Full Council	Audit	<p>n) To accept recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 8) of the audit report and for the officers to make amendments to the asset register as described in the report.</p>		
2024/139	21.06.2024	Full Council	Audit	<p>o) To note recommendation 14 (The number is duplicated in the report. For the avoidance of doubt this minute refers to the second items referring to Internal control objective 9) of the audit report. For the officers to carry out an analysis of the practical and financial aspects of making changes to the account(s) for presentation to a future meeting of the Audit Committee.</p>		

2024/145	21.06.2024	Full Council	Full Council	2024/145 To elect a member to the Hamlet/Ward Gateway working group to replace a member who has resigned. RESOLVED Deferred to the September meeting of the Council	Add to Oct agenda. Condier in Annual meeting.	Completed
2024/152	21.06.2024	Full Council	Full Council	2024/152 Request for access over the Council's land to carry out works to an adjacent property by a local resident RESOLVED To grant the local resident and their agents access over the area of Council land at the Mountain Hare play area indicated on the plan provided in Appendix 21 in order to carry out improvement works to the rear of the property on the following conditions:	Clerk to inform landowner and carry and monitor actions detailed in the resolution. The Clerk has written to the landowner to request a meeting. 22/06/2024. work in progress. Sept 24	Completed
2024/163	19.06.2024	Full Council	Audit	iv. RESOLVED A2024/059 To defer consideration of the method of budgeting and administering the grant applications for The Wildlife Trust and LCDP to a future meeting of the Audit Committee.	To be added to next Audit agenda	
2024/166	19.06.2024	Full Council	Full Council	2024/166 Grant for remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course. RESOLVED To authorise the officers to apply to the "UK Government SPF RCT Community Asset Transfer Fund" for a grant of up to £14,999 to carry out remedial works to Bryncae Community Centre to ensure statutory compliance of the centre with a view to signing the lease in due course. A fund being available to those groups going through the CAT process.		Completed
2024/176	19.06.2024	Full Council	Full Council	2024/176 'supporting guardians' for community defibrillators. RESOLVED To permit the officers to arrange for 'supporting guardians' for the council's community defibrillators under the following terms: <ul style="list-style-type: none"> • That interested members of the public be named as supporting guardians to carry out monthly checks. • The Clerk to contact interested parties and advertise to seek responsible supporting guardians for defibrillators. • The Clerk to keep appropriate records and liaise with supporting guardians. • The Clerk to add, remove or manage supporting guardians as they see fit. • The Clerk to ensure all supporting guardians are trained in their duties and responsibilities and the practical aspects of carrying out a defib check. • The Clerk to seek to arrange free 'defib training' for members of the community. 	Advertise. Make training video. Add checklist	
2024/177	19.06.2024	Full Council	Full Council	2024/177 Letter to RCTCBC planning regarding Dragon International Studios planning applications RESOLVED To instruct the Clerk to write a letter to RCTCBC planning regarding Dragon International Studios planning applications 24/0511/10, 24/0513/10, 24/0524/10, 24/0525/10, 24/0526/10, 24/0527/10. The wording of the letter be altered from that presented in appendix 16 to remove factual inaccuracies and to reflect discussions held during the meeting.		

2024/181	19.06.2024	Full Council	Full Council	<p>2024/181 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT</p> <p>i. RESOLVED</p> <p>For the Clerk to seek formal negotiations with LRGT to be attended by the Clerk and the Chair.</p> <p>Terms for the negotiation set out as outlined below:</p> <p>Preferred option to be option 4 as set out in the confidential paper 'Appendix 19' presented to the meeting.</p> <p>Fallback position to be option 2 as set out in the confidential paper 'Appendix 19' presented to the meeting. If necessary authority for spend delegated to the proper officer in conjunction with the chair as per clause 4.1b of the financial regulations.</p> <p>In any case option 5 (as set out in the confidential paper 'Appendix 19' presented to the meeting) be communicated and actioned.</p>	<p>Write to LRGT seeking a meeting before 11th August 2024 in the first instance RE option 4.</p> <p>Prepare fallback option 2.</p> <p>Inform of option 5</p> <p>update 4th Sept 2024. Unable to arrange meeting with LRGT and so option 2 activated, risk assessment carried out and awaiting monitoring quotes. Quotes recieved. Unable to gain regular access to varify details of the report. Sept 24 LRGT open to a transfer of the block with a commitment to LCC funding a refurb of up to £50k. See Clerks notes for detailed info.</p>	
2024/194	1.08.2024	Full Council	Full Council	<p>2024/194 Conferring the 'Freedom of the Community' on Mr Gareth Evans.</p> <p>RESOLVED</p> <p>To confer the 'Freedom of the Community' on Mr Gareth Evans. A budget of up to £500 to be allocated to facilitate the honour delegated to the Clerk of the council. Arrangements for the conferring of the honour to be delegated to the Clerk of the Council in consultation with the Chair.</p>	<p>Clerk to make enquiries and liaise with chair to make formal presentation. As of 4th Sept 24 a document has been designed and protocol established via RCT. Certificate to be collected, details of ceremony to be decided.</p>	Completed
2024/213a)	20.09.2024	Full Council	ORA	<p>2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024</p> <p>a) RESOLVED</p> <p>ORA2024/054 Development of small 'Starter plots' on the councils allotment sites. To hold back 1 plot on each of the Council's allotment sites to be divided up and developed into smaller 'starter plots', with a view to letting in January 2025.</p>		
2024/213b)	20.09.2024	Full Council	ORA	<p>2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024</p> <p>b) RESOLVED</p> <p>ORA2024/056 Quotations for work on barriers and gates at Meadow Rise open space. To select Vendor 1, MT Tarmac to carry out the work at a cost of £700 pending the receipt of proof of public liability insurance. The council's financial regulations (11.3e)iii) being duly satisfied.</p>	<p>Inform contractor - Completed</p> <p>Awaiting installation. Sept 24. Chased Nov 24. Gates and steelwork installed Jan 25. Chasing completion of asphalt.</p>	Completed
2024/213c)	20.09.2024	Full Council	ORA	<p>2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024</p> <p>c) RESOLVED</p> <p>ORA2024/057 Risk assessments on Mountain Hare play area and Oakbrook skate Park and next steps.</p> <p>For the condition of and future options for the repair or development of the Oakbrook Skatepark to be referred to the 'Oakbrook Refurb working Group' as a matter of urgency. The group's existing terms of reference are:</p> <p>Reporting to the CIL Committee. To investigate the feasibility and arrangements of refurbishing the Oakbrook skatepark. And to request that the group make recommendations to the CIL Committee, the outcome to be considered by Council at a future meeting.</p>	<p>Inform Chair of working group. - Completed. Awaiting outcomes. Note working group reports to CIL.</p>	

2024/220a)	20.09.2024	Full Council	Full Council	<p>2024//220 Celebration event to commemorate the 80th anniversary of VE Day</p> <p>a) RESOLVED</p> <p>To hold a celebration event to commemorate the 80th anniversary of VE day. The date of the anniversary being Thursday 8th May 2025, an event to be held on the weekend following the anniversary at a suitable location with suitable decorations fitted throughout Llanharan and Brynna. The budget line 'Multi cultural carnival' totalling £6,250 to be allocated to the event and the Clerk authorised to make such payments as necessary working in consultation with a working group set up to make suitable arrangements for the event.</p>		Completed
2024/240	20.10.2024	Full Council	CIL	<p>2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024</p> <p>e) RESOLVED</p> <p>CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches.</p> <p>To purchase 2 x wheelchair accessible picnic tables from NBB Ltd at a cost of £560 each, with a 10% contingency, authorising the officers to spend a total of £1,232 from CIL funds</p>	Place order once permission from developer received. Update CIL lists. Awaiting permission.chased 2024 and early 2025. No response.This has now been removed from the project lists , no permission having been received from the developer.	Completed
2024/240	20.10.2024	Full Council	CIL	<p>2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024</p> <p>f) RESOLVED</p> <p>CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches.</p> <p>To purchase a standard bench from KBS Depot at a cost of £440 with a 10% contingency, authorising the officers ro spend a total of £484 from CIL funds.</p>	Place order once permission from developer received. Update CIL lists. Awaiting permission.chased 2024 and early 2025. No response. Resolution passed Feb 25 to remove from the project plan, no permission having been granted.	Completed
2024/241	20.10.2024	Full Council	CEC	<p>2024/241 Resolutions and Recommendations of the CEC Committee meeting held 10th October 2024</p> <p>NOTED</p> <p>The Committee RESOLVED To proceed with the public consultation for the Ewenny Bridge project using the documentation and methods provided in 'Appendix 4' presented to the meeting. For the consultation to begin as soon as practicable and to run for a period of 28 days.</p>	Posted. Issue results following deadline. Completed. Results to be presented to CEC.	Completed
2024/287	22.11.2024	Full Council	HR	<p>2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024</p> <p>a) RESOLVED</p> <p>HR2024/026 Headcount review. To employ a part time 'Assistant Clerk' in time for the financial year 2025/26. To advertise the role with a list of core potential duties and to word the advert as part time and 'between 16 and 24 hours' (to be negotiated) per week initially, with flexible working considered'.</p> <p>For the Council to recruit on the basis provided in the draft job in appendix 2a presented to the meeting.</p> <p>To advertise the role at SCP16 with the potential to achieve SCP 24 upon attainment of all aspects of the training and achievement plan, with the potential to attract a wide range of abilities and provide a larger pool of candidates from which to select. The HR Committee given delegated authority to select whether to employ a candidate on SCP16 initially or to move to SCP24 immediately (or some point in between) and what hours to employ on. All other aspects of the recruitment and appointment process to be delegated to the HR Committee up to and including the</p>	Decide upon final wording. Advertising method and process, with timeline. Plan process.	Completed

2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024. HR2024/026 Headcount review. To employ a part time 'groundsperson' in time for the financial year 2025/26. For the role to comprise 16 hours a week at SCP 5. All other aspects of the recruitment and appointment process to be delegated to the HR Committee up to and including the appointment itself. The appointment not to be made before 1st April 2025	Decide upon advert. Advertising method and process, with timeline. Plan process. Appointment made.	Completed
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 c) RESOLVED HR2024/027 Pay scales. To change the Clerk salary scale arrangements to fall in line with NALC best practice. For the Clerk's rate to ascend the incremental scale annually (within the applicable LC range) provided the annual performance appraisal explicitly states standard/satisfactory performance or above to activate an increase by 1 point on the scale. The scheme to begin ready for financial year 2025/26 with any scale increases subject to annual appraisal in December 2025 and taking effect from 1st April 2026.	Diarise process milestones. (Add to master planner).	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 d) RESOLVED HR2024/027 Pay scales. For the principle of pay scales to be widened to all roles within the Council. The HR Committee to explore the mechanisms and methods of producing such pay scales for all staff with checks and balances to ensure the process is fair and transparent. A further proposal to be put before Council at a later date. The scheme to begin ready for financial year 2025/26 with any scale increases subject to annual appraisal in December 2025 and taking effect from 1st April 2026	Devise alternative payscale scheme. Diarise process milestones. (Add to master planner).	
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 e) RESOLVED To adopt the NALC model contract for the Clerk as set out in appendix 4b presented to this committee. With the text in Red written to reflect the resolutions made in line with HR2024/027 a), above.	Adopted. Print final version - Sign and file as pdf.	Completed
2024/287	22.11.2024	Full Council	HR	2024/287 Resolutions and recommendations of the HR Committee held on 18th November 2024 f) RESOLVED To transfer all staff contracts to the NALC model contract. The Clerk to present individual draft contracts to the HR Committee for prior approval at a future date, with the resolutions of Council made in line with HR2024/027 b), above, taken into account. Where approved the contracts shall be issued or subject to whatever statutory consultation process as is necessary.	Transfer all contract details to new forms and present to HR	
2024/288	22.11.2024	Full Council	Full Council	2024/288 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.a) RESOLVED To agree in principle to the legal transfer of the Shower block building (adjacent to Llanharan Miners Welfare Hall) and its fixtures and fittings (in line with the terms set out in Appendix 19 presented to the meeting) to Llanharan Recreation Ground Trust (LRGT) subject to an approved scheme of improvement works to a maximum value of £50,000 and subject to any further conditions as may be negotiated.	Noted.	Completed

2024/288	22.11.2024	Full Council	Full Council	2024/288 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.b) RESOLVED To instruct the Clerk to commission a building condition report of the shower block to be undertaken by a suitably qualified surveyor. The Clerk being conferred delegated authority to select the cheaper of 3 quotes obtained in line with the Council's financial regulations up to a maximum value to £2,000	Obtain quotes and comission report (Cheapest quote). Onlt 2 quotes received. Back to Council March 2025	
2024/300	20.12.2024	Full Council	CIL	a) RESOLVED CIL2024/047 To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Emailed RCT awaiting reply, list updated.	
2024/300	20.12.2024	Full Council	CIL	b) RESOLVED CIL2024/048 To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	c) RESOLVED CIL2024/049 To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists.	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	d) RESOLVED CIL2024/050 To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	e) RESOLVED CIL2024/051 To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	f) RESOLVED CIL2024/052 To allocate £600 of CIL funds for costs to replace the distribution board at the cemetery shed and carry out a electrical safety inspection subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Approval received RCT 17.3.25	Completed
2024/300	20.12.2024	Full Council	CIL	g) RESOLVED CIL2024/053 To allocate £480 of CIL funds for costs to replace the electrical board and Christmas tree wall fittings at the War Memorial, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Approval received RCT 17.3.25	Completed
2024/301	20.12.2024	Full Council	ORA	a) RESOLVED ORA2024/084 Expansion of the Pendre Allotment site. For the Clerk to advertise for expressions of interest for plots at the site to gauge demand with a view to having extra plots available in January 2026.	Pending. Current demand low. Engagement exercise to be planned for later in the year given current resources and time constraints.	

2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) b) RESOLVED For the Clerk to arrange the appropriate ROSPA training for 2 employees and 1 member during 2025 in order to ensure those carrying out the weekly inspections are 'trained and competent', for the officers to be authorised to spend up to £500 on this training. It is proposed to provide this training during Summer 2025.		
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) c) RESOLVED ORA2025/010 To proceed with placing a bus shelter at the High Corner bus stop and to authorise the officers to spend up to £5,000 to facilitate the project and any consultation with interested parties via RCTCBC. The money to be taken from CIL funds if resolved by council following a recommendation of the CIL Committee, otherwise a virement to be made from general reserves.	Instructed RCT to proceed. March 25	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) f) RESOLVED ORA2025/012. To install signage on the new barriers at the Western End of the Meadow Rise Open Space stating, "Beware of traffic on road." For the Clerk to take advice on placement from RCTCBC highways.		
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) g) RESOLVED ORA2025/013 To carry out some in-house maintenance work on the path at the western end of Tan Y Bryn Bridleway.		
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) h) RESOLVED ORA2025/014 Removal of Collapsed Fence on the Northern Boundary of Tan Y Bryn Bridleway. To approach the owners of the fence the northern boundary of Tan Y Bryn Bridleway for consent for Council staff to remove the damaged section of fencing.		
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) i) RESOLVED ORA2025/016 Removal of Barriers between Meadow Rise and PSM53/2 To attempt to identify the landowner and to approach them and other interested parties for consent to remove the anti-motorcycle barriers on the permissive path between Meadow Rise and PSM53/2. If consent obtained or it is not possible to identify the landowner following reasonable attempts to do so, to remove the barriers.		
2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) a) RESOLVED CEC2025/007 To approve the quotation provided by Amberol for 4 new planters for the expansion of the summer display. To authorise the officers to spend up to the value of the quote plus a 10% contingency totalling £2,710. The funds to be taken from CIL should the Council accept the associated recommendation of the CIL Committee, otherwise a virement to be made from general reserves.	Ordered 4.3.25	Completed
2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) b) RESOLVED To suspend Financial Regulation 11.3e)ii regarding the purchase of the planters. The reason being that the Council has previously expressed a wish to ensure all planters are of the same style. Amberol being the only company found that provide this particular style of planter.		Noted

2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) c) RESOLVED To approve the quotation provided by Boverton Nurseries for the 2025 summer plants. To authorise the officers to spend up to the value of the quotation plus a 10% contingency totalling £9,625	Ordered 4.3.25	Completed
2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) d) RESOLVED To suspend Financial Regulation 11.3e)ii regarding the purchase of the summer plants. The reason being that the plants must be ordered by the end of the month and the officers have not had the opportunity to obtain further meaningful like for like quotations for comparison. Also note that the like for like increase from 2024 is 2.6%		Noted
2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) e) RESOLVED CEC2025/008 Future Tender Process for Christmas Lights and 2025 festive display. To carry out a pre tender exercise for the erection and removal of the festive display and to proactively approach and advertise to contractors locally, advertising for a 3 or 5 year contract (TBD) and to make it clear the requirements (including costs and training locations and arrangements) of obtaining the required qualifications. To launch the formal tender process early on the basis that firms without the qualifications currently can quote for the work in the knowledge that they will have time to obtain the qualification in plenty of time to start work. The approach being based on the principle that should a contractor win the tender, they have a guaranteed income stream for 3 or 5 years and so it is economically viable to complete the training.	Contacted RCT for specific requirements for contractors. 5.3.25 Pre tender notices issued. Plan a date for submission of full tender.	Completed
2025/041	21.02.2025	Full Council	CEC	2025/041 Community Engagement Committee Recommendations (11th February 2025) f) RESOLVED To recognise that currently the assumption is that the Council should undertake a competitive tender for the hire of Christmas lights and motifs following a report from Audit Wales in 2024. For the Clerk to engage with Audit Wales to seek advice regarding an exemption from a tender process under certain circumstances given the bespoke nature of the different styles of Christmas lights available from different vendors or to receive advice on any mandatory process.	Design a process following advice received from OVW. Working group formed to choose styles.	Completed
2025/042	21.02.2025	Full Council	TEC	2025/042 Trens and Ewenni Crossings Project Committee (18th February 2025) a) RESOLVED TEC2025/008b). With regards to Resolution TEC2025/008 a), to recommend to full council that Financial Regulation 11.3e) iii 1b be suspended to allow the Clerk to proceed on the basis of one quote. The work being specialist in nature and Vale known to have the required expertise.		Noted

2025/042	21.02.2025	Full Council	TEC	<p>2025/042 Trenos and Ewenni Crossings Project Committee (18th February 2025)</p> <p>b) RESOLVED</p> <p>TEC2025/010 To expand the scope of the project LCC23/01 ' Bridge over the River Ewenny' to include the following: to make improvements to relevant paths to the northern side of the Ewenny Bridge, into and through Brynna Woods to make them suitable for all users in line with the requirements of The Equality Act 2010 and to make improvements to relevant paths to the southern side of the Network rail crossing bridge to make them suitable for all users in line with the requirements of The Equality Act 2010; Subject to the permission of the relevant landowners and in partnership with other interested parties. Details to be decided at some later date. And for the project to be conditional on the Trenos Bridge being 'Multiuser and specifically suitable for wheelchair users'.</p> <p>Thus giving the project the following scope:</p> <p>To facilitate the building of the Ewenny Bridge, the construction of an appropriate path to the South to link up with the Network Rail crossing bridge and to make improvements to relevant paths to the northern side of the Ewenny Bridge, into and through Brynna Woods and to relevant paths to the southern side of the Network Rail Trenos railway crossing bridge to make them suitable for all users in line with the requirements of The Equality Act 2010. And for the project to be conditional on the Trenos Bridge being 'Multiuser and specifically suitable for wheelchair users'.</p>	Noted. Include in info sent to CN, Vale	Noted
2025/043	21.02.2025	Full Council	Full Council	<p>2025/043 SLA Proposal for Bryncae Community Centre</p> <p>a) RESOLVED</p> <p>To approve and accept the Service Level Agreement (SLA) proposal from RCTCBC for statutory compliance monitoring at Bryncae Community Centre.</p>	RCT informed . Awaiting signing.	
2025/043	21.02.2025	Full Council	Full Council	<p>2025/043 SLA Proposal for Bryncae Community Centre</p> <p>b) RESOLVED</p> <p>To suspend financial regulations 11.3a) and 11.3e) ii, the reason being that the prices quoted in the SLA compare favourably with market costs (as demonstrated when arranging similar statutory inspections/services for the Welfare ground shower block) and so adoption of the SLA would demonstrate good value for money and ensure ongoing compliance immediately.</p>		Noted
2025/043	21.02.2025	Full Council	Full Council	<p>2025/043 SLA Proposal for Bryncae Community Centre</p> <p>c) RESOLVED</p> <p>To make a virement of £192.87 from general reserves to the budget line 'BCC statutory compliance fees' for the 2025/26 budget</p>		Noted
2025/045	21.02.2025	Full Council	Full Council	<p>2025/045 Membership of Bryncae Community Centre Committee</p> <p>RESOLVED To amend resolution 2024/303a) to not invite members of the public to join the committee should they be employees of any groups which regularly hire the Community Centre and to remove any such members of the public from the committee should they subsequently become employees or hold a position of authority of such a group, on the grounds that those individuals cannot then be excluded from meetings and would potentially be privy to confidential information which may affect their employer.</p> <p>Furthermore, despite not having voting rights they would be able to take part in debates on such matters and may influence decisions. The Clerk having provided a report stating that this variation was in order and complied with Standing Orders.</p>		Noted
2025/049	21.02.2025	Full Council	Full Council	<p>2025/049 One Voice Wales, Area Committee Survey Response</p> <p>RESOLVED To submit a response to the survey on behalf of the council as presented in appendix 18.</p>	input into OVW link	Completed

2025/050	21.02.2025	Full Council	Full Council	2025/050 One Voice Wales AGM Representation RESOLVED To nominate Cllr Robert Smith to attend the One Voice Wales Annual General Meeting on behalf of the council to be held online on 11th March 2025. No substitute was monitored. For the Clerk to inform One Voice Wales of the nomination.	Inform OVW	Completed
2025/051	21.02.2025	Full Council	Full Council	2025/051 Subscription to an AI Provider for Office Processes RESOLVED To form a working group known as 'The digital working Group', terms of reference to be 'to examine how the council can make best use of technology', its membership to comprise Cllrs Rhys Jenkins, David Evans, Will Thomas and Chris Parker. The Chair to be Cllr Rhys Jenkins.	Update master Committee/WG list. - Done Setup group email - Done	Completed
2025/061	21.03.2025	Full Council	Audit	2025/061 General Grant Application – Wildlife Trust of South and West Wales RESOLVED To defer consideration of the application to a future meeting of the council, the application as presented not meeting the Council's grants policy.	Engage with WTSWW to resubmit application. - Emailed 21.3.25 Grant application resubmitted April 2024.	Completed
2025/064	21.03.2025	Full Council	Full Council	2025/064 Council Expenditure for February 2025 RESOLVED To approve expenditure for February 2025 as shown in payment schedule 'Appendix 7' presented to the meeting.		Noted
2025/069	21.03.2025	Full Council	BCC	2025/069 Bryncae Community Centre Committee Resolutions and Recommendations Resolutions made under delegated authority noted. a) RESOLVED BCC2025/009 Reporting lines and Terms of Reference of the Bryncae Community Centre Working Group. For the Bryncae Community Centre Working Group to report to the Bryncae Community Centre Committee rather than full council. Its terms of reference to be amended to "to carry out any activities or work requested of it by the committee complying with the overarching terms of reference applied to working groups in the council's Standing orders and elsewhere". For the committee to have delegated authority to alter its terms of reference and membership in future.	Change on master list and office noticeboard.	Completed
2025/069	21.03.2025	Full Council	BCC	b) RESOLVED That Cllr Andrea James be added to the membership of the Bryncae Community Centre Working Group.	Change on master list and update sharepoint/email group	Completed
2025/069	21.03.2025	Full Council	BCC	c) RESOLVED BCC2025/010 Quotations for an energy survey of the community centre to be undertaken. That the quotation provided by Hugh Caswell for £795 be accepted to undertake an energy efficiency audit for Bryncae Community Centre. The quote being the cheaper of the 2 received and comprehensive in scope. The information having been provided in 'Appendix 8', presented to the Committee.	Email Hugh and arrange survey prep and survey date. Emailed 21.3.25. Survey date 17th April 2025.	Completed
2025/070b	21.03.2025	Full Council	Full Council	2025/070b Replacing a member on the ORA Committee to fill a vacancy RESOLVED Chris Parker was elected to the ORA Committee.	Alter sharepoint, master list and website.	Completed
2025/072	21.03.2025	Full Council	Full Council	2025/072 Digital Working Group a) RESOLVED To approve a monthly subscription to the appropriate Microsoft Co-pilot plan for up to £25 per month. The use of which is to be reviewed after 1 month.		Completed

2025/072	21.03.2025	Full Council	Full Council	2025/072 Digital Working Group b)RESOLVED To adopt the policy presented in 'Appendix 16' as the Council's formal policy for the use of artificial intelligence (AI).	Add to sharepoint and website. Staff to sign for Sharepoint and website - done	
2025/075	21.03.2025	Full Council	Full Council	2025/075 Building Condition Survey Quotations – Welfare Ground Shower Block RESOLVED To proceed with the quotation provided by Surveying Cymru for a cost of £995, to authorise the officers to spend up to £1095, comprising the cost of the quotation plus a 10% contingency. This quotation being the cheaper of those received.	Accept quote - Arrange survey date. (done 22nd April 2025) Inform LRGT of progress and inspection date and request all doors unlocked.	Completed
2025/084	18.04.2025	Full Council	Audit	2025/84 General Grant Application – Wildlife Trust of South and West Wales RESOLVED To grant The Wildlife Trust of South and West Wales the sum of £10,000 in relation to Brynna Woods for the provision of guided walks, tools training and equipment, surveying and monitoring, infrastructure installation and maintenance and a new interpretation board.	Inform applicant, obtain invoice and pay.	Completed
2025/085	18.04.2025	Full Council	Full Council	2025/87 Council Expenditure for March 2025 RESOLVED To approve expenditure for March 2025 as shown in payment schedule 'Appendix 7' presented to the meeting.		Noted
2025/091 a) b) c)	18.04.2025	Full Council	CEC	CEC2025/020 Issuing a 3 year contract for the erection of the Council's summer baskets beginning in Summer 2025. a)RESOLVED To seek quotations for a 3 year contract using the specification provided in Appendix 3 at this meeting to the CEC Committee, with no formal tender process being required. b)RESOLVED That the CEC Committee be delegated authority to select a vendor at a subsequent meeting. c)RESOLVED That given the timescales, financial regulation 11e)ii)1 be suspended in the event of less than 3 quotations being received on the grounds that the Clerk has attempted to obtain 3 quotes but less than that number have been received. Predicated on the assumption that the Clerk will archive evidence of such for the purposes of any future audit.	Arrange to collect quotes and present results to CEC for resolution, Closing date for quotes - 5pm Monday 12th May	
2025/091 d)	18.04.2025	Full Council	CEC	d)RESOLVED CEC2025/021 Issuing a tender for a 3 year contract for the erection of the council's festive display 2025-2027. To issue a formal open tender for the erection of the council's festive display 2025-2027 under the terms of the Procurement Act 2024 on the terms presented in Appendix 4 to this meeting to the CEC Committee (subject to any alterations required under the discretion of the Clerk). For the Clerk to also approach companies who have already registered an interest as part of the pre-tender exercise, who have carried out works for the council previously and any other appropriate companies. For the tender to run for a period of 6 weeks from issue.	Organise tender ASAP	

2025/091 e)	18.04.2025	Full Council	CEC	<p>e)RESOLVED</p> <p>CEC2025/022 Process to select the preferred Christmas lights and motifs to be included in a 3 year hire agreement for 2025-2027 prior to any tender being issued. The current hire contract having now come to an end.</p> <p>To form a working group known as the Festive Display Working Group, terms of reference, "to consider the specification and other arrangements for the Christmas lights and festive display for 2025 and beyond". Membership to comprise Cllrs Chris Parker (As Chair), Neil Feist, Janine Turner and Rhys A Jenkins.</p>	<p>Inform CP- done 25.4.25</p> <p>Update committee and WG master list - Done</p> <p>Prompt Working group to meet.</p>	
2025/093a)	18.04.2025	Full Council	CIL	<p>a)RESOLVED</p> <p>CIL2025/028 CIL application, Brynna Community Centre for improvements to the dugouts on the top football pitch at Brynna fields.</p> <p>To approve the application from Brynna Community Centre for £1,500 for the improvement of dugouts and to allocate CIL funds accordingly. Project to be added to the CIL123 and Active Project lists. Monies to be paid out upon the receipt of invoices and/or other paperwork that can be reconciled to the bank account showing proof of payments made to the satisfaction of the Clerk.</p>	<p>Check bank statements/evidence and pay if proof is evident. - Proof checked and valid. 25.4.25</p> <p>Inform applicant - Done 25.4.25</p> <p>Amend CIL Lists</p>	Completed
2025/093b)	18.04.2025	Full Council	CIL	<p>b)RESOLVED</p> <p>CIL2025/029 CIL application, Brynna Community Centre for drainage improvement works to the bottom football pitch at Brynna fields.</p> <p>To approve the application from Brynna Community Centre for £26,187.97 for the carrying out of works to improve the drainage on the bottom football pitch on Brynna recreation ground and to allocate CIL funds accordingly. Project to be added to the CIL123 and Active Project lists.</p>	<p>Inform applicant. - done</p> <p>Amend CIL lists</p>	
2025/093c)	18.04.2025	Full Council	CIL	<p>c)RESOLVED</p> <p>CIL2025/030 Incorporation of project LCC24/09 into LCC25/01</p> <p>To incorporate project LCC24/09 into LCC25/01, updating the description and value of LCC25/01 accordingly to reflect monies spent.</p>	Amend CIL lists	
2025/94a)	18.04.2025	Full Council	Audit	<p>a)RESOLVED</p> <p>A2025/016 Bank reconciliations and list of payments for Quarter 4 2024/25</p> <p>To approve bank reconciliations and list of payments for Quarter 4 2024/25 as listed in 'Appendix 2' presented to the meeting.</p>		Noted
2025/94b)	18.04.2025	Full Council	Audit	<p>b)RESOLVED</p> <p>A2025/020 Account transfers for FY 2024/25</p> <p>To approve transfers between accounts for financial year 2024/25 as listed in 'Appendix 5' presented to the meeting.</p>		Noted
2025/94c)	18.04.2025	Full Council	Audit	<p>c)RESOLVED</p> <p>A2025/021 Virements from general reserves FY 2024/25</p> <p>To approve virements from general reserves for FY 2024/25 as listed in 'Appendix 6' presented to the meeting.</p>		Noted
2025/94d)	18.04.2025	Full Council	Audit	<p>d)RESOLVED</p> <p>A025/022 Journals for FY 2024/25</p> <p>To approve journals actioned within accounting software for FY 2024/25.as listed in 'Appendix 7' presented to the meeting.</p>		Noted
2025/94e)	18.04.2025	Full Council	Audit	<p>e)RESOLVED</p> <p>A025/024 Internal Interim Audit FY 2024/25. To note the following recommendations (note that i), ii) and iii) follow on from the full end of year audit for 2023/24)</p> <p>i) To propose and approve social media & GDPR policies.</p> <p>ii) To add 'wet' signature to all payment schedule and payment documents.</p> <p>iii) To update Fixed Asset register.</p> <p>iv) To confirm the total value of precept for FY 2025/26 as £300,409.26 and for this to be noted in future minutes when deciding the precept.</p>		Noted

2025/94f)	18.04.2025	Full Council	Audit	f) NOTED A025/025 Audit Wales Certified Annual Return for FY 2023/24 To note the unqualified audit opinion received for FY2023/24 as per Auditor General report.		Noted
2025/94g)	18.04.2025	Full Council	Audit	g) RESOLVED i) To seek further clarification from the auditor regarding the Clerk's salary as no material difference observed following subsequent checks. ii) To note and confirm the total precept value raised for financial year 2025/26 as £300,409.26 based on a Community Council tax band D rate of £83.92 and a tax base rate of £3579.71		
2025/94h)	18.04.2025	Full Council	Audit	h) NOTED A025/026 Triennial full audit return FY 2023/24 The Clerk requested that the minutes record their recognition of the exceptional effort and volume of work from the RFO with regards to the submission of the 2023/24 triennial full audit return resulting in an unqualified audit.		Noted
2025/94i)	18.04.2025	Full Council	Audit	i) RESOLVED A025/027 Addition of £6250 to the Multi-Cultural Carnival budget line to provide a Community Summer Event To approve a virement from general reserves for an additional £6250 to be added to the Multi-Cultural Carnival budget line to provide a Community Summer Event.		Noted
2025/95a)	18.04.2025	Full Council	HR	a) NOTED HR2025/005 Appointment of Assistant Clerk To appoint Rebecca Jenkins as Assistant Clerk on the following terms: Employment to commence 1st May 2025. Hours of work: 24 hours per week. (To be arranged with the Clerk). Pay: SCP 16 rising to SCP 24 upon satisfactory completion and signoff of the documented training and achievement plan. All other terms of contract as per NALC standard contract.	Done	Noted
2025/95b)	18.04.2025	Full Council	HR	b) RESOLVED HR2025/006 One Voice Wales 5 yearly-assessment of the Council in line with the NALC LC scale. To engage One Voice Wales to carry out an independent, non-binding grading assessment of the Council and the Clerk for a cost of £220.	Inform OVW and request assessment - Done 25.4.25 Assessment taking place 15th May 2025.	
2025/96	18.04.2025	Full Council	Full Council	2025/96 Fireworks Display Quotations RESOLVED To appoint Pendragon Fireworks as the display provider for the 2025 Fireworks display and to authorise the Officers to pay a deposit of £500 now to secure them for 5th November 2025 for a total cost of £4750 for a display.	Inform Pendragon and request invoice for deposit - done 25.4.25 Prompt Fireworks WG to make other arrangements. Licence MUST be obtained by a specified date for the event to proceed.	
2025/99	18.04.2025	Full Council	CIL	2025/99 Section 185 Sewer Diversion Work RESOLVED To accept an increase in costs from Redwood Environmental Services Ltd for the Section 185 Sewer diversion work relating to Project LCC19/07 Garage/Memorial Garden from £22,169.75 to £29,136.73 and to increase the CIL allocation for the project from £140,695 to £147,662 to take account of these increased costs. The increased cost still being cheaper than the next cheapest tender received in July 2023.	Inform Redwood - Done 25.4.25 Amend CIL list - Done 25.4.25 Clarify next steps and timeline. Then inform Action builders.	



To whom it may concern,

Llanharan Community Council has reserved funds within its annual budget to award grants to community groups and organisations which can demonstrate a clear need for financial support to benefit local residents.

A copy of the application form along with the council's grant policy and guidance notes is attached.

If you would like to apply for a general grant, the application form must ordinarily be completed and returned by 30th June for consideration in July and by 16th December for consideration in January. Emergency applications may be submitted under certain circumstances if appropriate provided an urgent need can be demonstrated. See 3.2

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

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

Incomplete applications or applications received after the deadline will not ordinarily be submitted for consideration.

**Clerk to the Council
Llanharan Community Council**

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

LLANHARAN COMMUNITY COUNCIL

General Grant Policy and Application Guidance Notes

Please read the policy and guidance notes before completing the form:

1. Llanharan Community Council awards grants, at its discretion, to community groups and organisations which can demonstrate a clear need for financial support to benefit residents of the Llanharan Community Council Wards by;
 - providing a service
 - enhancing a quality of life
 - improving the environment
 - promoting Llanharan Community Council area in a positive way.

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

2. Eligibility

Grants can be made;

- 2.1. To groups delivering activities or services to residents of the local community who are established for charitable, benevolent, social, cultural, recreational or philanthropic purposes and are non-profit making ¹and in addition do not make profit to pay or otherwise benefit directors, members or shareholders;

In addition such groups must;

¹ Groups where all earned income is recycled for the benefit of the community are not considered profit making.

- 2.2. Have and be able to provide a constitution, or set of rules, which define its aims, objectives and operational procedures;
- 2.3. have a bank account (or accounts) held in the name of the group.

Grants will not be made;

- 2.4. to individuals
- 2.5. to groups situated or operating solely outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided
- 2.6. to organisations who's beneficiaries or members reside outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided.
- 2.7. to organisations that are socially exclusive, e.g., where there are unreasonable restrictions on membership inconsistent with equal opportunities
- 2.8. to organisations established for party political purposes or promoting religious purposes
- 2.9. to any commercial venture or private business
- 2.10. for any private gain
- 2.11. for purposes for which there is a statutory duty upon other local or central government departments to fund or provide
- 2.12. to organisations who have received a general grant in the same financial year

2.13. to fund the purchase of alcohol, tobacco, loans or interest payments or VAT that an applicant can recover.

3. Grants will be considered under the following criteria:

3.1. Applications must be received by 30th June for consideration in July and by 16th December for consideration in January.

3.2. Emergency applications outside of these windows may be considered under certain circumstances provided the application is requested to be added to an agenda by submission of a written motion from Councillors. Such applications must explain why the need is urgent.

3.3. Such emergency applications as described in 3.2 may be heard by Full council subject to the consent of the Chair of the Audit Committee. The same conditions as outlined in 3.2 would apply.

3.4. All applications will be considered on their merits and subject to providing the supporting documentation as requested on the application form. Incomplete applications will be returned and will not be submitted for consideration by the Council.

3.5. The applicant is responsible for ensuring the application complies with the council's general grant policy, that the application is completed in full and correctly include all required supporting documentation.

3.6. Any applications not complying with the council's policy will be submitted for consideration provided the applicant provides a narrative as to why an exception to the policy should be considered. If granted the council will minute the reasons for deviating from its policy.

3.7. Any applications not completely and correctly completed by the appropriate deadline will not be submitted for consideration.

3.8. All eligible applications will be considered at an appropriate meeting following the closing date for correctly completed applications.

- 3.9. Decisions will be made by Llanharan Community Council with its decision being final.
- 3.10. Each application will be assessed on its own merits. However, to ensure as fair a distribution as possible of available funds, the council will take into account the amount and frequency of any previous awards and the extent to which the applicant has sought or secured funds from other sources or their own fund-raising activities.
- 3.11. The council may make the award of any grant subject to such additional conditions and requirements as it considers appropriate.

4. Further policy notes

- 4.1. Grant applications and supporting documents can only be accepted from the applicant. An application cannot be made by or presented by a third party on a group's behalf.
- 4.2. The maximum grant available is £2,000 per application.
- 4.3. Any payments would be made via BACS to the applicant's bank account listed in the application.
- 4.4. All grants must be drawn down within 12 months of the grant being awarded. Should grants be made on a conditional basis and the conditions not be met then the grant award will lapse after 12 months.
- 4.5. All grants are awarded on a one-off basis – if required for subsequent years a new application must be submitted each year.
- 4.6. A grant may not be given or transferred to any other group.
- 4.7. A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated within 1 year of the grant being made, then all unused monies must be returned to the council.
- 4.8. Retrospective applications will only be considered where the applicant can demonstrate that there was an urgent need for immediate spend for a purpose which would have otherwise complied with the Council's general grant policy.
- 4.9. for large grants, (over £500) groups may be subject to a visit by the Clerk and/or Councillors to see how the grant has been administered or further evidence requested to demonstrate how

the money has been spent.

- 4.10. for all grants the council may opt to award a grant as a lump sum or to pay on the receipt of invoices
- 4.11. Where a grant is to part fund a project or activity, the council will only release funds once the remaining required funds have been secured or evidence is presented to demonstrate that alternative funders have committed in writing to providing the required funds. Any funds must be drawn down and used within 12 months as per 4.4 and 4.7
- 4.12. A project or activity may not be phased to obfuscate the total cost of a project.
- 4.13. The council will require details of how the money has been spent within 1 year of the award being made (Appendix One). No subsequent grant will be made until Appendix One has been correctly completed and evidence provided in relation to any previous grant. (Grant recipients must provide receipts/invoices to evidence grant spend).
- 4.14. In any case the applicant must provide details of how the money has been spent within 1 year of the award being made by completing and returning Appendix One along with receipts/invoices to evidence grant spend.
- 4.15. Recognition of the grant from Llanharan Community Council must be made in any publicity relating to the activity or purpose for which the grant was made and in the Group's accounts.
- 4.16. The Council may use the name of your Group and its project or activity in our own publicity material where appropriate.

5. Provisions for the return of granted funds to the council (Clawback)

- 5.1.1. Notwithstanding other clauses in this grant policy, any grants provided must be returned to the council should your group or project:
 - 5.1.1.1. Cease to operate within 1 year of receiving the grant
 - 5.1.1.2. Change ownership within 1 year of receiving the grant

5.1.1.3. Relocate outside of the Llanharan Community Council boundary within 5 year of receiving the grant

5.1.1.4. Significantly change from the details provided in your application within 1 year of receiving the grant

5.1.1.5. Sell, gift or otherwise dispose of items purchased with grant money without the written permission of the council at any time within 5 years of receiving the grant.

5.1.2. Notwithstanding other clauses in this grant policy, grants must be repaid in full on demand if:

5.1.2.1. You are found to have made any misrepresentations in your application.

5.1.2.2. You have breached the terms of the grant. (You will receive full details of any terms if your application is successful).

5.1.2.3. You fail to follow the council's grant policy following payment of a grant. Including clauses: 4.7, 4.14, and 4.15.

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

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

Grants – DATA PROTECTION

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

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Form

The maximum grant available is up to £2,000

SECTION A: ABOUT YOU	
Name of Organisation: (Please note that if you are successful, payment will be made to a bank account registered in this name)	Llanharan Community Development Project Ltd
Registered Charity Number (if applicable)	1064957
Name of Main Contact and role: (All correspondence will be addressed to this person)	Katie Evans Operations & Finance Manager
Full Postal Address of Applicant:	23a Bridgend Road, Llanharan. CF72 9RD
Contact Telephone Number:	Daytime: 01443 229723
Main Contact Email Address:	katie@lcdp.org.uk
Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years? (State whether General Grant or CIL)	
If the answer is yes, please complete the box below:	
Date	Amount
Aprill 2022	£25,000
October 2023	£25,000
July 2024	£25,000
Has an Appendix One, 'Grant spend confirmation form' been satisfactorily completed for the most recent <u>general grant</u> with invoices/receipts provided Appendix One MUST be fully completed and receipts/invoices provided for the application to be considered.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<p>Have you read and understood the council's General Grant Policy and understand that applications <u>must</u> comply with all aspects of the policy to be submitted for consideration <u>unless</u> you have provided a narrative as to why an exception to the policy should be considered ?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>If your application does not comply with all aspects of the Council's general grant policy provide your narrative as to why an exception to the policy should be considered here.</p> <p><i>(Note: If your application does not comply with the council's policy and you do not provide a narrative here, your application may not be submitted for consideration).</i></p>	

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

Llanharan Community Development Project (LCDP) is more than just a charity – it's a lifeline for our community. We believe that every individual deserves a sense of belonging, a place to grow, and the opportunity to thrive. We are dedicated to supporting the people of Llanharan and the surrounding areas by creating a space where everyone, regardless of age or background, can feel valued, connected, and supported.

Through a variety of initiatives and childcare services, we strive to make a tangible difference in the lives of local families and residents. From providing nourishing meals to those facing food insecurity, to offering a safe, welcoming environment for individuals to share their experiences and build friendships through groups like Happy Dayz, we are here to meet the needs of our community. Our provisions and creative activities give people the chance to learn new skills, rediscover their passions, and find joy in connecting with others.

The heart of LCDP is its people – from the dedicated volunteers who continue to transform our community garden into a green sanctuary, to the families who come together for a moment of respite. Each day, we see the power of community in action, and we are proud to be part of something that helps people grow and empowers each other. But none of this would be possible without the support we seek from Llanharan Community Council. We ask for your help to ensure that we can continue to provide these vital services to the community. With your support, we can keep our doors open, keep providing for those who need us most, and continue to build a stronger, more connected Llanharan.

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

LCDP supports over 1,000 individuals annually and employs 32 staff members, with over 30 active volunteers. Approximately 90% of our service users and volunteers live within the Llanharan Community Council wards.

Are you an eligible group? (See Policy 2)

Yes ☒ No ☐

How long has the organisation been established?

LCDP has been established since 1996. We will be 29 years old this July.

SECTION B: WHY ARE YOU APPLYING FOR GRANT AID?

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

We are seeking funding to support three key areas that directly impact local residents:

1. **Community Cook Post:** We would like to fund a Community Cook position for 12 hours per week (Thursday and Friday), allowing us to open our Community Café and provide low-cost, nutritious meals for the community. These days have proven extremely successful in addressing loneliness, isolation, food poverty, and promoting wellbeing. The café also supports our Happy Dayz wellbeing group and Friday lunch service.
2. **Volunteer Costs:** We would like funding to support volunteers who assist with our café and community groups. This includes uniform costs, DBS checks, and training. Volunteering provides people with purpose, skills development, and a sense of belonging. Volunteers have emerged from previous projects run via Multiply and SPF funding and are integral to our long-term sustainability.
3. **Continuation of the Happy Dayz Wellbeing Group:** With previous support from the Community Council, we have been able to offer this service 50 weeks per year. We would like to continue this service with the support of 2 staff once a week and some resource support. It has had a significant positive impact on mental health and wellbeing, including a 100% reduction in emergency mental health calls for our group members. Sessions include visits to Bridgend College, Age Connect Morgannwg, healthy eating workshops, craft sessions, Stroke Prevention services, and community visits such as Bryn Pica Recycling Centre and Meadow Street Gardens in Pontypridd.
4. **Core Operational Costs:** We also seek a contribution to cover essential core costs such as heating, utilities, and general running costs. These are often difficult to fund through other streams, yet they are vital in keeping our doors open and services running.

Social Value Indicators:

- 100% reduction in mental health crisis team callouts for regular attendees in the last 12 months.
- Over 116 individuals accessed warm spaces during winter months.
- Volunteer programme supporting up to 10 local residents to gain training, experience, and qualifications.
- Promotion of circular economy and environmental awareness through community visits and workshops.
- Increase in community cohesion and self-reported wellbeing among participants.

How will the Grand Aid benefit the Community?

This grant will enable us to continue delivering vital lifeline services that directly support some of the most vulnerable residents in Llanharan and its surrounding wards. Our work is more than just childcare, hot meals and weekly meetups - it's about dignity, connection, and purpose.

For many of our community members, especially older adults, attending our community café or the Happy Dayz group is the only time they see another person in the week. These sessions offer warm food, a warm building, and most importantly, a friendly face. Residents have told us that our groups have made such an impact on their lives - helping them feel less alone and more hopeful. The consistent support from Llanharan Community Council has made this possible, and your investment has already delivered extraordinary social returns.

We're incredibly proud to share that since our Happy Dayz group has been able to run continuously throughout both school holidays and term time - thanks to the support from Llanharan Community Council -we have seen a 100% reduction in crisis calls to the Mental Health 101+2 Team from our regular attendees. Before this support, many participants were frequently accessing GP services or reaching crisis points, putting significant pressure on local NHS resources. Now, through regular meetups, early intervention, and a consistent sense of community, we're easing that burden. This isn't just a number—it represents real people staying out of crisis, out of hospital, and better able to manage their wellbeing in a safe, familiar environment. We are helping people to stay well, stay connected, and stay rooted in their community.

The funding will also help us continue to offer meaningful volunteering opportunities. Volunteering with LCDP gives people a purpose and a pathway. Some are gaining confidence to return to work; others simply want to give back and feel part of something bigger than themselves. With SPF support we've begun building a strong base of community volunteers - but we now need help covering basic costs like DBS checks, uniforms, and essential training to keep this support going.

Our café and warm hub sessions offer more than just food - they provide dignity, warmth, and a vital safety net. In a time when families and pensioners are forced to choose between heating and eating, we provide a welcoming space where no one is judged, and everyone is valued. Whether it's through surplus food collections, Foodbank referrals, or simply a hot, affordable meal and a friendly chat, we're here to catch people before they fall through the cracks. Increasingly, we're seeing working families come through our doors - proof that hardship is affecting more than just those on benefits or of pensionable age. Our community is changing, and so are its needs. This grant won't just fund meals or keep the lights on - it protects a place where people feel they belong, where struggles are met with support, and where hope is served alongside a cup of tea.

In alignment with RCTCBC's Corporate Plan (2024–2030), this work contributes to:

- **Prosperity** – by developing people's confidence, skills, and wellbeing.
- **People** – by reducing health inequalities and supporting vulnerable

individuals.

- **Place** – by helping local people take pride in where they live and fostering connected, resilient communities.

Your continued support allows us to meet unseen needs, build a stronger community, and help people feel heard, valued, and included. With your help, we can keep our doors open, our kettle on, and our community together.

What are the consequences if you are not awarded the grant?

(Be specific and avoid exaggeration)

Without this funding, we are at real risk of having to significantly reduce - or even close key community services. Since the end of March, the gap in funding has already begun to affect our ability to maintain the consistency our community relies on. The consequences would be deeply felt and far-reaching:

- The potential permanent closure of our much-loved community café, a vital space for affordable food, warmth, and social connection. We have temporarily closed the café for the interim period whilst we seek support.
- A reduction or cancellation of our Happy Dayz group, which has become a lifeline for many residents struggling with isolation, loneliness, and poor mental health.
- A drop in volunteer opportunities, losing the momentum we've built around community-led support and reducing the capacity to nurture local skills and confidence.
- An increase in isolation, particularly for our elderly and vulnerable residents, many of whom depend on us for their only regular social contact.
- A serious setback in tackling food and fuel poverty locally and in maintaining the strong community networks we've worked so hard to build.

Should LCDP face closure, it won't just affect our adults - it will have a profound impact on our children and young people too. Our play and youth services will close too, and our community would have a severe lack of safe, supportive environments where early intervention and social prescribing happen naturally. These sessions aren't just about fun - they're where trust is built, needs are identified, and the seeds of support are planted.

We know that our presence in the community helps reduce anti-social behaviour by offering young people meaningful alternatives. Instead of being on the streets, they're engaged, supported, and listened to. Our team regularly works in partnership with YEPS, schools, health visitors, and families. During our play sessions and holiday playschemes, we are able to identify children and households in need of extra help. These connections are vital, and without them, many families would struggle to access the right support at the right time.

This funding doesn't just keep services going - it keeps young people safe, families connected, and our community stronger as a whole.

This isn't just about services - it's about providing local employment, residents in our community connected, and building community resilience. Without the continued support of Llanharan Community Council, we risk undoing progress that has changed lives.

Please provide the dates you intend to start and finish the project/activity

Start Date: April 2025

Completion Date: March 2026

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

What is the total cost of the project/activity for which Grant Aid is required? (Provide a breakdown on a separate sheet if necessary)
Indicate whether the amount includes or excludes VAT

LCDP Core Costs - £12,183.50

This includes the essential operational costs of Llanharan Community Development Project (LCDP), ensuring the smooth running of our activities and support services throughout the year. The core costs are necessary for maintaining our infrastructure, staff, and administration, all of which enable the successful delivery of the programmes outlined in this application.

Community Cook inc Oncosts - £9,084.24

The salary of the Community Cook plays a crucial role in supporting our food-related initiatives. This position ensures that nutritious, low-cost meals are available to participants of various programs, such as Happy Dayz and our other community services. The cook also facilitates the preparation of food for outreach projects that aim to combat food insecurity, particularly among families and elderly residents. The oncosts are related to the employment of the Community Cook, covering things like National Insurance, pensions, and other statutory contributions. These costs are essential to ensure that the position is sustainable in the long term and complies with employment regulations.

Happy Dayz Support - £5,267.79

Happy Dayz is an important peer support initiative within the community. This expenditure is allocated to support the staff and resources needed to run the group, which offers a space for individuals to share experiences, build relationships, and receive emotional support. This contribution ensures that the group can continue its valuable work in reducing isolation and improving wellbeing.

The oncosts for the Community Cook, this amount covers the employment-related costs for the Happy Dayz group facilitators, such as National Insurance, pensions, and other statutory obligations. This ensures that the team can continue to provide consistent support to the group participants without disruption.

Resources - £2,750.00

This line item covers the cost of materials and resources required for various projects and initiatives, including arts and crafts for the Happy Dayz group, educational materials, and other tools necessary to deliver community engagement and development activities. This helps ensure that we can continue to offer stimulating and valuable content to those we serve.

Volunteer Expenses - £715.00

To ensure the smooth operation of our volunteer-led services, this budget is allocated to cover essential expenses such as travel, uniforms, DBS checks, and training. Volunteers are an integral part of our service delivery, and this funding helps to alleviate any barriers to participation, allowing us to be inclusive to those committed individuals to support our projects.

What is the amount of General Grant Aid the organisation would like to apply for from Llanharan Community Council?

Indicate whether the amount includes or excludes VAT and whether you are able to reclaim VAT.

£29,999.76, this amount excludes VAT
LCDP are not VAT registered.

What other sources of funding is currently available for the project/activity? (Provide a breakdown on a separate sheet if necessary)

Given the ongoing funding cuts across the third sector in RCT, there are currently no alternative funding sources available for this project. Many funders are hesitant to support core costs, yet these expenses are essential for the operation of LCDP. Without funding for core costs, it would be extremely challenging to sustain our operations.

What other funders have been approached and what is the status of those applications? (Provide a breakdown on a separate sheet if necessary)

Note: If other sources of funding have been secured but not yet received, provide

written evidence (for example a formal letter of commitment from the funder(s)).

Other sources of funding available or being applied for:

- UK Shared Prosperity Fund (SPF): Funding secured for Community Development Coordinator (34 hours per a week) and part-time Volunteer Coordinator (12 hours per a week).
- We continue to apply for smaller grants and in-kind donations to cover sessional delivery, materials, and targeted activities.
- Moondance funding application is pending. This was submitted in February and we are awaiting an outcome. This can take a minimum of 8 weeks.

You MUST supply the following information (See policy notes for detail) dependent on grant applied for.

Failure to provide all of the information requested in full by the deadline given may result in your application not being presented for consideration.

A. Up to £499

- Formal constitution or rules document.
- Income and expenditure account/balance sheet for the previous financial year
- Most recent bank statements for **ALL** bank or investment accounts or other financial instruments. *Statement dates must be within 1 month of the deadline for applications and must show at least 3 month of transactions (redacted to protect personal information in line with GDPR if necessary).*
- VAT registration number (if registered)
- Provide quotations for items the grant will be used for.

B. £500 - £2,000

- As requested in A
- Latest audited/ratified accounts and balance sheet verified and signed by a qualified person independent of the group/organisation. (The persons name and contact details should be also printed).

Section D: Sustainability

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

Yes ☒ No ☐

If yes, provide details.

We are fully committed to supporting the long-term sustainability of our services and are determined to continue this project beyond March 2026. While this grant will help us bridge a crucial funding gap in the coming year, we are actively pursuing further support from a variety of funders.

The introduction of a part-time Volunteer Coordinator which has been funded via SPF will strengthen our volunteer infrastructure, helping us to reduce reliance on paid staff in the long term. However, a core staffing team will remain essential to ensure the organisation runs smoothly, services are delivered safely, and volunteers are well-supported.

We are also exploring small-scale fundraising opportunities and working to deepen our partnerships with other third sector organisations who share our commitment to improving community wellbeing.

The continued support of Llanharan Community Council has laid the foundation for our growth and impact, and we are extremely grateful for your supporting in making our community a better place.

Section E: Payment Details

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

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

LCDP

Account Number *(Must match that of one of the bank statements provided)*

21509314

Sort Code *(Must match that of one of the bank statements provided)*

40-44-48

SECTION F: Completing the application

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

Declaration:

- i. I certify that the information contained in this application is correct and there are no omissions, including all required supporting documentation required in section C.
- ii. I understand that it is the applicant's responsibility to ensure that any application is completed correctly and fully, including all required supporting documentation required in section C. Should the application be found to be incomplete then it may not be presented for consideration.

- iii. If the information in the application changes in any way I will inform Llanharan Community Council immediately.
- iv. I understand that should any incorrect submissions or any omissions from the application come to light then all monies will be repayable to Llanharan Community Council

Name (Print) : Katie Evans

Position held in organisation: Operations & Finance Manager

Signed: *K Evans*

Date: 17.04.25

Please note that this form requires two signatures:

Second Signature

Name (Print): Jolene Allen

Position held in organisation: Community Development Coordinator

Signed: *J Allen*

Date: 17.04.25

Completed application forms should be returned to:

Clerk to Llanharan
Community Council
2 Chapel Rd
Llanharan
CF72 9QA

clerk@llanharan-cc.gov.wales

01443 231430

Checklist:-

- ✓ You have read and understood the Council's grants policy and your application meets the criteria listed.
- ✓ All of the supporting information required in section C has been provided and the form fully and correctly completed including Appendix one and /or a narrative as to why an exception to the

council's grants policy should be considered (where applicable).
(Your application may not be submitted for consideration otherwise).

- ✓ Two signatories and all details correctly and fully noted on the form.
- ✓ Submission of the application form and all supporting documentation is completed before the deadline date.
- ✓ If you previously received a grant from Llanharan Community Council, complete and include the feedback from in Appendix One and provide invoices or other evidence regarding how the previous grant was spent.

Please note any applications received or received but incomplete after the deadline dates may not be considered.

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

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

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

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

Return the completed forms by the appropriate deadline to:

**Clerk to Llanharan Community
Council**

**2 Chapel Road
Llanharan
CF72 9QA**

clerk@llanharan-cc.gov.wales

01443 231430



Appendix One

Llanharan Community Council General Grant Spend Confirmation Form

Name:	Katie Evans
Organisation:	Llanharan Community Development Project Ltd
Address:	23a Bridgend Road, Llanharan, Pontyclun, RCT, CF72 9RD
Telephone:	01443 229723
Email address:	katie@lcdp.org.uk
Date & Amount of general grant awarded:	July 2024 - £25,000.00
Specific reason for general grant: What was the grant for:	LCDP has received a £25,000.00 grant for several years to support services that we provide to the local community. Support community cook costs, Happy Dayz Support Group costs.

Was the entire amount granted spent on what was in the application? If not provide a narrative on what it was spent on and/or how much of the grant remains unspent or details of monies returned to the council.	Yes, all funds received supported the services that we provided to the community service users. Even though LCDP advertised for a cook part way through the grant year, the cooks position was still met by existing staff.
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Provide details of invoices/receipts and other evidence provided with this application to evidence how the previous grant was spend (Note: Invoices/receipts <u>must</u> be provided)	Wage slips as evidence
Did the donation achieve its aims in relation to making a difference to the Community and if so in what way did the community benefit?	Yes, the whole community benefits from the funding we receive yearly as it allows us to remain with a presence within the community providing the services that we do and supporting service users with numerous areas of support.

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

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

Return the completed form to:

**Clerk to Llanharan Community
Council**

**2 Chapel Road
Llanharan
CF72 9QA**

clerk@llanharan-cc.gov.wales

01443 231430



LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Registered as a company in England & Wales Company Number 03226397
Registered Charity Number 1064957

Our Ref.: SMH/

Your Ref.:

Date: 26th January 2006

Tel: 01443-229723

Fax/Ans.: 01443-222085

E-mail: llanharan_dropin_centre@yahoo.co.uk

Web: www.llanharan-community.co.uk

Company Secretary:

Mrs Stella Harry

Llanharan Drop-in Centre

23a Bridgend Road

Llanharan

Pontyclun

CF72 9RD

We certify that this is a true and complete copy of the Memorandum and Articles of Association adopted by Llanharan Community Development Project Ltd. on 19th January 2006.

Signed C E Williams Chairperson 19. 01. 2006 date
Mrs Christina Williams

Signed S. H. Harry Company Secretary 19 January 2006 date
Mrs Stella Harry

THE COMPANIES ACTS 1985 AND 1989
COMPANY LIMITED BY GUARANTEE AND
NOT HAVING A SHARE CAPITAL

MEMORANDUM OF ASSOCIATION
OF
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED

- 1 The name of the Company is **Llanharan Community Development Project Limited** (and in this document it is called 'the Charity')
- 2 The registered office of the Charity is to be situated in Wales
- 3 The objects of the Charity (in this document referred to as 'the Objects') are to relieve poverty, advance education and provide facilities for recreation and leisure time occupation in particular within the community of Llanharan and with particular regard to such persons who are unemployed or who are suffering the consequences of economic disadvantage by the provision of training and resources through such charitable means as may be deemed appropriate in order to contribute to the development of the area both economically and socially
- 4 In furtherance of the Objects but not otherwise the Charity may exercise the following powers:
 - 4.1 to raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation or otherwise provided that this shall be without prejudice to the ability of the Charity to disclaim any gift, legacy or bequest in whole or in part in such circumstances as the Charity may think fit, and provided also that the Charity shall not undertake any taxable trading activities and shall conform to any statutory regulations;
 - 4.2 to charge fees for services, including for the hire or use of premises and equipment, and for goods produced or supplied by the Charity as and when the Charity considers it necessary and appropriate to do so in order to recover its outlay, provided that such charging shall not be on a profit making basis and shall not involve engaging in any taxable trading;
 - 4.3 to enter into contracts with other bodies or persons, to make or receive payment and to provide or receive goods or services on such contracts for the achievement of the Objects, provided that in doing so the Charity shall not enter into any substantial permanent trading;
 - 4.4 to operate bank or building society accounts in the name of the Charity and to draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other similar instruments;

- 4.5 to borrow and raise money on loan or advance in such manner and upon such security as the Charity shall think fit;
- 4.6 to invest in the name of the Charity the monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities and property as the Charity may think fit, subject nevertheless to such conditions and consents as may for the time being be imposed or required by law;
- 4.7 to expend the funds of the Charity in such manner as the Charity shall consider most beneficial for the achievement of the Objects;
- 4.8 to purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property and any rights or privileges and to construct, maintain, alter or improve any buildings which the Charity may think fit for the promotion of the Objects;
- 4.9 to insure to full value against loss or damage any property owned by or in the possession or use of the Charity and to pay the premiums for such insurance from the funds of the Charity;
- 4.10 to sell, let, mortgage, turn to account or otherwise dispose of all or any of the real or personal property of the Charity;
- 4.11 to employ and pay such staff (who shall not be Directors of the Charity) as are necessary for the proper pursuit of the Objects and to make all reasonable and necessary provision for the payment of pensions and superannuation to staff and their dependants;
- 4.12 to insure and indemnify all employees and voluntary workers of the Charity against loss, accident, death, personal injury, professional liability and all other such risks incurred in the performance of their duties to a value which the Charity may think fit (but which shall at least be to any minimum value for the time being required by law) and to pay the premiums for such insurance from the funds of the Charity;
- 4.13 to commission or undertake research and to publish or disseminate the findings of research or other information in support of the Objects provided that in so doing the Charity shall not undertake political campaigning;
- 4.14 to provide, support or assist in the provision of exhibitions, meetings, conferences, seminars, lectures or other similar activities for the achievement of the Objects provided that in so doing the Charity shall not undertake political campaigning;
- 4.15 to cause to be written and printed or otherwise reproduced and circulated, gratuitously or otherwise, books, periodicals, magazines, leaflets, reports or other documents or films or recorded tapes provided that in so doing the Charity shall not undertake political campaigning;
- 4.16 to establish or support or aid the establishment and support of any charitable trusts, associations or institutions formed for all or any of the Objects;
- 4.17 to subscribe to, become a member of, amalgamate or co-operate

with other charities, voluntary bodies or other bodies not formed for the purposes of profit, and to co-operate with statutory bodies in furtherance of the Objects or of similar charitable purposes and to exchange information and advice with them;

- 4.18 to bring together in association representatives of charities, voluntary bodies, statutory bodies and other bodies not formed for the purposes of profit within the area of benefit of the Charity with the aim of promoting co-operation and collaboration in the achievement of the Objects;
- 4.19 to obtain, acquire or purchase all permits, licences or intellectual property rights which the Charity shall think necessary for the lawful conduct of its activities or to ensure the protection of its property;
- 4.20 to institute or defend legal proceedings relating to the Charity, its property, its employees and voluntary workers and its Directors, and to meet legal costs (where these are not recoverable from other parties) from the funds of the Charity, subject to such consents required by law;
- 4.21 to pay out of the funds of the Charity the costs, charges and expenses of and incidental to the formation, incorporation, registration, maintenance and administration of the Charity;
- 4.22 to do all such other lawful things as are necessary for the achievement of the Objects.

5 The income and property of the Charity shall be applied solely towards the promotion of the Objects of the Charity and no part shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to the members of the Charity, and no trustee shall be appointed to any office of the Charity paid by salary or fees or receive any remuneration or other benefit in money or money's worth from the Charity. Provided that nothing in this document shall prevent any payment in good faith by the Charity:

- 5.1 of reasonable and proper remuneration for any services rendered to the Charity by any member, officer or servant of the Charity who is not a trustee;
- 5.2 of interest on money lent by any member of the Charity or trustee at a reasonable and proper rate per annum not exceeding 2 per cent less than the published base lending rate of a clearing bank to be selected by the trustees;
- 5.3 of fees, remuneration or other benefit in money or money's worth to any company of which a trustee may also be a member holding not more than 1/100th part of the issued capital of that company;
- 5.4 of reasonable and proper rent for property conveyed or let by any member of the Charity or a trustee;
- 5.5 to any trustee of reasonable out-of-pocket expenses.

6 The liability of the members of the Charity is limited

- 7 Every member of the Charity undertakes to contribute such amount as may be required, not exceeding £1 (one pound), to the Charity's assets if it should be wound up while she or he is a member or within one year after she or he ceases to be a member, for payment of the Charity's debts and liabilities contracted before she or he ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of contributories amongst themselves
- 8 If the Charity is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property it shall not be paid to or distributed among the members of the Charity, but shall be given or transferred to some other charity or charities having objects similar to the Objects which prohibits the distribution of its or their income and property to an extent at least as great as is imposed on the Charity by clause 5 above, chosen by the members of the Charity at or before the time of dissolution and if that cannot be done then to some other charitable object

**THE COMPANIES ACTS 1985 AND 1989
COMPANY LIMITED BY GUARANTEE AND
NOT HAVING A SHARE CAPITAL**

**ARTICLES OF ASSOCIATION
OF
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED**

Definitions and interpretation

1 In these Articles:

'the Charity' means the company intended to be regulated by these Articles;

'the Act' means the Companies Act 1985 including any statutory modification or re-enactment of the Act for the time being in force;

'the Articles' means these Articles of Association,

'the Memorandum' means the Memorandum of Association of the Charity;

'the Directors' means the directors of the Charity (who shall be regarded as the Trustees of the Charity for the purposes of charity law), and a 'Director' has a corresponding singular meaning. The Directors may collectively be referred to as 'the Management Committee';

'the Secretary' means the Secretary of the Charity or any other person appointed to perform the duties of the Secretary of the Charity, including a joint, assistant or deputy Secretary;

'the Office' means the registered office of the Charity;

'clear days' in relation to the period of a notice means the period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect;

'the United Kingdom' means Great Britain and Northern Ireland.

2 Subject as aforesaid, words or expressions contained in these Articles and in the Memorandum shall, unless the context requires otherwise, bear the same meaning as in the Act but excluding any statutory modification not in force when these regulations become binding upon the Charity.

3 The Interpretation Act 1978 shall apply to these Articles as it applies to any Act of Parliament.

Membership

4 The subscribers to the Memorandum and such other persons or bodies as are admitted to membership in accordance with these Articles shall be members of the Charity.

5 Membership shall not be transferable and shall cease upon death.

6 No person or body shall be admitted to be a member of the Charity unless her/his or its application for membership is approved by the Directors.

7 The Directors may admit to membership:

7.1 any person who has attained the age of 18 (eighteen) years and who is in agreement with the Objects of the Charity, without discrimination between persons on any other grounds; or

7.2 any society, unincorporated association or company which is in agreement with the Objects of the Charity;

provided that only persons and bodies shall be admitted who qualify for one of the membership categories specified in Article 8.

Categories of membership

8 Every member upon admission shall be allocated to one of the following categories of membership at the absolute discretion of the Directors:

8.1 Full Membership shall be open to:

8.1.1 any person who lives or works in Llanharan or the immediately surrounding area; or

8.1.2 any society, unincorporated association or company not formed for the purposes of profit which is based or operating within Llanharan or the immediately surrounding area and which shall nominate an individual to represent it at general meetings of the Charity.

8.2 Associate Membership shall be open to:

8.2.1 any individual who does not qualify under Article 8.1.1 but who supports and is willing to contribute to the furtherance of the Objects of the Charity, subject nevertheless to the limitations of Article 20.2

8.2.2 any society, unincorporated association or company which does not qualify under Article 8.1.2 which shall nominate an individual to represent it at general meetings of the Charity, subject nevertheless to the limitations of Article 20.2

9 Any employee of the Charity shall be eligible to be a member of the Charity but she or he shall not have the right to hold office as a Director or to nominate another member to any such office or to participate in any ballot for electing a member or members to any such office.

Application for and admission to membership

10 Any person wishing to become a Full or Associate Member of the Charity shall lodge with the Directors a written application for membership in such form as the Directors shall from time to time decide, signed by her or him.

11 Any society, unincorporated association or corporate body wishing to become a Full or Associate member of the Charity shall lodge with the Directors a written application for membership in such form as the Directors shall from time to time decide, signed by the appropriate officials of the

applicant body and giving details of its nominated representative.

- 12 All applicants for membership of the Charity shall lodge with the Directors such other supporting evidence as the Directors may require.
- 13 Each application for membership and (where applicable) other supporting evidence shall be considered by the Directors at their first meeting after its receipt.
- 14 If the Directors resolves at any meeting to admit an applicant to membership, the Directors shall notify the applicant in writing accordingly within a period of 7 (seven) days after the meeting and such notification shall include:
 - 14.1 details of the membership category to which the applicant has been assigned; and
 - 14.2 a request for payment of any annual subscription fee applicable to the category of membership for the time being in force as provided for in Articles 31 to 34
- 15 Any resolution by the Directors to admit an applicant to membership shall be deemed conditional on the payment by the applicant of the full amount of any annual membership subscription for the time being in force, as provided for in Articles 31 to 34

Register of members

- 16 The Directors shall keep a Register of Members. In addition to the particulars required by section 352 of the Act, there shall be entered against each name on the register details of:
 - 16.1 the membership category to which the member has been assigned; and
 - 16.2 in the case of a society, unincorporated association or corporate body, the name of its authorised representative; and
 - 16.3 in the case of a member who is also or who later becomes an employee of the Charity, a statement to that effect.

The Directors may at any time by notice in writing request any member to provide them with such evidence and particulars as are necessary and reasonable for the purpose of maintaining the Register.

Refusal of membership

- 18 The Directors may at their discretion refuse to admit any person or body into membership, notwithstanding that the person or body in question fulfilled the qualifications for membership, in such cases where it considers there are reasonable grounds to do so; provided that any person or body whose membership is refused shall have the right to be heard by the Directors before a final decision is taken, and thereafter a right of appeal to a general meeting of the Charity, subject to the limitation of Article 20
- 19 If the Directors resolve at any meeting to refuse admission of an applicant to membership they shall notify the applicant in writing accordingly within a period of 7 (seven) days after the meeting and such notification shall include:

- 19.1 the reasons why membership was refused; and
 - 19.2 details of the applicant's rights to be heard as provided for in Article 18 but subject to Article 20.
- 20 The Directors shall be bound to refuse to admit an applicant to membership in cases where:
- 20.1 she, he or it does not meet the requirements for membership; or
 - 20.2 her, his or its admission to Associate Membership would result in Full Members ceasing to constitute a majority of at least two thirds of the total membership.

In cases where the Directors are bound to refuse admission to membership the applicant shall have no right of appeal or to be heard by the Directors, although the Directors may grant such a hearing at their discretion.

- 21 The Directors shall have the right to refuse to accept or to request the substitution of a person nominated by a society, unincorporated association or corporate body as its authorised representative in cases where:
- 21.1 the person in question is already entered in the Register of Members either as a current individual member or as the authorised representative of another body in membership; or
 - 21.2 the person in question has previously had her or his membership of the Charity terminated by resolution of the Directors.

Termination of or expulsion from membership

- 22 Any person or body wishing to withdraw from membership shall lodge with the Charity a written notice of retirement in such form as the Directors shall from time to time decide. Upon receipt of such notice by the Charity she, he or it shall cease to be a member of the Charity; provided that after such retirement the number of members is not fewer than 2 (two).
- 23 The Charity may, by special resolution, terminate the membership of any person or body in cases where:
- 23.1 any annual membership subscription for the time being in force has not been paid by the end of the 28th (twenty eighth) day after the accounting reference date on which it fell due; or
 - 23.2 the Charity believes that the actions of the member in question have brought, or risk bringing the Charity into disrepute; or
 - 23.3 the Charity believes that the member in question has breached any explicit rules of the Charity or other reasonable rules or standards of good order.
- 24 The Directors shall report all such actions to terminate membership to the next general meeting of the Charity which shall investigate the conduct of the member in question and resolve appropriately. Any member under investigation shall have the right to address the Charity in general meeting before a final decision is made.

- 25 Any member wishing to propose the expulsion of another person or body from membership shall lodge with the Directors a written notice of her, his or its intention to do so (identifying the member concerned and stating the grounds for the proposed expulsion) not less than 2 (two) weeks before the date of the next general meeting of the Charity.
- 26 The Directors shall, on receipt of a notice under Article 25, send a copy of the notice to the member concerned who shall have the right to make written representations to the Directors with regard to the notice. If the Directors receive such representations (unless they are received too late for them to do so) they shall:
- 26.1 state the fact of the representations having been made in the notice convening the meeting at which the resolution is to be proposed; and
- 26.2 send a copy of the representations to every person or body to whom notice of the meeting was or is given.
- 27 Whether or not a copy of written representations has been given to each of the persons entitled to receive notice of the meeting under Article 26.2, the member in question shall have the right to be heard at the meeting before a final decision is taken.
- 28 Failure to follow correctly any of the provisions of the preceding Articles shall render any resolution for the expulsion of a person or body from membership invalid.
- 29 A person or body whose membership is terminated under Articles 22 to 27 shall cease to be a member with effect from the time at which the resolution to expel her, him or it was passed.
- 30 A person or body whose membership is terminated or who tenders resignation of membership of the Charity shall not be entitled to the refund of any annual subscription paid in respect of the accounting year in which the resignation or expulsion takes effect.

Membership subscriptions

- 31 The Charity may, by ordinary resolution, introduce an annual subscription for membership, and determine the amount of such a subscription and vary the amount from time to time and from one membership category to another and introduce or revoke any concessions or waivers in special circumstances.
- 32 Any annual subscription for the time being in force shall be due on each accounting reference date of the Charity and shall (subject to Articles 30 and 34) be deemed to relate to the period from one accounting reference date to the next.
- 33 The Directors shall give to all members not less than 10 (ten) clear days' notice of such accounting reference date; each notice shall specify the amount of membership subscription which will be due and shall state the possible consequence (under Article 23.1) of failure to make payment.

- 34 Any person or body who ceases to be a member of the Charity for whatever reason shall not be entitled to any refund of any annual subscription paid by her, him or it, whatever the period between the date on which the membership subscription last fell due and the date of ceasing to be a member.

General meetings

- 35 The Charity shall hold an Annual General Meeting of its members in each year in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it.
- 36 Not more than 15 (fifteen) months shall elapse between one Annual General Meeting and the next; provided that so long as the Charity holds its first Annual General Meeting within 18 (eighteen) months of its incorporation, it need not hold it in the year of its incorporation or in the following year.
- 37 Subject to Article 36 and to the requirements under section 366 of the Act, the Annual General Meeting shall be held at such times and places, as the Directors shall decide.
- 38 All general meetings of the members of the Charity other than Annual General Meetings shall be called extraordinary general meetings.
- 39 The Directors may call extraordinary general meetings and, on the requisition of the members pursuant to the provisions of section 368 of the Act, shall forthwith proceed to convene an extraordinary general meeting for a date not less than 8 (eight) weeks after receipt of the requisition. If there are not within the United Kingdom sufficient Directors to call an extraordinary general meeting, any Director or any member of the Charity may call an extraordinary general meeting.

Notice of general meetings

- 40 An Annual General Meeting and an extraordinary general meeting called for the passing of a special resolution or a resolution requiring special notice shall be called by at least 21 (twenty one) clear days' notice. All other extraordinary general meetings shall be called by at least 14 (fourteen) clear days' notice but a general meeting may be called by shorter notice if so agreed:
- 40.1 in the case of an Annual General Meeting, by all the members entitled to attend and vote; and
- 40.2 in the case of any other meeting by a majority in number of the members having a right to attend and vote, being a majority together holding not less than 95% (ninety five per cent) of the total voting rights at the meeting of all members.
- 41 The notice of all general meetings shall specify the time and place of the meeting and the general nature of the business to be transacted. It shall also state the terms of any resolution, which is to be proposed as a special or extraordinary resolution.
- 42 The notice of all general meetings shall be given to all members of the Charity, Directors and to the auditors of the Charity.

- 43 The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person or body entitled to receive notice shall not invalidate the proceedings at that meeting.

Proceedings at general meetings

- 44 No business shall be transacted at any general meeting of the Charity unless a quorum is present. 8 (eight) persons entitled to vote upon the business to be transacted, each being a member, or one tenth of the total number of such persons for the time being, whichever is the greater, shall constitute a quorum.
- 45 If the quorum required under Article 44 is not present within half an hour from the time appointed for the commencement of the meeting, or if during a meeting a quorum ceases to be present, the meeting shall stand adjourned to such time and place as may be determined by the chairperson of the meeting.
- 46 The Chairperson of the Directors (or in her or his absence the Vice-Chairperson) shall, if present, preside as chairperson of the meeting. If neither the Chairperson or the Vice-Chairperson is present or willing to act as chairperson within half an hour from the time appointed for the commencement of the meeting the Directors present shall appoint one of their number to act as chairperson of the meeting or, if only one Director is present and willing to act, she or he shall be chairperson.
- 47 If no Director willing to act as chairperson is present within half an hour from the time appointed for the commencement of the meeting, the members present shall elect one of their number to act as chairperson.
- 48 A Director shall, notwithstanding that she or he is not a member of the Charity, be entitled to attend and speak at any general meeting.
- 49 The Chairperson may, with the consent of a meeting at which a quorum is present, and shall if so directed by the meeting, adjourn the meeting from time to time and from place to place; provided that no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had an adjournment not taken place.
- 50 When a meeting is adjourned for 28 (twenty-eight) days or more, at least 7 (seven) clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.
- 51 A resolution put to the vote of a meeting shall be decided upon by a show of hands unless before, or on the declaration of the result of, the show of hands a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded by:
- 51.1 the Chairperson of the meeting; or
 - 51.2 at least 2 (two) members having the right to vote at the meeting; or
 - 51.3 a member or members representing not less than one tenth of the total voting rights of all the members having the right to vote at the meeting.

- 52 Unless a poll is demanded in accordance with Article 51, a declaration by the Chairperson that a resolution has been carried or carried unanimously or by a particular majority, or lost or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour or against the resolution.
- 53 The demand for a poll may be withdrawn before the poll is taken, but only with the consent of the Chairperson. The withdrawal of a demand for a poll shall not invalidate the result of a show of hands declared before the demand for a poll was made.
- 54 If a poll is demanded in accordance with Article 51 it shall be taken at once by means of a secret ballot of all the members present and entitled to vote and shall be conducted in such a manner as the Chairperson shall direct. The result of such a poll shall be declared at the meeting at which the poll was demanded and shall be deemed to be the resolution of that meeting.
- 55 A resolution in writing signed by all the members entitled to attend and vote at a general meeting shall be as effectual as if it had been passed at a general meeting. Such a resolution may consist of several documents in the same form, each signed by one or more members.

Votes of members

- 56 Subject to Articles 9, 58 and 59 every member of the Charity shall have one vote.
- 57 Votes at general meetings may be given either personally by members or their appointed representatives or by proxy. The instrument appointing a proxy shall be in writing under the hand of the appointer and shall be deposited with the chairperson of the general meeting before a poll is taken. A proxy need not be a member of the Charity.
- 58 No member of the Charity shall be entitled to vote at any general meeting either in person or by appointment of a proxy unless all monies then payable by her or him in the form of subscriptions or otherwise have been paid in full.
- 59 On any resolution, which is put to the vote, whether on a show of hands, or on a poll, in the case of an equality of votes the Chairperson of the meeting shall be entitled to a second or casting vote.
- 60 No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the Chairperson of the meeting whose decision shall be final and conclusive.

Management Committee (Directors): composition

- 61 The business of the Charity shall be managed and administered by a Management Committee, who shall be regarded as the Directors of the Charity for the purposes of the Act and the Trustees of the Charity for the purposes of charity law.

- 62 The Management Committee shall consist of a maximum of 15 (fifteen) persons as follows:
- 62.1 a maximum of 12 (twelve) members of the Charity appointed or elected at the Annual General Meeting of whom at least two thirds shall be full members of the Charity, whose nomination, appointment and retirement is provided for by Articles 64 to 70; and
- 62.2 a maximum of 3 (three) members co-opted by the Directors who need not be members of the Charity, whose co-option and retirement is provided for by Articles 71 and 72.
- 63 The first Directors shall be those persons named in the statement delivered pursuant to section 10 (2) of the Act, who shall be deemed to have been appointed under the Articles. Future Directors shall be appointed as provided for subsequently in these Articles.

Appointment and retirement of elected Directors

- 64 At the first Annual General Meeting all the Directors shall retire from office, and at every subsequent Annual General Meeting one third of the Directors who are subject to retirement by rotation or, if their number is not 3 (three) or a multiple of 3 (three), the number nearest to one third shall retire from office; but if there is only one Director who is subject to retirement by rotation she or he shall retire. Directors subject to retirement by rotation shall be those provided for by Article 62.1.
- 65 Subject to the provisions of the Act, the Directors to retire by rotation shall be those who have been longest in office since their last appointment or re-appointment, but as between persons who became or were last re-appointed Directors on the same day those to retire shall be agreed among themselves, or otherwise be determined by lot.
- 66 The notice of an Annual General Meeting as provided for in Article 35 shall be accompanied by an invitation to all Full Members of the Charity (with the exception of any employees of the Charity who may be members) to nominate themselves or another member, whether Full or Associate, to the Directors. Such invitation shall not be extended to Associate Members or to any non-member entitled to receive notice of the Annual General Meeting.
- 67 Nominations made in accordance with Article 66 shall be in writing and in such form as the Directors may from time to time decide and shall be signed by the Full Member making the nomination. Nominations shall be received by the Charity at least 7 (seven) days before the date of the Annual General Meeting.
- 68 At each Annual General Meeting the Charity shall by ordinary resolution appoint as Director any member of the Charity in respect of whom a written nomination has been received in compliance with Article 67, provided that:
- 68.1 no member shall be appointed if, as a result, the number of Directors would exceed the maximum number provided for in Article 62.1; and
- 68.2 no member shall be appointed who is disqualified from acting under the provisions of Article 75.1.

69 In the event that the number of nominations lodged with the Charity in compliance with Article 67 exceeds the number of vacancies, a secret ballot shall be held at the Annual General Meeting. Those persons receiving the highest number of votes in favour of their appointment, up to but not exceeding the maximum number of vacant places available, shall by ordinary resolution be appointed as Directors, provided that no person is appointed in this manner who is disqualified from acting under the provisions of Article 75.1.

70 A Director who is due for retirement may be nominated for a further term in compliance with the requirements of Article 67 without limit to the number of consecutive periods in office she or he may serve if duly re-appointed.

Co-option and retirement of co-opted members

71 The Directors may at any time co-opt any additional person, who need not be a member of the Charity, to be a Director in cases where they consider the person in question has knowledge, skills or experience which would assist the Directors in the performance of their duties, provided that no person shall be co-opted:

71.1 if, as a result, the number of co-opted Directors would exceed the maximum number provided for in Article 62.2; or

71.2 who is disqualified from acting under the provisions of Article 75.1.

72 A Director co-opted under Article 71 shall retire at the end of the Annual General Meeting next after the date on which she or he was co-opted, but she or he may be co-opted by the Directors for a further term without limit to the number of consecutive terms she or he may hold office.

Vacancies

73 The Directors may at any time appoint any member of the Charity to fill any vacancy in the number of elected Directors, provided that:

73.1 no appointment of an Associate Member is made which would result in the number of Associate Members exceeding the proportion provided for in Article 62.1; and

73.2 no member is appointed who is disqualified from acting under the provisions of Article 75.1.

74 A member appointed as Director under Article 73 shall hold office only until the conclusion of the next Annual General Meeting at which time she or he shall retire and shall not form part of the body of Directors subject to retirement by rotation. A Director retiring in this manner may be nominated for a further term in compliance with the requirements of Article 67 without limit to the number of consecutive terms she or he may hold office.

Removal and disqualification of Directors

75 A Director shall cease to hold office if she or he:

75.1 is prohibited by virtue of any provision of the Act from acting as a company director or is disqualified from acting as a charity trustee by virtue of section 72 of the Charities Act 1993 (or any statutory re-

enactment or modification of these Acts); or

- 75.2 becomes incapable for medical reasons of fulfilling the duties of her or his office and such capacity is expected to persist for a period of longer than 6 (six) months; or
- 75.3 becomes an employee of the Charity; or
- 75.4 resigns her or his office by written notice to the Charity (but only if at least 3 (three) Directors will remain in office when the notice of resignation is to take effect); or
- 75.5 is absent without the permission of the other Directors for a period of more than 3 (three) consecutive meetings of the Management Committee and the remaining Directors resolve to remove her or him from office.

Powers of the Directors

- 76 Subject to the provisions of the Act, the Memorandum of Association, and these Articles and to any directions given by special resolution, the business of the Charity shall be managed by the Directors who may exercise all the powers of the Directors.
- 77 No alteration of the Memorandum or the Articles and no direction by special resolution shall invalidate any prior act of the Directors, which would have been valid, if that alteration had not been made or that direction had not been given.

Directors' remuneration and expenses

- 78 Subject Clause 5 of the Memorandum and to Article 79 no Director shall be entitled to any remuneration, whether in respect of her or his office as Director or as a holder of any executive office of the Charity.
- 79 The Directors may be paid all reasonable travelling, subsistence and other expenses incurred by them in connection with their attendance at meetings of the Management Committee, general meetings of the Charity or otherwise in connection with the discharge of their duties.

Appointments to executive office

- 80 At their first meeting after each Annual General Meeting the Directors shall appoint 2 (two) from among their members to the unremunerated executive offices of Chairperson and Vice-Chairperson and, in addition to the duties assigned to such offices by these Articles, may delegate such other tasks and duties to them as they think fit, provided that:
 - 80.1 only elected Directors as provided for by Article 62.1 shall be appointed to such offices and not Directors who are co-opted under Article 62.2; and
 - 80.2 any such appointment shall cease if the member holding the office ceases for whatever reason to be a Director.
- 81 The Directors may appoint one or more of their number to any other unremunerated executive office of the Charity. Any such appointment shall be made upon such terms as the Directors may determine and shall terminate if the member holding the office ceases to be a Director.

- 82 Subject to Articles 80.2, 81 and 84 the Chairperson, Vice-Chairperson and any other executive officer of the Charity shall hold office until the conclusion of the Annual General Meeting, which next follows their appointment.
- 83 An officer whose period of executive office expires under Article 82 may be re-appointed to such office or to any other executive office without limit to the number of consecutive years she or he may hold that office, provided that she or he continues to be an elected Director.
- 84 An officer may resign her or his executive office by written notice to the Charity without prejudice to her or his right to continue to serve as a Director.
- 85 In the event that the Chairperson or Vice-Chairperson resigns her or his office under Article 84 the Directors shall, as soon as reasonably practicable after such resignation, appoint another from among their number to hold such office in her or his place, provided that:
- 85.1 only elected Directors as provided for by Article 62.1 shall be appointed to such offices and not Directors who are co-opted under Article 62.2; and
- 85.2 any Director appointed to executive office under this Article shall hold such office only until the conclusion of the next Annual General Meeting.

Proceedings of the Management Committee

- 86 Subject to the provisions of these Articles, the Directors may regulate the proceedings of their meetings, as they think fit.
- 87 The Directors shall meet not fewer than 6 (six) times each year.
- 88 Unless otherwise determined by the Directors there shall be 3 representatives nominated by statutory bodies of whom 1 (one) shall be nominated by the local authority and 2 (two) by the community council ('Nominated Representatives') who shall be entitled to attend the meetings of Directors as Nominated Representatives, and who may be invited by the Directors to speak at such meetings, but who shall not be Directors and shall not have any right to vote as such. Nominated Representatives shall be nominated from time to time and replaced in accordance with Rules made by the Directors in accordance with Article 119.
- 89 Any Director may, and the Secretary shall, if requested by a Director, call a meeting of the Management Committee at a reasonable time and giving a reasonable period of notice. It shall not be necessary to give notice of a meeting to a Director who is absent from the United Kingdom.
- 90 The Secretary shall be bound, on the expiry of a period of 6 (six) weeks after receipt of a written application for membership complying with Articles 10 to 13, to call a meeting of the Management Committee if no meeting has been held during that period. Any meeting called by the Secretary under this Article shall be held not later than 7 (seven) days after the expiry of the 6 (six) week period.

- 91 The Directors may decide upon a quorum for the transaction of business at their meetings, provided that they shall not fix a number, which is less than one third of their number or 4 (four) Directors, whichever is the greater.
- 92 The Directors may act notwithstanding any vacancies in their number, but if the number of Directors is less than the number fixed as a quorum, the continuing
Directors may act only for the purposes of filling vacancies or calling a general meeting.
- 93 The Chairperson shall chair meetings of the Management Committee, but if the Chairperson is not present within 15 (fifteen) minutes after the time appointed for the commencement of the meeting, or if she or he is unwilling to act, the Vice- Chairperson shall chair the meeting. If the Vice-Chairperson is also not present within 15 (fifteen) minutes of the time appointed for the commencement of the meeting, or if she or he is also unwilling to act, the Directors present shall appoint one among their number to chair the meeting.
- 94 Questions arising at a meeting of the Management Committee shall be decided a majority of votes. Subject to Article 96 all Directors shall have one vote, but in the case of an equality of votes the Chairperson or whoever is chairing the meeting shall have a second or casting vote.
- 95 All acts done and all decisions made by the Management Committee, or by a subcommittee of the Directors shall be valid, notwithstanding that it afterwards be discovered that there was a defect in the appointment of any Director or that any of them were disqualified from holding office, or had vacated office or were not entitled to vote.
- 96 Except as otherwise provided for in these Articles, a Director shall not vote at a meeting of the Management Committee or at a sub-committee of the Directors on any resolution concerning a matter in which she or he has, directly or indirectly, an interest or duty which is material and which conflicts or may conflict with the interests of the Charity unless her or his interest or duty arises only because the case falls within either or both of the following:
- 96.1 the resolution relates to giving her or him a guarantee, security or indemnity in respect of money lent to, or any obligation incurred by her or him for the benefit of the Charity or any of its subsidiaries;
- 96.2 the resolution relates to giving to a third party a guarantee, security or indemnity in respect of an obligation of the Charity or any of its subsidiaries for which the Director has assumed responsibility in whole or part (and whether alone or jointly with others) under a guarantee or by the giving of security.
- 97 For the purpose of Article 96, an interest of a person who is, for any purpose of the Act (excluding and statutory modification not in force at the date of incorporation of the Charity), connected with a Director shall be treated as an interest of that Director.

- 98 A resolution in writing, signed by all the Directors entitled to receive notice of a Management Committee meeting or of a sub-committee of the Directors, shall be as valid and effective as if it had been passed at such a meeting or committee duly convened and held. Such a resolution may consist of several documents in the same form; each signed by one or more of the Directors.

Delegation to sub-committees of the Directors or to executive officers

- 99 Subject to Article 103 the Directors may appoint sub-committees for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the Directors would be more conveniently undertaken or carried out by a sub-committee: provided that:

- 99.1 a sub-committee shall include at least 2 (two) Directors, 1 (one) of whom shall preside over its meetings; and
- 99.2 a majority of other members of the sub-committee shall be members of the Charity; and
- 99.3 all acts and proceedings of any such sub-committees shall be fully and promptly reported to the Directors.

- 100 The Directors may delegate to the Chairperson or any other executive officer such powers and duties as it considers desirable or appropriate to be delegated to her or him: provided that all actions taken by the Chairperson or other executive officer under this provision shall be fully and promptly reported to the Directors.

- 101 Any delegation of powers by the Directors under Articles 99 and 100 may be made subject to such conditions as the Directors may impose, and the Directors may revoke or alter such conditions, as it thinks fit.

- 102 Subject to any condition imposed under Article 101, the proceedings of a subcommittee shall be governed by the Articles regulating the proceedings of meetings of the Directors so far as they are capable of applying.

- 103 Unless otherwise determined by ordinary or special resolution the following matters shall be excluded from delegation to any sub-committee or executive officer:

- 103.1 any introduction of a new policy or change in policy which is rightly the responsibility of the Management Committee or of another sub-committee or which would conflict with the declared policy of the Directors or of another sub-committee; and

- 103.2 any action or decision involving expenditure that is not in accordance with the financial regulations of the Charity; and

- 103.3 the appointment or dismissal of any employee of the Charity.

Secretary

- 104 Subject to the provisions of the Act, the Secretary shall be appointed by the Directors for such term, at such remuneration (if not a Director) and upon such conditions as they may think fit, and any Secretary so appointed may similarly be removed by the Directors.

Minutes

- 105 The Directors shall keep minutes in books kept for the purpose of:
105. all proceedings of general meetings of the Charity and of meetings
1 of the Management Committee and of any sub-committees of Directors, including the names of the Directors present at each meeting; and
105. all appointments of executive officers made by the Directors.
2

The Seal

- 106 The seal shall only be used by the Management Committee or by a sub-committee of the Directors, which has been duly authorised by to use it by the Directors.
- 107 The Directors may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a Director and by the Secretary or by a second Director.

Finances and accounts

- 108 Any bank account in which any part of the assets of the Charity is deposited shall be operated by the Directors and shall indicate the name of the Charity. All cheques and orders for the payment of money from such an account shall be signed by 2 (two) Directors.
- 109 The Charity shall cause accounting records to be kept in accordance with sections 221 to 223 (inclusive) of the Act.
- 110 The accounting records of the Charity shall be kept at the registered address of the Charity or, subject to section 222 of the Act, at such other place as the Charity thinks fit, and shall at all times be open to inspection by the officers of the Charity.
- 111 No member of the Charity shall have any right of inspecting any accounting records or other book or document of the Charity except as conferred by statute or as authorised by the Directors or by ordinary resolution of the Charity.

112 The Directors shall cause to be prepared and laid before the Charity in general meeting such accounts, balance sheets and financial reports as are required by the Act. A copy of every balance sheet which is to be laid before the Charity in general meeting, together with a copy of the auditor's report and the Charity's annual report shall be sent to all members of the Charity.

113 The Charity shall appoint auditors and regulate the duties of such auditors in accordance with Chapter V Part XI of the Act.

Annual report and annual return

114 The Directors shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that provision) with regard to the preparation of an annual report and an annual return and the transmission of such documents to the Charity Commissioners.

Notices

115 Any notice to be given to or by any person pursuant to these Articles shall be in writing. The Charity may give such notice to a member of the Charity or to a Director or to any other person entitled to receive such notice either personally or by sending it by post in a pre-paid envelope addressed to the person at her or his registered address or by leaving it at that address.

116 Proof that an envelope containing a notice was properly addressed, pre-paid and posted shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiry of 48 (forty-eight) hours after the envelope containing it was posted.

117 A member of the Charity or a Director present in person at any meeting of the Charity shall be deemed to have received notice of the meeting and, where necessary, of the purposes for which it was called.

Indemnity

118 Subject to the provisions of the Act but without prejudice to any indemnity to which a Director may otherwise be entitled, every Director or other officer or auditor of the Charity shall be indemnified out of the assets of the Charity against any loss or liability which she or he may sustain or incur in connection with the execution of the duties of her or his office, without prejudice to that generality, any liability incurred by her or him in defending any proceedings, whether civil or criminal, in which judgement is given in her or his favour or in which she or he is acquitted or in connection with any application in which relief is granted to her or him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Charity.

Rules

119 Subject to Article 121 the Directors may from time to time make rules or bye-laws as it may deem necessary or expedient or convenient for the proper management and conduct of the Charity and which regulate all such matters as are commonly the subject of company and charity rules.

- 120 Subject to Article 121 the Charity in general meeting shall have the power to alter, add to or repeal the rules or bye-laws of the Charity and the Directors shall adopt such means as they think sufficient to bring to the notice of all members of the Charity such rules or bye-laws, which shall be binding on all members of the Charity.
- 121 No rules or bye-laws may be made by the Directors or by the Charity in general meeting which would be inconsistent with the Act or with the Memorandum or Articles of the Charity and no resolution shall be made which would have the effect of repealing or making obsolete any provision contained within the Memorandum or Articles of the Charity.

2024/25 (Grant forecast – Actual)

Total Income:	-	-	25,000.00	-	-	-	-	-	-	-	-	-	25,000.00
Expenditure:													
Café Cook Wages	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	1,487.20	17,846.40
Oncosts	297.44	297.44	297.44	297.44	297.44	297.44	297.44	297.44	297.44	297.44	297.44	297.44	3,569.28
Happy Dayz Support	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	3,432.00
Oncosts	29.46	29.46	29.46	29.46	29.46	29.46	29.46	29.46	29.46	29.46	29.46	29.46	353.52
Resources	293.33	293.33	293.33	293.33	293.33	293.33	293.33	293.33	293.33	293.33	293.33	293.33	3,519.96
Total Expenditure:	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	2,393.43	28,721.16
ACTUALS	April	May	June	July	August	September	October	November	December	January	February	March	Total
Income:													
	-	-	-	25,000.00	-	-	-	-	-	-	-	-	25,000.00
Total Income:	-	-	-	25,000.00	-	-	-	-	-	-	-	-	25,000.00
Expenditure:													
Café Cook Wages	1,562.66	1,425.23	1,479.57	1,453.83	1,396.63	1,368.03	1,562.66	1,562.66	1,562.66	1,562.66	1,562.66	1,562.66	18,061.91
Oncosts	157.92	134.84	143.97	139.64	130.03	125.23	157.92	157.92	157.92	157.92	157.92	157.92	1,779.15
Happy Dayz Support	389.70	487.20	389.70	389.70	487.20	389.70	487.20	389.70	389.70	487.20	389.70	389.70	5,066.40
Resources	-	-	-	-	-	-	-	-	-	92.54	-	-	92.54
Total Expenditure:	2,110.28	2,047.27	2,013.24	1,983.17	2,013.86	1,882.96	2,207.78	2,110.28	2,110.28	2,300.32	2,110.28	2,110.28	25,000.00

2025/26 Forecast

Llanharan Community Development Pro

Period starting: 1/10/2024

Period ending: 31/10/2024

Date paid: 31/10/2024

Pay period: M7 Tax code: 2

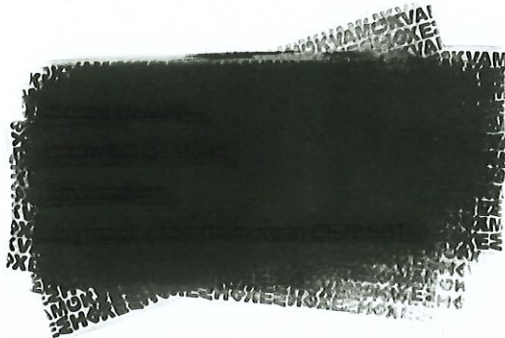
NI category: A NI number: 12 34 56 78 90

Employee ID: 1234567890

Gross earnings: £1,225.28

Taxable Earnings: £1,225.28

Net Payment: £1,126.68

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
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Wages and Earnings

Salary	1.00	£991.47	£991.48	£6,940.32
Overtime	17.25	£11.44	£197.34	£3,306.05
Holiday Pay	2.00	£11.44	£22.88	£411.07
Adjustment	52.25	£0.26	£13.58	£129.66
			£1,225.28	£10,787.10

Taxes

PAYE			£35.40	£689.80
			£35.40	£689.80

Deductions

National Insurance			£14.18	£276.07
Pension			£49.02	£431.52
			£63.20	£707.59

Employer Contributions

National Insurance			£64.48	£756.37
Pension			£36.76	£323.65
			£101.24	£1,080.02

Bank payments

Cash/Cheque	Cash/Cheque		This pay	
			£1,126.68	

Llanharan Community Development Pro

Period starting: 1/11/2024

Period ending: 30/11/2024

Date paid: 30/11/2024

Pay period: M8 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,793.45

Taxable Earnings: £1,793.45

Net Payment: £1,513.07

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£991.47	£991.47	£7,931.79
Overtime	61.50	£11.44	£703.56	£4,009.61
Holiday Pay	7.50	£11.44	£85.80	£496.87
Adjustment	48.55	£0.26	£12.62	£142.28
			£1,793.45	£12,580.55
Taxes				
PAYE			£149.00	£838.80
			£149.00	£838.80
Deductions				
National Insurance			£59.64	£335.71
Pension			£71.74	£503.26
			£131.38	£838.97
Employer Contributions				
National Insurance			£142.89	£899.26
Pension			£53.81	£377.46
			£196.70	£1,276.72
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,513.07	

Llanharan Community Development Pro

Period starting: 1/12/2024

Period ending: 31/12/2024

Date paid: 31/12/2024

Pay period: M9 Tax code: 1

NI category: A NI number: 123456789

Employee ID: 123456789

Gross earnings: £2,023.76

Taxable Earnings: £2,023.76

Net Payment: £1,669.74

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£991.47	£991.47	£8,923.26
Overtime	79.55	£11.44	£910.05	£4,919.66
Holiday Pay	9.75	£11.44	£111.54	£608.41
Adjustment	41.15	£0.26	£10.70	£152.98
			£2,023.76	£14,604.31
Taxes				
PAYE			£195.00	£1,033.80
			£195.00	£1,033.80
Deductions				
National Insurance			£78.06	£413.77
Pension			£80.96	£584.22
			£159.02	£997.99
Employer Contributions				
National Insurance			£174.67	£1,073.93
Pension			£60.72	£438.18
			£235.39	£1,512.11
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,669.74	

Llanharan Community Development Pro

Period starting: 1/01/2025

Period ending: 31/01/2025

Date paid: 31/01/2025

Pay period: M10 Tax code: 1A

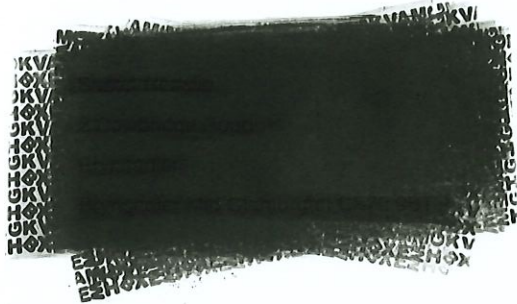
NI category: A NI number: 123456789

Employee ID: 123456789

Gross earnings: £1,640.50

Taxable Earnings: £1,640.50

Net Payment: £1,408.88

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£991.47	£991.47	£9,914.73
Overtime	48.96	£11.44	£560.10	£5,479.76
Holiday Pay	6.00	£11.44	£68.64	£677.05
Adjustment	78.03	£0.26	£20.29	£173.27
			£1,640.50	£16,244.81
Taxes				
PAYE			£118.60	£1,152.40
			£118.60	£1,152.40
Deductions				
National Insurance			£47.40	£461.17
Pension			£65.62	£649.84
			£113.02	£1,111.01
Employer Contributions				
National Insurance			£121.78	£1,195.71
Pension			£49.22	£487.40
			£171.00	£1,683.11
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,408.88	

Llanharan Community Development Pro

Period starting: 1/02/2025
Period ending: 28/02/2025
Date paid: 28/02/2025
Pay period: M11 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £2,061.84
Taxable Earnings: £2,061.84
Net Payment: £1,695.65

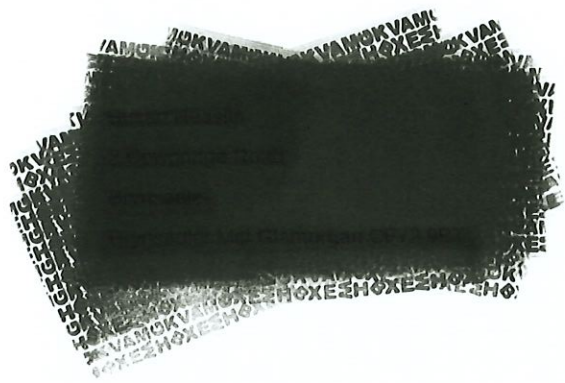
Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£991.47	£991.47	£10,906.20
Overtime	82.48	£11.44	£943.57	£6,423.33
Holiday Pay	10.00	£11.44	£114.40	£791.45
Adjustment	47.68	£0.26	£12.40	£185.67
			£2,061.84	£18,306.65
Taxes				
PAYE			£202.60	£1,355.00
			£202.60	£1,355.00
Deductions				
National Insurance			£81.11	£542.28
Pension			£82.48	£732.32
			£163.59	£1,274.60
Employer Contributions				
National Insurance			£179.93	£1,375.64
Pension			£61.86	£549.26
			£241.79	£1,924.90
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,695.65	

Llanharan Community Development Pro

Period starting: 1/03/2025
Period ending: 31/03/2025
Date paid: 31/03/2025
Pay period: M12 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,966.50
Taxable Earnings: £1,966.50
Net Payment: £1,630.56



Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£991.47	£991.47	£11,897.67
Overtime	74.80	£11.44	£855.71	£7,279.04
Holiday Pay	9.00	£11.44	£102.96	£894.41
Adjustment	62.92	£0.26	£16.36	£202.03
			£1,966.50	£20,273.15
Taxes				
PAYE			£183.80	£1,538.80
			£183.80	£1,538.80
Deductions				
National Insurance			£73.48	£615.76
Pension			£78.66	£810.98
			£152.14	£1,426.74
Employer Contributions				
National Insurance			£166.77	£1,542.41
Pension			£59.00	£608.26
			£225.77	£2,150.67
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,630.56	

Llanharan Community Development Pro

Period starting: 1/04/2024

Period ending: 30/04/2024

Date paid: 30/04/2024

Pay period: M1 Tax code:

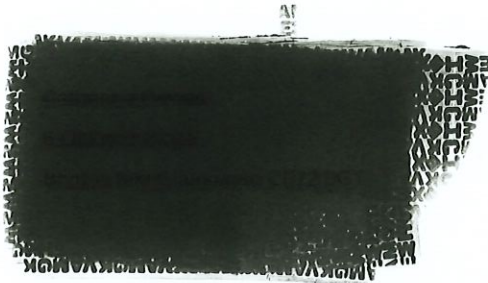
NI category: A NI number:

Employee ID:

Gross earnings: £1,562.66

Taxable Earnings: £1,562.66

Net Payment: £1,356.18

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
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Wages and Earnings

Salary	1.00	£1,239.33	£1,239.33	£1,239.33
Hourly Pay	23.50	£10.69	£251.22	£251.22
Holiday Pay	3.00	£10.69	£32.07	£37.79
Holiday Pay	0.50	£11.44	£5.72	
Overtime	3.00	£11.44	£34.32	£34.32
			£1,562.66	£1,562.66

Taxes

PAYE			£102.80	£102.80
			£102.80	£102.80

Deductions

National Insurance			£41.17	£41.17
Pension			£62.51	£62.51
			£103.68	£103.68

Employer Contributions

National Insurance			£111.04	£111.04
Pension			£46.88	£46.88
			£157.92	£157.92

Bank payments

Cash/cheque	Cash/cheque	This pay	£1,356.18
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Llanharan Community Development Pro

Period starting: 1/05/2024

Period ending: 31/05/2024

Date paid: 31/05/2024

Pay period: M2 Tax code:

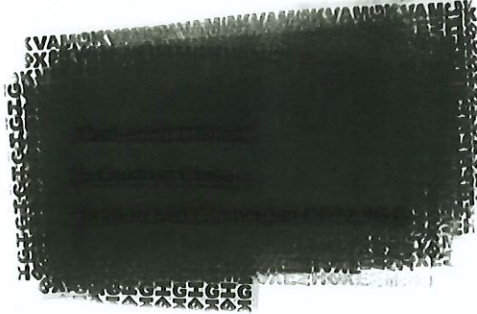
NI category: A NI number:

Employee ID:

Gross earnings: £1,425.23

Taxable Earnings: £1,425.23

Net Payment: £1,262.64

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,239.33	£1,239.33	£2,478.66
Overtime	14.50	£11.44	£165.88	£200.20
Holiday Pay	1.75	£11.44	£20.02	£57.81
Hourly Pay				£251.22
			£1,425.23	£2,987.89
Taxes				
PAYE			£75.40	£178.20
			£75.40	£178.20
Deductions				
National Insurance			£30.18	£71.35
Pension			£57.01	£119.52
			£87.19	£190.87
Employer Contributions				
National Insurance			£92.08	£203.12
Pension			£42.76	£89.64
			£134.84	£292.76
Bank payments			This pay	
Cash/cheque	Cash/cheque		£1,262.64	

Llanharan Community Development Pro

Period starting: 1/06/2024
Period ending: 30/06/2024
Date paid: 30/06/2024
Pay period: M3 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,479.57
Taxable Earnings: £1,479.57
Net Payment: £1,299.66

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,239.33	£1,239.33	£3,717.99
Overtime	18.75	£11.44	£214.50	£414.70
Holiday Pay	2.25	£11.44	£25.74	£83.55
Hourly Pay				£251.22
			£1,479.57	£4,467.46

Taxes

PAYE			£86.20	£264.40
			£86.20	£264.40

Deductions

National Insurance			£34.52	£105.87
Pension			£59.19	£178.71
			£93.71	£284.58

Employer Contributions

National Insurance			£99.58	£302.70
Pension			£44.39	£134.03
			£143.97	£436.73

Bank payments

		This pay
Cash/cheque	Cash/cheque	£1,299.66

Llanharan Community Development Pro

Period starting: 1/07/2024

Period ending: 31/07/2024

Date paid: 31/07/2024

Pay period: M4 Tax code: 1

NI category: A NI number: 123456789

Employee ID: 123456789

Gross earnings: £1,453.83

Taxable Earnings: £1,453.83

Net Payment: £1,282.00

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,239.33	£1,239.33	£4,957.32
Overtime	16.75	£11.44	£191.62	£606.32
Holiday Pay	2.00	£11.44	£22.88	£106.43
Hourly Pay				£251.22
			£1,453.83	£5,921.29

Taxes

PAYE			£81.20	£345.60
			£81.20	£345.60

Deductions

National Insurance			£32.47	£138.34
Pension			£58.16	£236.87
			£90.63	£375.21

Employer Contributions

National Insurance			£96.02	£398.72
Pension			£43.62	£177.65
			£139.64	£576.37

Bank payments

		This pay
Cash/cheque	Cash/cheque	£1,282.00

Llanharan Community Development Pro

Period starting: 1/08/2024

Period ending: 31/08/2024

Date paid: 31/08/2024

Pay period: M5 Tax code: 1

NI category: A NI number: 123456789

Employee ID: 123456789

Gross earnings: £1,396.63

Taxable Earnings: £1,396.63

Net Payment: £1,243.27

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,239.33	£1,239.33	£6,196.65
Overtime	12.25	£11.44	£140.14	£746.46
Holiday Pay	1.50	£11.44	£17.16	£123.59
Hourly Pay				£251.22
			£1,396.63	£7,317.92

Taxes

PAYE			£69.60	£415.20
			£69.60	£415.20

Deductions

National Insurance			£27.89	£166.23
Pension			£55.87	£292.74
			£83.76	£458.97

Employer Contributions

National Insurance			£88.13	£486.85
Pension			£41.90	£219.55
			£130.03	£706.40

Bank payments

		This pay
Cash/cheque	Cash/cheque	£1,243.27

Llanharan Community Development Pro

Period starting: 1/09/2024

Period ending: 30/09/2024

Date paid: 30/09/2024

Pay period: M6 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,368.03

Taxable Earnings: £1,368.03

Net Payment: £1,223.70

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,239.33	£1,239.33	£7,435.98
Overtime	10.00	£11.44	£114.40	£860.86
Holiday Pay	1.25	£11.44	£14.30	£137.89
Hourly Pay				£251.22
			£1,368.03	£8,685.95

Taxes

PAYE			£64.00	£479.20
			£64.00	£479.20

Deductions

National Insurance			£25.60	£191.83
Pension			£54.73	£347.47
			£80.33	£539.30

Employer Contributions

National Insurance			£84.18	£571.03
Pension			£41.05	£260.60
			£125.23	£831.63

Bank payments

		This pay
Cash/cheque	Cash/cheque	£1,223.70

Period starting:	1/10/2024		
Period ending:	31/10/2024		
Date paid:	31/10/2024		
Pay period:	M7	Tax code:	
NI category: A	NI number:		
Employee ID:			

Gross earnings:	£1,115.40
Taxable Earnings:	£1,058.20
Net Payment:	£1,008.48
Employment ended:	25/10/2024

Hourly Pay	97.50	£11.44	£1,115.40	£1,366.62
Holiday Pay				£137.89
Overtime				£860.86
Salary				£7,435.98
			£1,115.40	£9,801.35

Holiday Pay Deduction	£57.20	£57.20
	£57.20	£57.20

PAYE	£2.00	£481.20
	£2.00	£481.20

National Insurance	£5.39	£197.22
Pension	£42.33	£389.80
	£47.72	£587.02

National Insurance	£49.32	£620.35
Pension	£31.75	£292.35
	£81.07	£912.70

Cash/cheque	Cash/cheque	£1,008.48
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Llanharan Community Development Pro

Period starting: 1/04/2024

Period ending: 30/04/2024

Date paid: 30/04/2024

Pay period: M1 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,659.48

Taxable Earnings: £1,659.48

Net Payment: £1,421.98

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,092.00	£1,091.99	£1,091.99
Overtime	37.50	£12.60	£472.50	£504.90
Overtime	2.75	£11.78	£32.40	
Holiday Pay	4.50	£12.60	£56.70	£62.59
Holiday Pay	0.50	£11.78	£5.89	
			£1,659.48	£1,659.48

Taxes

PAYE			£122.20	£122.20
			£122.20	£122.20

Deductions

National Insurance			£48.92	£48.92
Pension			£66.38	£66.38
			£115.30	£115.30

Employer Contributions

National Insurance			£124.40	£124.40
Pension			£49.79	£49.79
			£174.19	£174.19

Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,421.98

Llanharan Community Development Pro

Period starting: 1/05/2024
Period ending: 31/05/2024
Date paid: 31/05/2024
Pay period: M2 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,882.65
Taxable Earnings: £1,882.65
Net Payment: £1,573.77

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£2,183.99
Overtime	56.00	£12.60	£705.60	£1,210.50
Holiday Pay	6.75	£12.60	£85.05	£147.64
			£1,882.65	£3,542.13
Taxes				
PAYE			£166.80	£289.00
			£166.80	£289.00
Deductions				
National Insurance			£66.77	£115.69
Pension			£75.31	£141.69
			£142.08	£257.38
Employer Contributions				
National Insurance			£155.20	£279.60
Pension			£56.48	£106.27
			£211.68	£385.87
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,573.77	

Llanharan Community Development Pro

Period starting: 1/06/2024

Period ending: 30/06/2024

Date paid: 30/06/2024

Pay period: M3 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,923.60

Taxable Earnings: £1,923.60

Net Payment: £1,601.60

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,092.00	£1,092.00	£3,275.99
Overtime	58.75	£12.60	£740.25	£1,950.75
Holiday Pay	7.25	£12.60	£91.35	£238.99
			£1,923.60	£5,465.73

Taxes

PAYE			£175.00	£464.00
			£175.00	£464.00

Deductions

National Insurance			£70.05	£185.74
Pension			£76.95	£218.64
			£147.00	£404.38




Employer Contributions

National Insurance			£160.85	£440.45
Pension			£57.71	£163.98
			£218.56	£604.43

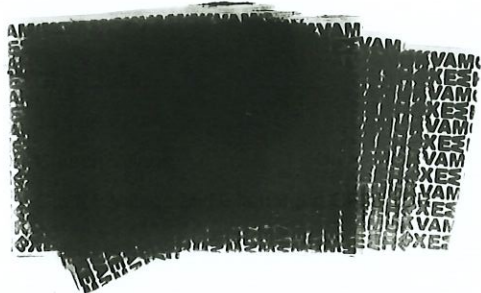
Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,601.60

Llanharan Community Development Pro




Period starting: 1/07/2024
Period ending: 31/07/2024
Date paid: 31/07/2024
Pay period: M4 Tax code: 
NI category: A NI number: 
Employee ID: 

Gross earnings: £1,819.65
Taxable Earnings: £1,819.65
Net Payment: £1,530.73

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£4,367.99
Overtime	51.50	£12.60	£648.90	£2,599.65
Holiday Pay	6.25	£12.60	£78.75	£317.74
			£1,819.65	£7,285.38
Taxes				
PAYE			£154.40	£618.40
			£154.40	£618.40
Deductions				
National Insurance			£61.73	£247.47
Pension			£72.79	£291.43
			£134.52	£538.90
Employer Contributions				
National Insurance			£146.51	£586.96
Pension			£54.59	£218.57
			£201.10	£805.53
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,530.73	

Llanharan Community Development Pro

Period starting: 1/08/2024
Period ending: 31/08/2024
Date paid: 31/08/2024
Pay period: M5 Tax code: 
NI category: A NI number: 
Employee ID: 

Gross earnings: £2,210.25
Taxable Earnings: £2,210.25
Net Payment: £1,785.46

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,092.00	£1,092.00	£5,459.99
Overtime	79.25	£12.60	£998.55	£3,598.20
Holiday Pay	9.50	£12.60	£119.70	£437.44
			£2,210.25	£9,495.63

Taxes

PAYE			£232.40	£850.80
			£232.40	£850.80

Deductions

National Insurance			£92.98	£340.45
Pension			£88.41	£379.84
Student Loan			£11.00	£11.00
			£192.39	£731.29

Employer Contributions

National Insurance			£200.41	£787.37
Pension			£66.31	£284.88
			£266.72	£1,072.25

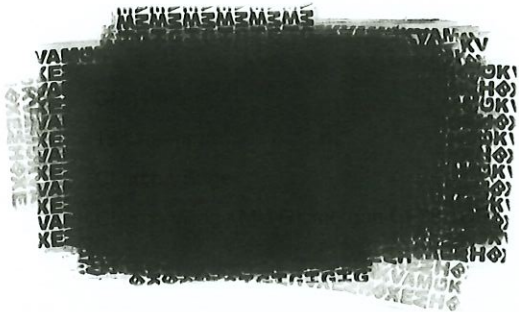
Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,785.46

Llanharan Community Development Pro

Period starting: 1/09/2024
Period ending: 30/09/2024
Date paid: 30/09/2024
Pay period: M6 Tax code: 1A
NI category: A NI number: 123456789
Employee ID: 123456789

Gross earnings: £1,564.50
Taxable Earnings: £1,564.50
Net Payment: £1,357.40

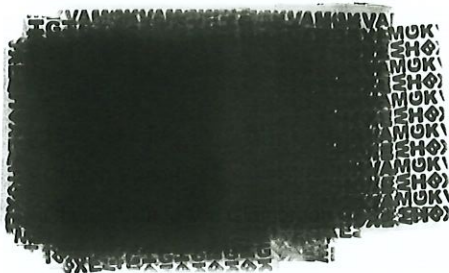


Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£6,551.99
Overtime	33.50	£12.60	£422.10	£4,020.30
Holiday Pay	4.00	£12.60	£50.40	£487.84
			£1,564.50	£11,060.13
Taxes				
PAYE			£103.20	£954.00
			£103.20	£954.00
Deductions				
National Insurance			£41.32	£381.77
Pension			£62.58	£442.42
Student Loan			£0.00	£11.00
			£103.90	£835.19
Employer Contributions				
National Insurance			£111.30	£898.67
Pension			£46.94	£331.82
			£158.24	£1,230.49
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,357.40	

Llanharan Community Development Pro

Period starting: 1/10/2024
Period ending: 31/10/2024
Date paid: 31/10/2024
Pay period: M7 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,589.70
Taxable Earnings: £1,589.70
Net Payment: £1,374.37



Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£7,643.99
Overtime	35.25	£12.60	£444.15	£4,464.45
Holiday Pay	4.25	£12.60	£53.55	£541.39
			£1,589.70	£12,649.83
Taxes				
PAYE			£108.40	£1,062.40
			£108.40	£1,062.40
Deductions				
National Insurance			£43.34	£425.11
Pension			£63.59	£506.01
Student Loan			£0.00	£11.00
			£106.93	£942.12
Employer Contributions				
National Insurance			£114.77	£1,013.44
Pension			£47.70	£379.52
			£162.47	£1,392.96
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,374.37	

Llanharan Community Development Pro

Period starting: 1/11/2024

Period ending: 30/11/2024

Date paid: 30/11/2024

Pay period: M8 Tax code: 1

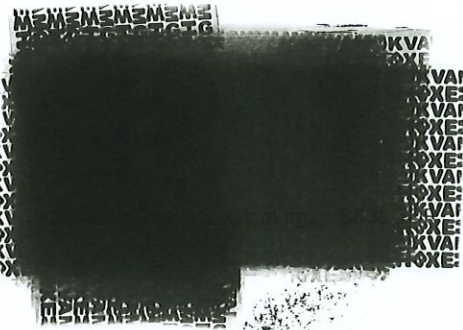
NI category: A NI number: 1

Employee ID: 1

Gross earnings: £1,974.00

Taxable Earnings: £1,974.00

Net Payment: £1,635.96

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£8,735.99
Overtime	62.50	£12.60	£787.50	£5,251.95
Holiday Pay	7.50	£12.60	£94.50	£635.89
			£1,974.00	£14,623.83
Taxes				
PAYE			£185.00	£1,247.40
			£185.00	£1,247.40
Deductions				
National Insurance			£74.08	£499.19
Pension			£78.96	£584.97
Student Loan			£0.00	£11.00
			£153.04	£1,095.16
Employer Contributions				
National Insurance			£167.81	£1,181.25
Pension			£59.22	£438.74
			£227.03	£1,619.99
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,635.96	

Llanharan Community Development Pro

Period starting: 1/12/2024

Period ending: 31/12/2024

Date paid: 31/12/2024

Pay period: M9 Tax code:

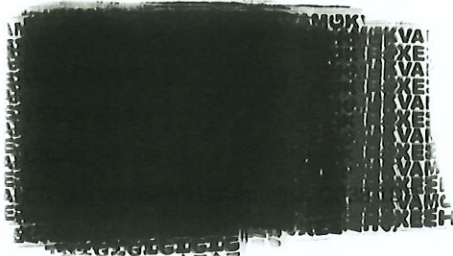
NI category: A NI number:

Employee ID:

Gross earnings: £2,055.90

Taxable Earnings: £2,055.90

Net Payment: £1,691.43

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£9,827.99
Overtime	68.25	£12.60	£859.95	£6,111.90
Holiday Pay	8.25	£12.60	£103.95	£739.84
			£2,055.90	£16,679.73
Taxes				
PAYE			£201.60	£1,449.00
			£201.60	£1,449.00
Deductions				
National Insurance			£80.63	£579.82
Pension			£82.24	£667.21
Student Loan			£0.00	£11.00
			£162.87	£1,258.03
Employer Contributions				
National Insurance			£179.11	£1,360.36
Pension			£61.68	£500.42
			£240.79	£1,860.78
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,691.43	

Llanharan Community Development Pro

Period starting: 1/01/2025

Period ending: 31/01/2025

Date paid: 31/01/2025

Pay period: M10 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,740.90

Taxable Earnings: £1,740.90

Net Payment: £1,477.23

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,092.00	£1,092.00	£10,919.99
Overtime	46.00	£12.60	£579.60	£6,691.50
Holiday Pay	5.50	£12.60	£69.30	£809.14
			£1,740.90	£18,420.63

Taxes

PAYE			£138.60	£1,587.60
			£138.60	£1,587.60

Deductions

National Insurance			£55.43	£635.25
Pension			£69.64	£736.85
Student Loan			£0.00	£11.00
			£125.07	£1,383.10

Employer Contributions

National Insurance			£135.64	£1,496.00
Pension			£52.23	£552.65
			£187.87	£2,048.65

Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,477.23

Llanharan Community Development Pro

Period starting: 1/02/2025
Period ending: 28/02/2025
Date paid: 28/02/2025
Pay period: M11 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,824.10
Taxable Earnings: £1,824.10
Net Payment: £1,534.04

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£12,011.99
Hourly Pay	28.50	£12.60	£359.10	£650.82
Hourly Pay	25.50	£11.44	£291.72	
Holiday Pay	3.50	£12.60	£44.10	£890.42
Holiday Pay	3.25	£11.44	£37.18	
Overtime				£6,691.50
			£1,824.10	£20,244.73
Taxes				
PAYE			£155.00	£1,742.60
			£155.00	£1,742.60
Deductions				
National Insurance			£62.09	£697.34
Pension			£72.97	£809.82
Student Loan			£0.00	£11.00
			£135.06	£1,518.16
Employer Contributions				
National Insurance			£147.12	£1,643.12
Pension			£54.73	£607.38
			£201.85	£2,250.50
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,534.04	

Llanharan Community Development Pro

Period starting: 1/03/2025
Period ending: 31/03/2025
Date paid: 31/03/2025
Pay period: M12 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,857.45
Taxable Earnings: £1,857.45
Net Payment: £1,556.39

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,092.00	£1,092.00	£13,103.99
Overtime	60.75	£12.60	£765.45	£7,456.95
Holiday Pay				£890.42
Hourly Pay				£650.82
			£1,857.45	£22,102.18
Taxes				
PAYE			£162.00	£1,904.60
			£162.00	£1,904.60
Deductions				
National Insurance			£64.76	£762.10
Pension			£74.30	£884.12
Student Loan			£0.00	£11.00
			£139.06	£1,657.22
Employer Contributions				
National Insurance			£151.72	£1,794.84
Pension			£55.73	£663.11
			£207.45	£2,457.95
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,556.39	

Llanharan Community Development Pro

Period starting: 1/04/2024
Period ending: 30/04/2024
Date paid: 30/04/2024
Pay period: M1 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,357.08
Taxable Earnings: £1,357.08
Net Payment: £1,216.46

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.91	£1,181.91
Overtime	9.25	£12.72	£117.66	£153.33
Overtime	3.00	£11.89	£35.67	
Holiday Pay	1.25	£12.72	£15.90	£21.84
Holiday Pay	0.50	£11.89	£5.94	
			£1,357.08	£1,357.08
Taxes				
PAYE			£61.60	£61.60
			£61.60	£61.60
Deductions				
National Insurance			£24.73	£24.73
Pension			£54.29	£54.29
			£79.02	£79.02
Employer Contributions				
National Insurance			£82.67	£82.67
Pension			£40.72	£40.72
			£123.39	£123.39
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,216.46	

Llanharan Community Development Pro

Period starting: 1/05/2024
Period ending: 31/05/2024
Date paid: 31/05/2024
Pay period: M2 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,356.80
Taxable Earnings: £1,356.80
Net Payment: £1,216.02



Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£2,363.81
Overtime	12.25	£12.72	£155.82	£309.15
Holiday Pay	1.50	£12.72	£19.08	£40.92
			£1,356.80	£2,713.88
Taxes				
PAYE			£61.80	£123.40
			£61.80	£123.40
Deductions				
National Insurance			£24.70	£49.43
Pension			£54.28	£108.57
			£78.98	£158.00
Employer Contributions				
National Insurance			£82.63	£165.30
Pension			£40.71	£81.43
			£123.34	£246.73

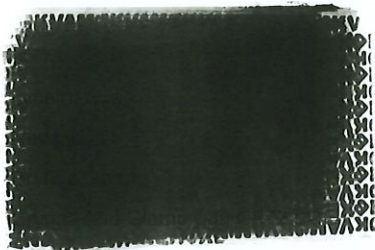
Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,216.02

Llanharan Community Development Pro

Period starting: 1/06/2024
Period ending: 30/06/2024
Date paid: 30/06/2024
Pay period: M3 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,585.76
Taxable Earnings: £1,585.76
Net Payment: £1,371.90



Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£3,545.71
Overtime	28.25	£12.72	£359.34	£668.49
Holiday Pay	3.50	£12.72	£44.52	£85.44
			£1,585.76	£4,299.64
Taxes				
PAYE			£107.40	£230.80
			£107.40	£230.80
Deductions				
National Insurance			£43.02	£92.45
Pension			£63.44	£172.01
			£106.46	£264.46
Employer Contributions				
National Insurance			£114.23	£279.53
Pension			£47.58	£129.01
			£161.81	£408.54
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,371.90	

Llanharan Community Development Pro

Period starting: 1/07/2024

Period ending: 31/07/2024

Date paid: 31/07/2024

Pay period: M4 Tax code:

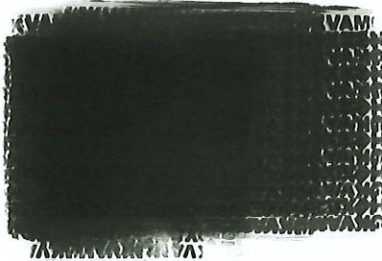
NI category: A NI number:

Employee ID:

Gross earnings: £1,496.72

Taxable Earnings: £1,496.72

Net Payment: £1,311.15

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
--	-------------	------	----------	--------------

Wages and Earnings

Salary	1.00	£1,181.90	£1,181.90	£4,727.61
Overtime	22.00	£12.72	£279.84	£948.33
Holiday Pay	2.75	£12.72	£34.98	£120.42
			£1,496.72	£5,796.36

Taxes

PAYE			£89.80	£320.60
			£89.80	£320.60

Deductions

National Insurance			£35.90	£128.35
Pension			£59.87	£231.88
			£95.77	£360.23

Employer Contributions

National Insurance			£101.94	£381.47
Pension			£44.91	£173.92
			£146.85	£555.39

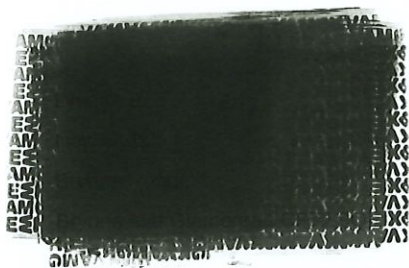
Bank payments

			This pay	
Cash/Cheque	Cash/cheque		£1,311.15	

Llanharan Community Development Pro

Period starting: 1/08/2024
Period ending: 31/08/2024
Date paid: 31/08/2024
Pay period: M5 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,181.90
Taxable Earnings: £1,181.90
Net Payment: £1,097.31



Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£5,909.51
Holiday Pay				£120.42
Overtime				£948.33
			£1,181.90	£6,978.26
Taxes				
PAYE			£26.60	£347.20
			£26.60	£347.20
Deductions				
National Insurance			£10.71	£139.06
Pension			£47.28	£279.16
			£57.99	£418.22
Employer Contributions				
National Insurance			£58.50	£439.97
Pension			£35.46	£209.38
			£93.96	£649.35
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,097.31	

Llanharan Community Development Pro

Period starting: 1/09/2024
Period ending: 30/09/2024
Date paid: 30/09/2024
Pay period: M6 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,385.42
Taxable Earnings: £1,385.42
Net Payment: £1,235.41

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£7,091.41
Overtime	14.25	£12.72	£181.26	£1,129.59
Holiday Pay	1.75	£12.72	£22.26	£142.68
			£1,385.42	£8,363.68
Taxes				
PAYE			£67.60	£414.80
			£67.60	£414.80
Deductions				
National Insurance			£26.99	£166.05
Pension			£55.42	£334.58
			£82.41	£500.63
Employer Contributions				
National Insurance			£86.58	£526.55
Pension			£41.57	£250.95
			£128.15	£777.50
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,235.41	

Llanharan Community Development Pro

Period starting: 1/10/2024

Period ending: 31/10/2024

Date paid: 31/10/2024

Pay period: M7 Tax code:

NI category: A NI number:

Employee ID:

Gross earnings: £1,544.42

Taxable Earnings: £1,544.42

Net Payment: £1,343.73

Pay slip components


	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£8,273.31
Overtime	25.25	£12.72	£321.18	£1,450.77
Holiday Pay	3.25	£12.72	£41.34	£184.02
			£1,544.42	£9,908.10
Taxes				
PAYE			£99.20	£514.00
			£99.20	£514.00
Deductions				
National Insurance			£39.71	£205.76
Pension			£61.78	£396.36
			£101.49	£602.12
Employer Contributions				
National Insurance			£108.52	£635.07
Pension			£46.34	£297.29
			£154.86	£932.36
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,343.73	

Llanharan Community Development Pro

Period starting: 1/11/2024

Period ending: 30/11/2024

Date paid: 30/11/2024

Pay period: M8 Tax code: NI category: A NI number: Employee ID: 

Gross earnings: £1,364.43

Taxable Earnings: £1,364.43

Net Payment: £1,221.34

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£9,455.21
Overtime	12.85	£12.72	£163.45	£1,614.22
Holiday Pay	1.50	£12.72	£19.08	£203.10
			£1,364.43	£11,272.53
Taxes				
PAYE			£63.20	£577.20
			£63.20	£577.20
Deductions				
National Insurance			£25.31	£231.07
Pension			£54.58	£450.94
			£79.89	£682.01
Employer Contributions				
National Insurance			£83.69	£718.76
Pension			£40.94	£338.23
			£124.63	£1,056.99
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,221.34	

Llanharan Community Development Pro

Period starting: 1/12/2024

Period ending: 31/12/2024

Date paid: 31/12/2024

Pay period: M9 Tax code: 1D7

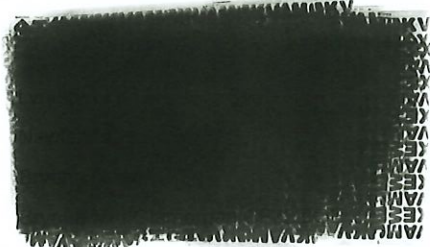
NI category: A NI number: 123456789

Employee ID: 123456789

Gross earnings: £1,471.28

Taxable Earnings: £1,471.28

Net Payment: £1,293.96

**Pay slip components**

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£10,637.11
Overtime	20.25	£12.72	£257.58	£1,871.80
Holiday Pay	2.50	£12.72	£31.80	£234.90
			£1,471.28	£12,743.81
Taxes				
PAYE			£84.60	£661.80
			£84.60	£661.80
Deductions				
National Insurance			£33.86	£264.93
Pension			£58.86	£509.80
			£92.72	£774.73
Employer Contributions				
National Insurance			£98.43	£817.19
Pension			£44.14	£382.37
			£142.57	£1,199.56
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,293.96	

Llanharan Community Development Pro

Period starting: 1/01/2025
Period ending: 31/01/2025
Date paid: 31/01/2025
Pay period: M10 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,386.44
Taxable Earnings: £1,386.44
Net Payment: £1,236.31

Pay slip components**Wages and Earnings**

	Hours/units	Rate	This pay	Year to date
Salary	1.00	£1,181.90	£1,181.90	£11,819.01
Overtime	14.33	£12.72	£182.28	£2,054.08
Holiday Pay	1.75	£12.72	£22.26	£257.16
			£1,386.44	£14,130.25

Taxes

PAYE			£67.60	£729.40
			£67.60	£729.40

Deductions

National Insurance			£27.07	£292.00
Pension			£55.46	£565.26
			£82.53	£857.26




Employer Contributions

National Insurance			£86.72	£903.91
Pension			£41.60	£423.97
			£128.32	£1,327.88

Bank payments

		This pay
Cash/Cheque	Cash/cheque	£1,236.31

Llanharan Community Development Pro

Period starting: 1/02/2025
Period ending: 28/02/2025
Date paid: 28/02/2025
Pay period: M11 Tax code: 
NI category: A NI number: 
Employee ID: 

Gross earnings: £1,519.11
Taxable Earnings: £1,519.11
Net Payment: £1,326.45

Pay slip components	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£13,000.91
Overtime	23.51	£12.72	£299.05	£2,353.13
Holiday Pay	3.00	£12.72	£38.16	£295.32
			£1,519.11	£15,649.36
Taxes				
PAYE			£94.20	£823.60
			£94.20	£823.60
Deductions				
National Insurance			£37.69	£329.69
Pension			£60.77	£626.03
			£98.46	£955.72
Employer Contributions				
National Insurance			£105.03	£1,008.94
Pension			£45.58	£469.55
			£150.61	£1,478.49
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,326.45	

Llanharan Community Development Pro

Period starting: 1/03/2025
Period ending: 31/03/2025
Date paid: 31/03/2025
Pay period: M12 Tax code:
NI category: A NI number:
Employee ID:

Gross earnings: £1,570.62
Taxable Earnings: £1,570.62
Net Payment: £1,361.58

Pay slip components

	Hours/units	Rate	This pay	Year to date
Wages and Earnings				
Salary	1.00	£1,181.90	£1,181.90	£14,182.81
Overtime	27.31	£12.72	£347.38	£2,700.51
Holiday Pay	3.25	£12.72	£41.34	£336.66
			£1,570.62	£17,219.98
Taxes				
PAYE			£104.40	£928.00
			£104.40	£928.00
Deductions				
National Insurance			£41.81	£371.50
Pension			£62.83	£688.86
			£104.64	£1,060.36
Employer Contributions				
National Insurance			£112.14	£1,121.08
Pension			£47.12	£516.67
			£159.26	£1,637.75
Bank payments			This pay	
Cash/Cheque	Cash/cheque		£1,361.58	

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FLORA PLNT B+T UNSLT	£1.65
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Description	Qty	Total £	
275963-FLEXILOOP BAG - REG	1	0.20	
342282-2PK WHITE PAPER TABLE	5	6.45	
342777-18CM WHITE P/PLATE 25	4	3.96	
327692-BULB LED CANDLE E14 W	1	1.79	
327692-BULB LED CANDLE E14 W	1	1.79	
190927-CAD CREME EGG 40G @	2	1.38	
277553-PROMO VOUCHER	1	0	
Total Item(s) Sold	15	15.57	
Less Promotion Discount		-2.89	
Total To Pay	- £12.00	£12.68	
Tender Amount	Card	£12.68	
	VISA *****1816		
Promotion Details	Qty	Discount	
Creame Egg 2 for 99p	2	-0.39	
Promo Voucher £2.50 Off Nationa	14	-2.50	
VAT Rate	Sale Amount	VAT Amount	Net Sales
20.00%	12.68	2.11	10.57
Total	12.68	2.11	10.57



001010041766R

£10.68

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Date 21/12/2024

No. 061

Received from Jolene Allen
3 Fairy Wills Books
2 Cups & Sauces
the sum of £10.00
from 1 Lashan Comm
£ Shop Elons

Company Registration No: 03226397

Registered Charity No: 1064957

**LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LIMITED**

(A COMPANY LIMITED BY GUARANTEE)

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2023

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED

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LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31 JULY 2023

Company Registration number	03226397	
Registered charity number	1064957	
Registered office	23a Bridgend Road Llanharan Pontyclun Rhondda Cynon Taf CF72 9RD	
Directors and Management Committee Members	Mr D Russell Mrs J Hawkshaw Mr G Hopkins Mr G Butler Miss S Turton Dr B Hallingberg Mr SW Russell Miss BL Thomas Mrs J Hardy	Chairperson Treasurer (appointed 21 November 2022) (appointed 22 November 2022)
Company Secretary	Miss S Turton	
Co-ordinator/Manager	Mrs K Evans	
Bankers	HSBC plc 61 High Street Cowbridge South Glamorgan CF71 7YJ	
Reporting accountants	Williams Ross Limited 4 Ynys Bridge Court Gwaelod Y Garth Cardiff CF15 9SS	

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
REPORT OF THE MANAGEMENT COMMITTEE (continued)
YEAR ENDED 31 JULY 2023

The Trustees present their annual report and financial statements for the year ended 31 July 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes and the trust deed.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee and was incorporated on 18 July 1996. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable status

The company was granted charitable status on 21 October 1997.

Principal activity and public benefit statement

The principal activity of the company is to relieve poverty, advance education and provide facilities for recreation and leisure time occupation in particular within the community of Llanharan and with particular regard to such persons who are unemployed or are suffering the consequences of economic disadvantage. The company benefits the public by provision of training and resources through such charitable means as may be deemed appropriate in order to contribute to the development of the area both economically and socially.

Directors and their interests

The directors of the company are listed on page 1 of these accounts. None of these directors held any shares as the company is limited by guarantee. The directors give their time freely and receive no financial benefits other than the payment of expenses.

Recruitment of Directors / Trustees

Full membership of the Charity is open to any person who lives or works in Llanharan or the immediately surrounding area. Directors are appointed in accordance with the Charity's Articles of Association at the AGM, with at least two thirds of the directors being full members of the Charity.

Advertisements are placed in local free newspapers, magazines and in shops and the Drop-In Centre to widen the recruitment opportunities.

Overall aims

Llanharan Community Development Project Limited seeks:

- To identify and address the needs of the people within Llanharan, Brynna and Bryncae and in so doing, to create a stronger sense of community throughout the area.
- To maintain a not-for-profit company and charity to provide training, employment, social and recreational services that meet identified needs.
- To develop effective working partnerships with a range of relevant organisations to achieve our aims.
- To strengthen the management committee board by identifying strengths and applicable skills of individuals whom are keen to sit at a governance level.
- To extend our services wider, where possible within the community to support the needs of local residents.

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
REPORT OF THE MANAGEMENT COMMITTEE (continued)
YEAR ENDED 31 JULY 2023

Activities and achievements

LCDP has continued to be a well respected hub in the heart of the community supporting all ages, offering much needed public services, meeting individual and group needs working collaboratively and creatively with many partners, creating new networks achieving agreed outcomes.

LCDP will continue to refurbish and make building repairs where necessary to improve the centre's facilities, as the organisation has outgrown the facility and require extension to be able to meet the needs and demands of the growing community.

LCDP continue to self-evaluate our provisions to maintain the quality standard of service we provide along with CPD in all areas of training needed to enhance the staff and volunteer's development in line with regulatory requirements. LCDP continue to provide After-school provision to enable parents to have affordable childcare options as well as Open Access play provision term time and during the holidays.

LCDP have increased adult community services where we support mental health & wellbeing of community members offering information and advice sessions and activities. We continue to be an approved hub for social prescribing which in turn has supported LCDP to promote our services and continue to work closely with Cwm Taff Health Board and Interlink Wellbeing team, meeting local authority priorities linked to the future generation & wellbeing act in Wales.

LCDP continue to adhere to CIW regulations to support affordable childcare options within Brynna, Bryncae & Llanharan.

LCDP Play Tots continue to be registered as an ESTYN provider which allows more families to access free childcare inline with education standards. LCDP has also become a Flying Start provider engaging with RCT Resilient families team offering support to families working collaboratively within a multi agency framework

Plans for future periods

The management committee continue to monitor risks, both external and internal, to which the charity is exposed. LCDP secured an additional asset, by purchasing land adjacent to the LCDP property with a view to apply for funding over two years to redevelop the land to expand our current facilities a community hub making space for all services offered by LCDP all year round. LCDP board of Trustees appreciate the risk of the mortgage loan but feel the opportunity is in the best interest of the organisation's growth and future long-

Accounting, monitoring and reporting procedures are in place and have been improved and will be reviewed periodically to ensure that they still meet the needs of the Project.

Financial / staff review

Our staff are employed part time and full time. LCDP staff that are dually qualified, this is the most effective and flexible way of meeting the service needs to ensure the effective running of the services we provide.

There was an operating surplus for the year under review of £11,617, i.e. an excess of income over expenditure (2022 - surplus of £1,952).

LCDP strive to continue to thrive in the next financial year developing and extending the organisations infrastructure planning to expand building space working with a number of partners to increase the organisations capacity to offer additional spaces to families meeting the high demand for local affordable

Our main sources of income are from our social enterprises, service level agreements and commissioned services with the local authority. We still endeavour to secure long-term funding to become further sustainable. LCDP continue to maintain current and new SLA's for youth provision, Playscheme and Care 2

Risk Management

The management committee continues to monitor risks, both external and internal, to which the charity is exposed. Accounting, monitoring and reporting procedures are in place, but will be reviewed periodically to ensure that they still meet the needs of the Project.

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
REPORT OF THE MANAGEMENT COMMITTEE (continued)
YEAR ENDED 31 JULY 2023

Risk Management (continued)

Future viability of the charity in terms of continued recruitment of trustees and volunteers to replace those retiring has been addressed successfully during this year and continues to be a priority.

Reserves policy

The Reserves Policy of LCDP is that a prudent level of reserves is maintained consistent with the delivery of planned services for the next financial year.

Investment Policy

The directors may invest any funds not immediately required for the furtherance of the Charity's objectives in such investments, securities and property as they see fit.

Responsibilities of the Management Committee

The Management Committee (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Management Committee are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and that enable them to ensure that the financial statements comply with the Companies Act 2006. The Management Committee are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Management Committee are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Board on 26/4/2024 and signed on its behalf by

S Russell

Mr SW Russell

Director

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED

INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED

I report on the accounts of the Charity for the year ended 31 July 2023, which are set out on pages 6 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 145 of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in the UK and Republic of Ireland preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) issued on 16 July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Owen Morris
for and on behalf of
Williams Ross Limited
Chartered Accountants
4 Ynys Bridge Court
Gwaelod Y Garth
Cardiff
CF15 9SS


.....
Date

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 JULY 2023

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
INCOME					
Grants	2a	35,478	12,540	48,018	16,957
Charitable activities	2b	858	397,993	398,851	379,303
Investment income	2c	-	519	519	8
Other income	2d	1,138	132,016	133,154	123,009
Total income		<u>37,474</u>	<u>543,068</u>	<u>580,542</u>	<u>519,277</u>
EXPENDITURE					
Expenditure on charitable activities	4	33,931	534,994	568,925	517,325
Total expenditure		<u>33,931</u>	<u>534,994</u>	<u>568,925</u>	<u>517,325</u>
Operating surplus / (deficit)		3,543	8,074	11,617	1,952
Transfers between funds		-	-	-	-
Net movement in funds	11	<u>3,543</u>	<u>8,074</u>	<u>11,617</u>	<u>1,952</u>
Total funds brought forward		231,951	61,455	293,406	291,454
Total of funds carried forward		<u>235,494</u>	<u>69,529</u>	<u>305,023</u>	<u>293,406</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED**BALANCE SHEET****31 JULY 2023**

	Note	£	2023	£	£	2022	£
Fixed assets							
Tangible assets	7			320,970			225,314
Current assets							
Stock			500			450	
Debtors and prepayments	8		50,230			60,660	
Cash at bank and in hand			18,586			36,178	
			<u>69,316</u>			<u>97,288</u>	
Less: Current liabilities	9		<u>20,263</u>			<u>29,196</u>	
Net current assets				49,053			68,092
Total assets less current liabilities				<u>370,023</u>			<u>293,406</u>
Creditors: amounts falling due after one year							
Loan	10			(65,000)			-
Total net assets	11			<u>305,023</u>			<u>293,406</u>
Represented by:							
Restricted funds	12			235,494			231,951
Unrestricted funds	12			69,529			61,455
Total funds				<u>305,023</u>			<u>293,406</u>

The company was entitled to exemption from audit under s.477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with s.476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the directors on 26/4/2024 and signed on their behalf by

SRossell

Mr SW Russell

Director

Company Registration No: 03226397

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Llanharan Community Development Project Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Income

Income is recognised in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

c) Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties over the charity's continuing operation.

d) Fund accounting

- i) Unrestricted funds are donations and other income receivable or generated for the objects of the charity without further specified purpose and are available as general funds.
- ii) Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

e) Expenditure and irrecoverable VAT

Expenditure is included in the accounts on the accruals basis. It is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

f) Tangible fixed assets

All assets are included in the accounts at original cost and are depreciated as detailed below.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment -	25% straight line
Freehold land and buildings -	Nil

g) Debtors

Trade and other debtors are recognised at the settlement amount due after any relevant discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

h) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

1 Accounting policies (continued)

i) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any relevant discounts due.

j) Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Income

	Restricted	Unrestricted	2023	2022
	£	£	Total	Total
			£	£
a) Grants receivable				
Awards 4 All	5,928	-	5,928	4,072
Childcare Offer Grant	-	-	-	1,000
Coop Community Fund	2,014	-	2,014	3,038
MIND	-	-	-	2,500
Mynydd Portref Community Benefit Fund	-	-	-	1,000
RCT Capital Childcare	6,847	-	6,847	-
SPF-R1	14,870	-	14,870	-
SPF-R2	5,819	-	5,819	-
Government and local authority grants	-	12,540	12,540	5,347
	<u>35,478</u>	<u>12,540</u>	<u>48,018</u>	<u>16,957</u>
b) Income from charitable activities				
Fees receivable	-	395,737	395,737	378,794
Donations	858	2,256	3,114	509
	<u>858</u>	<u>397,993</u>	<u>398,851</u>	<u>379,303</u>
c) Investment income				
Bank interest	-	519	519	8
	<u>-</u>	<u>519</u>	<u>519</u>	<u>8</u>
d) Other income (Note 3)				
Care 2 Play (Service Level Agreement)	-	15,748	15,748	14,082
Estyn	-	1,000	1,000	950
Llanharan Community Council	-	20,833	20,833	32,279
Open Access Play (Service Level Agreement)	-	49,946	49,946	35,775
Youth (Service Level Agreement)	-	16,980	16,980	39,136
Other funding	1,138	27,509	28,647	787
	<u>1,138</u>	<u>132,016</u>	<u>133,154</u>	<u>123,009</u>
Total	<u>37,474</u>	<u>543,068</u>	<u>580,542</u>	<u>519,277</u>

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

3 Other income

In 2023 £20,833 (2022 - £32,279) was receivable from Llanharan Community Council. The funds were used to support LCDP in providing services within the community. This contributed towards general running costs and additional costs incurred to ensure that LCDP retain a presence within Llanharan, Brynna and Bryncae providing valuable services for a variety of people of all ages, including affordable childcare and play opportunities, adult education, afterschool clubs, sports clubs and a community café. During the pandemic LCDP adapted to the changes of the community needs and supported the isolated and vulnerable with activity packs and treat boxes.

Open Access Play funding of £49,946 (2022 - £35,775) was receiveable as part of a service level agreement to provide play opportunities at 3 locations within the community for children and young people aged between 5 - 14 years.

A further £16,980 (2022 - £39,136) was received from RCTCBC in a service level agreement to allow a youth club to be run one evening per week and additional off-site activities supported by qualified staff in a safe environment offering various activities, issue based sessions and support with social skills where needed. During the pandemic we adapted our services to provide online support to young people.

Care 2 Play provides support to children with additional needs through elements of play opportunities in partnership with RCTCBC.

4 Expenditure on charitable activities

	Basis of Allocation	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Costs directly allocated to activities					
Materials and equipment	Direct	10,014	33,331	43,345	34,314
Wages and salaries	Staff time	1,175	356,355	357,530	309,687
Pension contributions	Direct	23	4,332	4,355	4,449
Artists fees	Direct	11,435	148	11,583	13,220
Trips and performances	Direct	-	4,250	4,250	3,744
Hire of rooms and equipment	Direct	180	21,295	21,475	22,100
Staff training, education and promotion	Direct	-	135	135	1,639
Repairs and maintenance	Direct	4,036	13,082	17,118	22,615
Insurance	Direct	-	6,097	6,097	3,262
Light and heat	Direct	-	4,559	4,559	4,853
Print, postage & stationery	Direct	-	4,628	4,628	3,936
Advertising	Direct	91	460	551	101
Charitable donations	Direct	-	-	-	-
Travelling and subsistence	Direct	-	3,515	3,515	8,549
Volunteer expenses	Direct	-	171	171	274
Legal and professional fees	Direct	-	5,766	5,766	7,513
Bad and doubtful debts	Direct	-	(134)	(134)	499
Support costs					
Rates and water rates	Usage	-	812	812	1,457
General office and finance staff	Staff time	5,709	51,465	57,174	56,076
Telephone	Staff time	-	6,084	6,084	3,989
General expenses	Usage	-	8,086	8,086	8,418
Bank charges	Usage	-	3,463	3,463	1,587
Loan interest			813	813	-
Depreciation - fixtures and equipment	Usage	1,268	3,941	5,209	2,907
Governance costs					
Accountancy fees	Direct	-	2,340	2,340	2,136
		<u>33,931</u>	<u>534,994</u>	<u>568,925</u>	<u>517,325</u>

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

5 Net income / (expenditure) for the year

This is stated after charging:-

	2023	2022
	£	£
Accountancy fees	2,340	2,136

6 Employee information

	2023	2022
	£	£
Wages and salaries	400,826	352,924
Social security costs	13,878	12,839
Staff pension costs	4,355	4,449
	<u>419,059</u>	<u>370,212</u>

The directors and members of the Committee of Management are not remunerated and no employee received emoluments in excess of £60,000.

No expenses were paid to trustees of the company other than for reimbursement of mileage.

The average monthly number of persons, employed by the company during the year was:

	2023	2022
Direct charitable activities	27	22
Management and administration	4	4
	<u>31</u>	<u>26</u>

7 Tangible fixed assets

	Freehold land & buildings £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 August 2022 (restated)	212,449	129,049	341,498
Additions	90,494	10,557	101,051
Disposals	-	(242)	(242)
At 31 July 2023	<u>302,943</u>	<u>139,364</u>	<u>442,307</u>
Depreciation			
At 1 August 2022 (restated)	-	116,184	116,184
Charge for the year	-	5,208	5,208
On disposals	-	(55)	(55)
At 31 July 2023	<u>-</u>	<u>121,337</u>	<u>121,337</u>
Net Book Value			
At 31 July 2023	<u>302,943</u>	<u>18,027</u>	<u>320,970</u>
At 31 July 2022	<u>212,449</u>	<u>12,865</u>	<u>225,314</u>

Freehold land and buildings represents the original purchase cost of the premises from which Llanharan Community Development Fund operates.

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

8 Debtors

	2023	2022
	£	£
Debtors	32,471	45,410
Grants receivable	8,333	-
Other debtors	9,426	15,250
	<u>50,230</u>	<u>60,660</u>

9 Creditors - Amounts falling due within one year

	2023	2022
	£	£
Other creditors and accruals	20,263	29,196
	<u>20,263</u>	<u>29,196</u>

10 Creditors - Amounts falling after more than one year

	2023	2022
	£	£
Loan	65,000	-
	<u>65,000</u>	<u>-</u>

11 Analysis of net assets between funds

	Property	Other fixed assets	Current assets	Current liabilities	Long term liabilities	Total
	£	£	£	£	£	£
Unrestricted Funds	-	11,490	78,302	(20,263)	-	69,529
Restricted Funds	302,943	6,537	(8,986)	-	(65,000)	235,494
	<u>302,943</u>	<u>18,027</u>	<u>69,316</u>	<u>(20,263)</u>	<u>(65,000)</u>	<u>305,023</u>

12 Movement in Funds

	Balance at 1 August 2022	Incoming	Outgoing	Other movements	Balance at 31 July 2023
	£	£	£	£	£
Restricted Funds					
Awards for All 2022	(1,877)	5,928	(2,583)	-	1,468
Coop Community Fund	5,477	2,014	(802)	-	6,689
Happy Dayz	303	669	(451)	-	521
Millenium Trust Fund	2,500	-	-	-	2,500
Mynydd Portref Community Benefit Fund	2,375	-	(2,375)	-	-
Play Day 2021	59	-	(59)	-	-
Play Day 2023	-	1,327	(765)	-	562
P S A 19/20	106	-	(106)	-	-
RCT Capital Childcare	-	6,847	(929)	(5,512)	406
Carried forward	8,943	16,785	(8,070)	(5,512)	12,146

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

12 Movement in Funds (continued)

	Balance at 1 August 2022 £	Incoming £	Outgoing £	Other movements	Balance at 31 July 2023 £
Restricted Funds (continued)					
Brought forward	8,943	16,785	(8,070)	(5,512)	12,146
Third Sector Small Grant Scheme	11	-	(11)	-	-
SPF-R1	-	14,870	(14,256)	(614)	-
SPF-R2	-	5,819	(1,457)	-	4,362
VSRF	8,869	-	(8,869)	-	-
Capital expenditure less depreciation	214,128	-	(1,268)	6,126	218,986
Total of Restricted Funds	231,951	37,474	(33,931)	-	235,494
Unrestricted Funds					
General Funds	61,455	543,068	(534,994)	-	69,529
Total Funds	293,406	580,542	(568,925)	-	305,023

Purposes of restricted grant funds

- Awards 4 All funding of £5,928 was secured to revamp the internal space of the Day Nursery and to purchase wooden equipment in line with the Montessori approach.
- Coop Community Fund & Happy Dayz - received to support our mental health & wellbeing support
- Happy Dayz – the group do small fundraising events to support purchasing equipment that is identified as needed by the group.
- Millennium Trust Fund – Received to support a residential for young people identified within our youth
- Playday 2023 – Funds raised to support our National Playday Event.
- RCT Capital Childcare – Grant funding received to purchase an outdoor canopy and ICT equipment for our Day Nursery, also outdoor fencing and ICT equipment for our Playtots Playgroup.
- SPF-R1 – Grant funds were received to renovate the café area and create a confidential space in our “Cwt
- SPF-R2 – Revenue grant funds were allocated to cover a Community Development Coordinator role and resources for the community garden, and capital funding was allocated to purchase a large shed.

13 Capital Commitments

There were no capital commitments as at 31 July 2023. (2022 - Nil)

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JULY 2023

13 Comparative Statement of Financial Activities - Year ended 31 July 2022

	Restricted £	Unrestricted £	Total £
INCOME			
Grants	11,610	5,347	16,957
Charitable activities	193	379,110	379,303
Investment income	-	8	8
Other income	286	122,723	123,009
Total income	<u>12,089</u>	<u>507,188</u>	<u>519,277</u>
EXPENDITURE			
Expenditure on charitable activities	16,055	501,270	517,325
Total expenditure	<u>16,055</u>	<u>501,270</u>	<u>517,325</u>
Net movement in funds	(3,966)	5,918	1,952
Transfers between funds	-	-	-
Net movement in funds	<u>(3,966)</u>	<u>5,918</u>	<u>1,952</u>
Total funds brought forward	235,917	55,537	291,454
Total of funds carried forward	<u>231,951</u>	<u>61,455</u>	<u>293,406</u>

The figures on this page give a detailed breakdown of the comparative fund activity as noted on the Statement of Financial Activities shown on page 6 of the accounts.

Clerk's note:

Bank statements for 2 accounts provided.

Account ending 314

Account ending 322

The combined bank balances on the most recently available concurrent date from both bank statements (25th March 2025) = £55,892.24



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Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary	
Opening Balance	27,039.06
Payments In	26,152.67
Payments Out	44,157.86
Closing Balance	9,033.87

26 December 2024 to 25 January 2025

International Bank Account Number
GB75HBUK40444821509314
Branch Identifier Code
HBUKGB4149J

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 515

Your Charitable Bank Account details					
Date	Payment type and details		Paid out	Paid in	Balance
25 Dec 24	BALANCE BROUGHT FORWARD				27,039.06
27 Dec 24	CR	WELSH GOVERNMENT		75.00	
	CR	WELSH GOVERNMENT		820.00	
	BP		296.84		
	BP		963.21		
	BP		1,449.25		
	BP		879.23		
	BP		1,691.43		
	BP		1,131.10		
	BP		1,383.53		
	BP		385.87		
	BP		1,514.72		
	BP		297.44		
	BP		487.34		
	BP		1,430.83		
	BALANCE CARRIED FORWARD				16,023.27

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 516

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BP <u>BALANCE BROUGHT FORWARD</u>			16,023.27
	BP WAGES	1,398.71		
	BP WAGES	513.70		
	BP WAGES	1,107.08		
	BP WAGES	844.99		
	BP WAGES	1,314.40		
	BP WAGES	1,289.22		
	BP WAGES	1,669.74		
	CR		98.00	
	BP		98.00	
	BP HMRC TAX CR CUMBLD 948PY001282031907	3,232.30		
	BP HMRC TAX CR CUMBLD 948PY001282031912	3,694.15		
	TFR 404448 21509322 INTERNET TRANSFER		5,000.00	
	CR		420.00	6,574.98
28 Dec 24	CR		196.00	6,770.98
29 Dec 24	CR		210.00	6,980.98
30 Dec 24	CR EDENRED		124.00	
	DD MARKETPLACE MERCHA	23.40		
	DD GOCARDLESS	12.00		
	DD SMARTESTENERGY BUS	412.00		
	SO S&J BRATTON LCPD	406.25		
	CR NATIONAL SAVINGS A OPEE57988		594.00	
	CR 14868		665.00	
	CR INVOICE 14741		84.00	
	VIS Amazon Prime*5K0ZJ amzn.co.uk/pm	8.99		
	BALANCE CARRIED FORWARD			7,585.34

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 517

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	CR BALANCE BROUGHT FORWARD			7,585.34
	CR INVOICE 14741 fee		15.00	
	CR 14821		210.00	
	VIS INT'L 0056183602			
	ADOBE *ADOBE			
	ADOBE.LY/BILL	19.97		7,790.37
31 Dec 24	CR NATIONAL SAVINGS A			
	LLLO34994		266.00	
	CR NATIONAL SAVINGS A			
	OTUC98173		170.00	
	CR NATIONAL SAVINGS A			
	KTUC26249		194.00	
	CR		38.00	
	CR		600.00	
	CR		245.00	
	VIS AMAZON* IC5WG 35			
	LONDON	35.99		
	CR		154.00	9,421.38
01 Jan 25	CR		112.00	9,533.38
02 Jan 25	DD GOCARDLESS	24.00		
	DD DVLA-DY67VJL	15.75		
	DD TESCO MOBILE	51.51		
	DD TESCO MOBILE	41.99		
	SO SGD			
	MONTHLY PAYMENT	37.49		
	SO ADC			
	MONTHLY PAYMENT	15.00		
	CR		100.00	
	BP		384.00	
	VIS TESCO SUBSCRIPTION			
	01707298000	6.99		9,824.65
03 Jan 25	CR NATIONAL SAVINGS A			
	ANIC47306		210.00	
	CR NATIONAL SAVINGS A			
	OJAM23336		168.00	
	DD PENINSULA BUSINESS	99.59		
	BALANCE CARRIED FORWARD			10,103.06

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 518

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	SO BALANCE BRO' FORWARD			10,103.06
		220.00		
	CR		168.00	
	BP		196.00	
	CR		22.00	10,269.06
05 Jan 25	BP		38.00	10,307.06
06 Jan 25	DD 14860 GRENKELEASING LIM	110.00		
	DD GRENKELEASING LIM	313.20		
	CR NATIONAL SAVINGS A		98.00	
	CR NATIONAL SAVINGS A		430.00	
	CR NATIONAL SAVINGS A		266.00	
	CR		7.55	
	CR		2.60	
	CR		210.00	
	CR		420.00	
	CR		3.00	
	CR		56.00	
	CR		8.95	
	CR		34.00	
	inv 14825			
	VIS HPI INSTANT INK UK			
	WWW.HP.COM	3.99		
	CR		356.00	
	BP	600.00		
	CR		112.00	
	BP		133.00	
	BALANCE CARRIED FORWARD			11,416.97

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 519

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	CR BALANCE BROUGHT FORWARD			11,416.97
	CR INVOICE 14861		133.00	
	CR INV 14812		42.00	11,591.97
07 Jan 25	CR NATIONAL SAVINGS A FPUD47746		98.00	
	CR NATIONAL SAVINGS A LWIL26514		98.00	
	CR NATIONAL SAVINGS A CMAH44224		192.00	
	CR		56.00	
	VIS Newcastle Upo	36.15		
	VIS HPI INSTANT INK UK WWW.HP.COM	5.49		
	CR 14841		336.00	
	CR		56.00	
	BP		38.00	12,424.33
08 Jan 25	CR		336.00	
	CR NATIONAL SAVINGS A JSHA17656		112.00	
	CR NATIONAL SAVINGS A KSEA55981		42.00	
	CR RHONDDA CYNON TAFF		235.00	
	VIS TESCO STORES 2799 LLANTRISANT	93.12		13,056.21
09 Jan 25	CR NATIONAL SAVINGS A LKER24248		154.00	
	DD INTUIT LIMITED	100.44		
	CR		44.00	
	CR FDEL Faster Paymen FDMS 511224263		4.50	
	VIS WWW.CUTPRICEWHOLES INTERNET	473.64		12,684.63
10 Jan 25	CR FDEL Faster Paymen FDMS 511224263		11.07	
	CR NATIONAL SAVINGS A HJAM66380		168.00	
	BALANCE CARRIED FORWARD			12,863.70

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 520

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			12,863.70
	VIS MICROSOFT#G0736442			
	MSBILL.INFO	37.83		
	BP BRYNCAECOMCENTRE			
	INV 0128	570.00		
	BP Brynna Com Centre			
	Playtots Nov 2024	592.00		
	BP Tech-Wales Ltd			
	INV-19793	255.60		
	BP BRYNCAECOMCENTRE			
	INV 0128	90.00		11,318.27
11 Jan 25	CR		300.00	
	CR		300.00	11,918.27
13 Jan 25	CR RHONDDA CYNON TAFE		3,675.00	
	CR		228.00	
	CR		58.00	
	CR FDEL Faster Paymen		3.00	
	FDMS 511224263			
	BP	29.47		
	BP			
	Receipt	3.99		
	BP			
	Receipt	4.59		
	BP			
			38.00	15,882.22
14 Jan 25	CR NATIONAL SAVINGS A			
	LTOL88835		112.00	
	CR COMP VOUCHER SERV		431.00	
	CR FDEL Faster Paymen		7.00	
	FDMS 511224263			
	CR		141.00	
	VIS TESCO STORES 2799			
	LLANTRISANT	166.41		16,406.81
15 Jan 25	DD FDMS	34.96		
	DR TOTAL CHARGES			
	TO 24DEC2024	16.83		
	VIS AMAZON* 642QR1PS5			
	LONDON	7.98		16,347.04
16 Jan 25	CR PLUXEE UK RBS CC		56.00	
	BALANCE CARRIED FORWARD			16,403.04










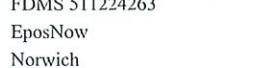
26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 521

Your Charitable Bank Account details











Date	Payment type and details	Paid out	Paid in	Balance
	DD BALANCE BROUGHT FORWARD			16,403.04
	DD MARKETPLACE MERCHA	23.40		
	DD CLOSE-MOVO INSURAN	483.68		
	BP DWPDebt Management			
		171.00		
	CR 		70.00	
	BP NEST EFT RECEIPTS			
	IT000000931826	981.99		
	CR FDEL Faster Paymen			
	FDMS 511224263		7.84	
	BP vouchers&tabs	52.59		14,768.22
17 Jan 25	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	TFR 404448 21509322			
	INTERNET TRANSFER	4,937.63		
	TFR 404448 21509322			
	INTERNET TRANSFER	4,024.74		
	CR FDEL Faster Paymen			
	FDMS 511224263		21.35	
	BP 			
	Receipt	40.00		
	BP 			
	Receipt	9.00		
	BP 			
	Receipt	69.01		
	BP 			
	Receipt	42.20		
	BP 			
	Receipt	4.59		6,557.40
18 Jan 25	CR 		356.00	
	CR 		577.00	7,490.40
20 Jan 25	BP 		42.00	
	CR 		28.00	
	CR FDEL Faster Paymen			
	FDMS 511224263		50.00	
	VIS EposNow			
	Norwich	30.00		
))) CARD FACTORY LLANT			
	LLANTRISANT	11.03		
	BALANCE CARRIED FORWARD			7,569.37

26 December 2024 to 25 January 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 522

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	VIS BALANCE BROUGHT FORWARD			7,569.37
	cBay O*09-12596-25			
	LONDON	17.99		
	BP Brynna Domestic			
	LCDP INVOICE	45.00		
	BP 			
			336.00	7,842.38
21 Jan 25	CR American Express P			
	AX8584923569		3.33	
	CR FDEL Faster Paymen			
	FDMS 511224263		8.48	
	VIS TESCO STORES 2799			
	LLANTRISANT	153.04		
	VIS Spotify Limited			
	London	19.99		7,681.16
22 Jan 25	DD POZITIVE ENERGY	59.07		
	DD GOCARDLESS	91.76		
	DD PENINSULA BUSINESS	220.10		
	DD OOKER LTD	330.21		
	DD OZITIVE ENERGY	29.59		
	CR FDEL Faster Paymen			
	FDMS 511224263		6.00	6,956.43
23 Jan 25	CR ELSH GOVERNMENT		75.00	
	CR ELSH GOVERNMENT		820.00	
	BP 			
	Receipt	41.10		7,810.33
24 Jan 25	CR 		28.00	
	CR 		266.00	
	CR FDEL Faster Paymen			
	FDMS 511224263		14.00	
	CR 		84.00	
	BP 		84.00	
	CR 		45.00	
	CR 		384.00	
	BP 14927 CJE			
			252.00	
	BP 			
	Receipt	140.37		
	BALANCE CARRIED FORWARD			8,826.96

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26 December 2024 to 25 January 2025

Your Statement

Account Name	Sortcode	Account Number	Sheet Number
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD	40-44-48	21509314	523

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD			8,826.96
	Receipt	66.23		
	BP PDK Design			
	Receipt	110.86		8,649.87
25 Jan 25	CR INV 14825		30.00	
	CR INV 14825		12.00	
	CR INVOICE 14891		168.00	
	BP		48.00	
	CR 14919		126.00	9,033.87
25 Jan 25	BALANCE CARRIED FORWARD			9,033.87

Information about the Financial Services Compensation Scheme

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

Credit Interest Rates		AER	Debit Interest Rates		EAR
	balance	variable		balance	variable
Credit interest is not applied			Debit interest		21.34%

Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary

Opening Balance	9,033.87
Payments In	63,054.67
Payments Out	63,188.41
Closing Balance	8,900.13

26 January to 25 February 2025

International Bank Account Number

GB75HBUK40444821509314

Branch Identifier Code

HBUKGB4149J

Account Name

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode

40-44-48

Account Number Sheet Number

21509314 524

Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
25 Jan 25	BALANCE BROUGHT FORWARD			9,033.87
26 Jan 25	CR [REDACTED]			
	PLAY TOTS 14955		24.00	
	CR [REDACTED]			
			126.00	9,183.87
27 Jan 25	CR RHONDDA CYNON TAFF		2,643.25	
	DD PENINSULA BUSINESS	99.49		
	CR NATIONAL SAVINGS A			
	TBEL18150		84.00	
	CR NATIONAL SAVINGS A			
	KSEA55981		42.00	
	CR NATIONAL SAVINGS A			
	LTOL88835		84.00	
	CR JONES HJ			
	[REDACTED]		84.00	
	CR NATIONAL SAVINGS A			
	FPUD47746		84.00	
	CR F Lillie			
	ANGULLIADOLAU		336.00	
	CR American Express P			
	AX8584923569		3.98	
	CR FDEL Faster Paymen			
	FDMS 511224263		29.00	
	VIS AMZNMktplace*RJ1L0			
	amazon.co.uk	20.99		
	CR [REDACTED]			
			287.00	
	BALANCE CARRIED FORWARD			12,740.62

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 525

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD			12,740.62
	BP [REDACTED]	266.00		
	BP Valleys Rec LTD INV 114	120.00		
	BP [REDACTED] Receipt	60.65		
	CR [REDACTED]		56.00	
	CR [REDACTED]		42.00	
	CR [REDACTED]		28.00	
	BP [REDACTED]		192.00	
	CR [REDACTED]		336.00	12,947.97
28 Jan 25	CR 14893CHAR SOPH LEE NATIONAL SAVINGS A GEDW53701		96.00	
	CR NATIONAL SAVINGS A OJAM23336		126.00	
	CR NATIONAL SAVINGS A IBYA81304		576.00	
	CR NATIONAL SAVINGS A HJAM66380		126.00	
	SO S&J BRATTON LCPD	406.25		
	CR NATIONAL SAVINGS A IROS12791		64.00	
	CR [REDACTED]		240.00	
	TFR 404448 21509322 INTERNET TRANSFER	988.27		
	VIS TESCO STORES 2799 LLANTRISANT	174.44		
	VIS Amazon.co.uk*YO304 AMAZON.CO.UK	60.65		
	BP OVEN MAGIC WALES INV 0158403	55.00		
	BP [REDACTED] Receipt	12.83		
	VIS INT'L 0064742859 ADOBE *ADOBE ADOBE.LY/BILL	19.97		
	BALANCE CARRIED FORWARD			12,458.56

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 526

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			12,458.56
	CR [REDACTED] 14989		192.00	
	CR [REDACTED] INV 14896		42.00	12,692.56
29 Jan 25	DD GOCARDLESS	12.00		
	CR NATIONAL SAVINGS A LLLO34994		274.00	
	BP [REDACTED] [REDACTED]		13.50	
	CR NATIONAL SAVINGS A EBUS34637		128.00	
	BP [REDACTED] [REDACTED]		14.00	
	VIS AMZNMktplace*T82WE amazon.co.uk	47.99		
	VIS Amazon.co.uk*EU9W4 AMAZON.CO.UK	4.72		
	VIS Amazon Prime*RS6IA amzn.co.uk/pm	8.99		13,048.36
30 Jan 25	CR NATIONAL SAVINGS A OPEE57988		624.00	
	CR NATIONAL SAVINGS A HBAR63459		30.00	
	CR NATIONAL SAVINGS A ABAR56870		32.00	
	CR NATIONAL SAVINGS A AMAH77448		64.00	
	CR NATIONAL SAVINGS A OTUC98173		259.00	
	CR NATIONAL SAVINGS A KTUC26249		259.00	
	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	CR [REDACTED] [REDACTED] 14940		210.00	
	CR [REDACTED] CAFE		28.64	
	BP [REDACTED] Receipt	65.09		
	CR FDEL Faster Paymen FDMS 511224263		6.20	
	BP [REDACTED] Receipt	21.19		
	BALANCE CARRIED FORWARD			15,369.92

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 527

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			15,369.92
BP	14947		30.00	
TFR	404448 21509322			
	INTERNET TRANSFER		15,000.00	
BP	WAGES	241.84		
BP	WAGES	1,288.45		
BP	WAGES	1,307.53		
BP	WAGES	77.22		
BP	WAGES	62.92		
BP	WAGES	923.34		
BP	WAGES	1,469.98		
BP	WAGES	1,477.23		
BP	WAGES	1,005.67		
BP	WAGES	1,125.13		
BP	WAGES	1,588.60		
BP	WAGES	217.93		
BP	WAGES	1,534.37		
BP	WAGES	2,221.42		
BP	WAGES	319.75		
BP	WAGES	1,236.31		
BP	WAGES	306.02		
BP	WAGES	1,298.39		
BP	WAGES	1,331.63		
BP	WAGES	537.05		
	BALANCE CARRIED FORWARD			10,829.14

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 528

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			10,829.14
	BP [REDACTED] WAGES	1,013.97		
	BP [REDACTED] WAGES	1,954.42		
	BP [REDACTED] WAGES	814.99		
	BP [REDACTED] WAGES	1,149.26		
	BP [REDACTED] WAGES	1,181.27		
	BP [REDACTED] WAGES	1,408.88		
	BP [REDACTED] 338	500.00		
	BP BRYNCAECOMCENTRE 0121 [REDACTED]	90.00		
	CR [REDACTED] INVOICE 14837		112.00	
	BP [REDACTED]		84.00	2,912.35
31 Jan 25	CR NATIONAL SAVINGS A TBIR95660		35.00	
	DD SMARTESTENERGY BUS	412.00		
	CR [REDACTED]		687.00	
	CR [REDACTED]		576.00	
	CR [REDACTED]		64.00	
	CR [REDACTED]		96.00	
	CR [REDACTED] CAFE		30.00	
	CR [REDACTED] 14956		634.00	
	CR [REDACTED] 14988		96.00	
	CR FDEL Faster Paymen FDMS 511224263		94.67	
	CR [REDACTED]		112.00	
	BP [REDACTED]		84.00	
	BALANCE CARRIED FORWARD			5,009.02

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 529

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			5,009.02
01 Feb 25	BP [REDACTED]			
	BP [REDACTED]		432.00	5,441.02
	CR [REDACTED]		210.00	
02 Feb 25	CR [REDACTED]		126.00	
	CR [REDACTED]		168.00	5,945.02
	CR [REDACTED]		84.00	
03 Feb 25	CR PLUXEE UK RBS CC		96.00	6,125.02
	DD GOCARDLESS	24.00	42.00	
	DD DVLA-DY67VJL	16.68		
	DD TESCO MOBILE	46.51		
	DD TESCO MOBILE	41.99		
	DD CLOSE-MOVO INSURAN	134.55		
	SO [REDACTED]	220.00		
	SO SGD	37.49		
	SO MONTHLY PAYMENT	15.00		
	CR NATIONAL SAVINGS A		192.00	
	AMAH77448		338.00	
	CR NATIONAL SAVINGS A		32.00	
	HTUD88112		384.00	
	BP [REDACTED]			
	INVOICE NO. 14991			
	CR [REDACTED]			
))) TESCO STORES 2799	62.00		
	LLANTRISANT			
	VIS TESCO SUBSCRIPTION	6.99		
	01707298000			
	BP [REDACTED]		19.20	
	BP [REDACTED]		19.20	
	CR [REDACTED]		28.00	
	CR [REDACTED]		19.20	
	BALANCE CARRIED FORWARD			6,593.41

26 January to 25 February 2025

Your Statement

Account Name

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode

40-44-48

Account Number

21509314

Sheet Number

530

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	CR BALANCE BROUGHT FORWARD			6,593.41
	CR [REDACTED]			
04 Feb 25	CR COMP VOUCHER SERV		19.20	6,612.61
	CR EDENRED		466.00	
	CR RHONDDA CYNON TAFF		64.00	
	DD TOWERLEASING	282.60	19,695.75	
	CR NATIONAL SAVINGS A			
	RTHO11413		64.00	
	CR NATIONAL SAVINGS A			
	LKER24248		126.00	
	CR NATIONAL SAVINGS A			
	MTHO65912		64.00	
	CR [REDACTED]			
	CR [REDACTED]		19.20	
	CR FDEL Faster Paymen			
	FDMS 511224263		4.00	
	BP [REDACTED]	500.00		
	TFR 404448 21509322			
	INTERNET TRANSFER	20,000.00		
	CR [REDACTED]			
	CR [REDACTED]		41.00	
	CR [REDACTED]		168.00	
	BP [REDACTED]		95.00	
	CR [REDACTED]		192.00	
	CR [REDACTED]		302.00	
	CR [REDACTED]		2.00	
	CR [REDACTED]		38.40	
	CR [REDACTED]		19.20	
	CR [REDACTED]		42.00	7,232.56
05 Feb 25	CR NATIONAL SAVINGS A			
	ANIC47306		134.40	
	CR NATIONAL SAVINGS A			
	ANIC47306		76.80	
	BP [REDACTED]		30.00	
	BALANCE CARRIED FORWARD			7,473.76

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 531

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			7,473.76
	CR NATIONAL SAVINGS A MWIL47470		380.00	
	CR NATIONAL SAVINGS A ALAN61966		64.00	
	CR NATIONAL SAVINGS A LWIL26514		84.00	
	CR [REDACTED] INV1489 [REDACTED]		42.00	
	VIS TESCO STORES 2799 LLANTRISANT	156.29		
	VIS HPI INSTANT INK UK WWW.HP.COM	3.99		7,883.48
06 Feb 25	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	DD INTUIT LIMITED	107.40		
	BP HMRC TAX CR CUMBLD 948PY001282031912	4,015.82		
	VIS Amazon.co.uk*TK5A5 AMAZON.CO.UK	37.62		
	VIS AMZNMktplace*TK9AU amazon.co.uk	15.99		
	VIS AMZNMktplace*TK3AP amazon.co.uk	15.99		
	CR [REDACTED] Inv14973 [REDACTED]		96.00	
	CR [REDACTED] INV1497 [REDACTED]		96.00	
	BP [REDACTED] Receipts	78.72		
	BP [REDACTED] Receipt	20.98		4,677.96
07 Feb 25	CR [REDACTED]		297.00	
	CR FDEL Faster Paymen FDMS 511224263		63.15	
	VIS TESCO STORES 2799 LLANTRISANT	54.97		
	VIS HPI INSTANT INK UK WWW.HP.COM	8.49		
	VIS Amazon.co.uk*TK6DF AMAZON.CO.UK	15.12		4,959.53
08 Feb 25	CR [REDACTED]		432.00	
	BALANCE CARRIED FORWARD			5,391.53

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 532

Your Charitable Bank Account details					
Date	Payment type and details		Paid out	Paid in	Balance
		BALANCE BROUGHT FORWARD			5,391.53
09 Feb 25	CR	[REDACTED]			
		[REDACTED]		38.40	5,429.93
	CR	[REDACTED]			
10 Feb 25		[REDACTED]		64.00	5,493.93
	CR	FDEL Faster Paymen			
11 Feb 25		FDMS 511224263		27.08	
	VIS	MICROSOFT#G0774793			
		MSBILL.INFO	37.79		5,483.22
	CR	COMP VOUCHER SERV		124.00	
	CR	[REDACTED]			
12 Feb 25		[REDACTED]		132.00	
	CR	FDEL Faster Paymen			
		FDMS 511224263		21.29	
	VIS	AMZNMktplace*TK2I8			
		amazon.co.uk	24.95		
	VIS	TESCO STORES 2799			
		LLANTRISANT	71.04		5,664.52
	CR	RHONDDA CYNON TAFF		525.00	
	BP	[REDACTED]			
		Receipts	64.03		
13 Feb 25	BP	[REDACTED]			
		Receipts	48.29		
	CR	FDEL Faster Paymen			
		FDMS 511224263		7.40	
	CR	LLANHARAN CDP		457.86	
	VIS	Wix.com 1161271361			
		London	201.60		
	CR	[REDACTED]			
		INVOICE 14892		112.00	6,452.86
	CR	WELSH GOVERNMENT		75.00	
	CR	WELSH GOVERNMENT		820.00	
	CR	[REDACTED]			
		14953		30.00	
	CR	[REDACTED]			
		14865		51.00	
BP	[REDACTED]				
		[REDACTED]		28.00	
	BP	[REDACTED]			
		Receipt	16.07		
	BP	[REDACTED]			
		Receipts	30.00		
	VIS	Amazon.co.uk*RT3B2			
	AMAZON.CO.UK	10.24			
		BALANCE CARRIED FORWARD			7,400.55

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 533

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			7,400.55
	VIS AMZNMktplace*RT9F1 amazon.co.uk	9.99		
	VIS AMZNMktplace*RT1BJ amazon.co.uk	24.51		
	VIS AMZNMktplace*RT6M7 amazon.co.uk	29.98		
	VIS AMZNMktplace*RT6XT amazon.co.uk	19.17		
	VIS AMZNMktplace*RT3RV amazon.co.uk	44.97		
	VIS AMZNMktplace*RT4I8 amazon.co.uk	10.99		
	VIS AMZNMktplace*RT4M5 amazon.co.uk	55.99		
	VIS Amazon.co.uk*RT2EO AMAZON.CO.UK	23.64		7,181.31
14 Feb 25	DD FDMS	35.28		
	CR [REDACTED]		32.00	
	CR [REDACTED]		64.00	
	CR [REDACTED]		19.20	
	CR FDEL Faster Paymen FDMS 511224263		50.75	
	VIS AMZNMktplace*RT7P8 amazon.co.uk	8.79		
	VIS AMZNMktplace*RT5S4 amazon.co.uk	16.99		
	VIS TESCO STORES 2799 LLANTRISANT	65.42		7,220.78
15 Feb 25	DR TOTAL CHARGES TO 24 JAN 2025	5.00		
	CR [REDACTED] 14962 SUTTON		79.00	7,294.78
16 Feb 25	CR [REDACTED]		19.20	7,313.98
17 Feb 25	DD POZITIVE ENERGY	86.32		
	DD POZITIVE ENERGY	29.59		
	DD CLOSE-MOVO INSURAN	483.68		
	CR NATIONAL SAVINGS A CMAH44224		48.00	
	CR FDEL Faster Paymen FDMS 511224263		123.55	
	BALANCE CARRIED FORWARD			6,885.94

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 534

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			6,885.94
	TFR 404448 21509322			
	INTERNET TRANSFER	3,000.00		
	VIS AMZNMktplace*RT5HK			
	amazon.co.uk	23.98		
	VIS AMZNMktplace*RT643			
	amazon.co.uk	20.49		
	VIS AMZNMktplace*RT74F			
	amazon.co.uk	20.49		
	VIS AMZNMktplace*RT4GY			
	amazon.co.uk	23.99		
	BP NEST EFT RECEIPTS			
	IT000000931826	898.46		2,898.53
18 Feb 25	CR COMP VOUCHER SERV		128.00	
	CR PLUXEE UK RBS CC		64.00	
	DD MARKETPLACE MERCHA	23.40		
	VIS TESCO STORES 2799			
	LLANTRISANT	94.27		2,972.86
19 Feb 25	DD BOOKER LTD	301.68		
	BP INTERL RCT			
	Small Grant		1,000.00	
	CR FDEL Faster Paymen			
	FDMS 511224263		9.50	
	BP [REDACTED]			
	Receipt	8.25		
	BP [REDACTED]			
	Receipts	78.63		3,593.80
20 Feb 25	CR NATIONAL SAVINGS A			
	ANIC47306		52.80	
	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	CR RHONDDA CYNON TAFF		284.00	
	BP [REDACTED]			
	Receipt	14.98		
	VIS AMZNMktplace*R83NE			
	amazon.co.uk	21.99		
	VIS EposNow			
	Norwich	30.00		
	BP [REDACTED]			
	[REDACTED]		57.00	
	CR [REDACTED]			
	[REDACTED]		111.00	4,926.63
21 Feb 25	CR [REDACTED]			
	[REDACTED]		34.20	
	BALANCE CARRIED FORWARD			4,960.83

26 January to 25 February 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 535

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			4,960.83
	BP [REDACTED]			
			32.00	
	VIS AMZNMktplace*R89LL amazon.co.uk	224.35		
	VIS TESCO STORES 2799 LLANTRISANT	53.04		
	VIS Spotify Limited London	19.99		
	CR [REDACTED]			
			210.00	4,905.45
22 Feb 25	BP [REDACTED]			
			22.50	4,927.95
23 Feb 25	CR [REDACTED]			
	INVOICE 15036		140.00	
	CR [REDACTED]			
	15063		210.00	5,277.95
24 Feb 25	CR [REDACTED]			
			225.00	
	CR RHONDDA CYNON TAFF		2,230.00	
	DD GOCARDLESS	91.76		
	DD PENINSULA BUSINESS	220.10		
	CR [REDACTED]			
			350.00	
	CR NATIONAL SAVINGS A AMAH77448		240.00	
	CR [REDACTED]			
	INVOICE 15035		280.00	
	CR [REDACTED]			
			140.00	
	CR [REDACTED]			
	15095		50.00	8,481.09
25 Feb 25	CR NATIONAL SAVINGS A LTOL88835		112.00	
	CR NATIONAL SAVINGS A HBAR63459		50.00	
	BP [REDACTED]			
			140.00	
	VIS TESCO STORES 2799 LLANTRISANT	104.96		
	CR [REDACTED]			
			182.00	
	CR [REDACTED]			
	PLAY TOTS 15097		40.00	8,900.13
25 Feb 25	BALANCE CARRIED FORWARD			8,900.13

Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary

Opening Balance	8,90 0.13
Payments In	85,780.23
Payments Out	65,054.08
Closing Balance	29,626.28

26 February to 25 March 2025

International Bank Account Number

GB75HBUK40444821509314

Branch Identifier Code

HBUKGB4149J

Account Name

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode

40-44-48

Account Number Sheet Number

21509314

537

Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
25 Feb 25	BALANCE BROUGHT FORWARD			8,900.13
26 Feb 25	CR NATIONAL SAVINGS A FPUD47746		140.00	
	CR NATIONAL SAVINGS A OJAM23336		210.00	
	CR PLUXEE UK RBS CC		70.00	
	BP [REDACTED] Receipt	8.60		
	CR [REDACTED] [REDACTED]		32.00	
	BP [REDACTED] Receipts	99.09		
	CR [REDACTED] [REDACTED]		183.00	
	VIS AMZNMktplace*R01GM amazon.co.uk	13.79		
	VIS AMZNMktplace*R03SX amazon.co.uk	38.97		
	VIS Amazon.co.uk*R08G4 AMAZON.CO.UK	48.72		
	VIS AMZNMktplace*R04IS amazon.co.uk	41.95		
	VIS AMZNMktplace*R098I amazon.co.uk	44.65		
	VIS Amazon.co.uk*R09EN AMAZON.CO.UK	43.32		
	VIS RHONDDA CYNON TAFF RHONDDA CYNON	249.05		
	BALANCE CARRIED FORWARD			8,946.99

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509314 538

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			8,946.99
	VIS AMZNMktplace*R093U amazon.co.uk	161.40		
	VIS Amazon.co.uk*R0520 AMAZON.CO.UK	75.10		
	BP JOLENE ALLEN Receipt	14.99		
	CR [REDACTED]			
27 Feb 25	CR [REDACTED] NATIONAL SAVINGS A IBYA81304		560.00	9,255.50
	DD PENINSULA BUSINESS	99.49		
	CR [REDACTED] 15071 C		480.00	
	CR [REDACTED] 15098		875.00	
	CR FDEL Faster Paymen FDMS 511224263		24.05	
	CR [REDACTED]		32.00	
	TFR 404448 21509322 INTERNET TRANSFER		20,000.00	
	VIS SPOTTED PENGUIN IPSWICH	1,157.76		
	VIS LBS BUILDERS MERCH 01558 824044	149.78		
	CR Trybooking UK Limi Multiply 2		1,133.00	
	CR [REDACTED]		86.00	31,185.52
28 Feb 25	DD GOCARDLESS	12.00		
	SO S&J BRATTON LCPD	406.25		
	CR NATIONAL SAVINGS A AWOR90080		32.00	
	CR NATIONAL SAVINGS A LLLO34994		350.00	
	CR [REDACTED]		140.00	
	BP [REDACTED] WAGES	357.50		
	BP [REDACTED] WAGES	1,438.97		
	BP [REDACTED] WAGES	1,431.52		
	BALANCE CARRIED FORWARD			28,061.28

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 539

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			28,061.28
BP	[REDACTED] WAGES	106.62		
BP	[REDACTED] WAGES	106.19		
BP	[REDACTED] WAGES	904.76		
BP	[REDACTED] WAGES	1,708.86		
BP	[REDACTED] WAGES	1,320.53		
BP	[REDACTED] WAGES	1,069.80		
BP	[REDACTED] WAGES	237.61		
BP	[REDACTED] WAGES	1,505.53		
BP	[REDACTED] WAGES	2,221.43		
BP	[REDACTED] WAGES	382.90		
BP	[REDACTED] WAGES	1,326.45		
BP	[REDACTED] WAGES	448.22		
BP	[REDACTED] WAGES	1,463.61		
BP	[REDACTED] WAGES	1,615.72		
BP	[REDACTED] WAGES	1,175.37		
BP	[REDACTED] WAGES	326.68		
BP	[REDACTED] WAGES	1,173.87		
BP	[REDACTED] WAGES	1,254.15		
BP	[REDACTED] WAGES	1,695.65		
BP	[REDACTED] WAGES	1,534.04		
BP	[REDACTED] WAGES	1,500.62		
BP	[REDACTED] WAGES	1,138.76		
	BALANCE CARRIED FORWARD			3,843.91

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 540



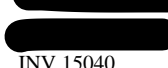
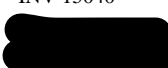


Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			3,843.91
BP	WAGES	901.62		
CR	NATIONAL SAVINGS A HTUD88112		350.00	
CR			141.00	
CR	15049		280.00	
CR			200.00	
CR	15027		280.00	
CR	FDEL Faster Paymen FDMS 511224263		31.85	
CR	CASH IN P.O. FEB28 BRIDGEND ROA@12:06 465941XXXXXX1797		643.34	
CR	CASH IN P.O. FEB28 BRIDGEND ROA@12:09 465941XXXXXX1797		400.41	
CR			50.00	
CR	INVOICE 14923		84.00	
CR	INVOICE 15067		140.00	
CR			70.00	
BP	BRYNCAECOMCENTRE 0135	450.00		
BP	BRYNCAECOMCENTRE 0136	90.00		
BP	BRYNCAECOMCENTRE 0137	90.00		
BP	HMRC TAX CR CUMBLD 948PY001282031912	4,274.54		
BP	Brynna Com Centre Playtots Dec 2024	444.00		
CR	15085		350.00	
CR			95.00	709.35
01 Mar 25	15060		70.00	
	BALANCE CARRIED FORWARD			779.35

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 541

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			779.35
	BP 		480.00	
	BP 		140.00	
	CR 		32.00	
	CR 		32.00	
	CR 		190.00	
	INVOICE 15091		190.00	
	CR 		129.00	1,782.35
02 Mar 25	INVOICE 14948		129.00	
	CR 		140.00	
	CR 		70.00	
	INV 15040		70.00	
	CR 		319.00	
	BP 		190.00	2,501.35
03 Mar 25	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	DD GOCARDLESS	24.00		
	DD DVLA-DY67VJL	16.62		
	DD SMARTESTENERGY BUS	483.00		
	DD TESCO MOBILE	46.51		
	DD TESCO MOBILE	41.99		
	DD CLOSE-MOVO INSURAN	119.58		
	SO 	220.00		
	SO SGD			
	MONTHLY PAYMENT	37.49		
	SO ADC			
	MONTHLY PAYMENT	15.00		
	CR 		210.00	
	CR 		780.00	
	BP 		70.00	
	CR NATIONAL SAVINGS A		624.00	
	CR 		64.00	
	15020 + 15016		64.00	
	BALANCE CARRIED FORWARD			4,140.16

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 542

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			4,140.16
	CR FDEL Faster Paymen FDMS 511224263		79.35	
	CR [REDACTED]		70.00	
	CR [REDACTED]		50.00	
	VIS TESCO SUBSCRIPTION 01707298000	6.99		
	VIS Amazon Prime*R03BW amzn.co.uk/pm	8.99		
	CR [REDACTED]		474.00	4,797.53
04 Mar 25	CR COMP VOUCHER SERV		168.00	
	CR NATIONAL SAVINGS A KTUC26249		245.00	
	CR NATIONAL SAVINGS A OTUC98173		245.00	
	CR [REDACTED]		70.00	
	BP [REDACTED]		30.00	
	CR FDEL Faster Paymen FDMS 511224263		5.65	
	VIS TESCO STORES 2799 LLANTRISANT	99.77		5,461.41
05 Mar 25	CR NATIONAL SAVINGS A KSEA55981		70.00	
	BP [REDACTED]		141.00	
	BP [REDACTED]	200.00		
	CR NATIONAL SAVINGS A HJAM66380		210.00	
	VIS HPI INSTANT INK UK WWW.HP.COM	3.99		
	BP VIBRANT NATION 7629	7.80		
	BP [REDACTED]	9.99		
	CR [REDACTED]		445.00	6,105.63
06 Mar 25	CR NATIONAL SAVINGS A LTOL88835		28.00	
	CR WELSH GOVERNMENT		300.00	
	BALANCE CARRIED FORWARD			6,433.63

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 543

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			6,433.63
	CR WELSH GOVERNMENT		300.00	
	CR [REDACTED]			
			35.00	
	BP DWPDebt Management			
	[REDACTED]	264.82		6,503.81
07 Mar 25	CR NATIONAL SAVINGS A			
	LKER24248		210.00	
	CR PLUXEE UK RBS CC		86.00	
	CR NATIONAL SAVINGS A			
	LWIL26514		140.00	
	CR FDEL Faster Paymen			
	FDMS 511224263		16.00	
	CR [REDACTED]			
	[REDACTED]		64.00	
	VIS AMZNMktplace*R27CA			
	amazon.co.uk	8.99		
	VIS HPI INSTANT INK UK			
	WWW.HP.COM	1.49		
	TFR 404448 21509322			
	INTERNET TRANSFER	3,976.06		
	BP [REDACTED]			
	Receipts	8.10		
	BP [REDACTED]			
	Receipts	26.34		
	BP [REDACTED]			
	Cafe	27.53		
	CR [REDACTED]			
09 Mar 25	CR [REDACTED]		32.00	3,003.30
			467.00	3,470.30
10 Mar 25	DD POZITIVE ENERGY	78.57		
	DD INTUIT LIMITED	116.76		
	DD POZITIVE ENERGY	28.01		
	CR NATIONAL SAVINGS A			
	MWIL47470		370.00	
	BP [REDACTED]			
			350.00	
	CR FDEL Faster Paymen			
	FDMS 511224263		43.00	
	VIS MICROSOFT#G0816464			
	MSBILL.INFO	34.67		3,975.29
11 Mar 25	CR FDEL Faster Paymen			
	FDMS 511224263		10.60	
	BALANCE CARRIED FORWARD			3,985.89

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 544

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			3,985.89
	VIS AMZNMktplace*RB3F1 amazon.co.uk	9.99		
	VIS TESCO STORES 2799 LLANTRISANT	115.45		3,860.45
12 Mar 25	CR FDEL Faster Paymen FDMS 511224263		4.50	
	BP [REDACTED]		420.00	
	CR [REDACTED]		67.00	
	CR [REDACTED]		30.00	
	CR [REDACTED]		70.00	
	BP [REDACTED]		17.00	
	BP Brynna Com Centre AB Electrical Serv	30.00		
	BP [REDACTED] Receipt	14.15		
	BP [REDACTED] Receipt	35.69		
	BP [REDACTED]		50.00	4,439.11
13 Mar 25	CR NATIONAL SAVINGS A TBEL18150		70.00	
	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	BP [REDACTED] Invoice 15115		51.20	
	CR [REDACTED]		32.00	
	CR [REDACTED]		432.00	
	CR [REDACTED]		32.00	
	CR [REDACTED]		32.00	
	CR [REDACTED] A		504.00	6,487.31
14 Mar 25	DD FDMS	35.28		
	BP [REDACTED]		48.00	
	BALANCE CARRIED FORWARD			6,500.03

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 545

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			6,500.03
	BP 			
	CR 		32.00	
	CR FDEL Faster Paymen FDMS 511224263		61.00	
	TFR 404448 21509322 INTERNET TRANSFER	3,000.00	36.19	
	VIS TESCO STORES 2799 LLANTRISANT	55.72		3,573.50
15 Mar 25	CR 		28.00	3,601.50
16 Mar 25	CR 		85.00	3,686.50
17 Mar 25	CR PLUXEE UK RBS CC		137.00	
	CR RHONDDA CYNON TAFF		273.00	
	DD CLOSE-MOVO INSURAN	483.68		
	CR NATIONAL SAVINGS A ANIC47306		18.75	
	CR NATIONAL SAVINGS A ANIC47306		280.95	
	CR 		18.00	
	CR FDEL Faster Paymen FDMS 511224263		102.25	
	BP 		14.00	4,046.77
18 Mar 25	CR NATIONAL SAVINGS A KTUC26249		80.00	
	CR NATIONAL SAVINGS A OTUC98173		80.00	
	CR NATIONAL SAVINGS A FPUD47746		160.00	
	CR NATIONAL SAVINGS A ABAR56870		32.00	
	CR COMP VOUCHER SERV		128.00	
	DD MARKETPLACE MERCHA	23.40		
	DR TOTAL CHARGES TO 24FEB2025	5.00		
	CR NATIONAL SAVINGS A IROS12791		128.00	
	CR NATIONAL SAVINGS A JSHA17656		99.00	4,725.37
19 Mar 25	CR RHONDDA CYNON TAFF		4,237.20	
	BALANCE CARRIED FORWARD			8,962.57

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 546

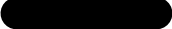
Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			8,962.57
	CR [REDACTED]		26.90	
	CR [REDACTED]		32.00	
	CR [REDACTED]		88.00	
	VIS TESCO STORES 2799 LLANTRISANT	69.23		9,040.24
20 Mar 25	CR WELSH GOVERNMENT		75.00	
	CR WELSH GOVERNMENT		820.00	
	CR RHONDDA CYNON TAFF		870.00	
	BP [REDACTED] Receipt	57.47		
	VIS EposNow Norwich	30.00		10,717.77
21 Mar 25	CR BEACON CURRENT		9,000.00	
	CR CTT ULHB		160.00	
	CR [REDACTED]		70.00	
	CR NATIONAL SAVINGS A MTHO65912		64.00	
	CR NATIONAL SAVINGS A RTHO11413		64.00	
	TFR 404448 21509322 INTERNET TRANSFER		1,000.00	
	CR FDEL Faster Paymen FDMS 511224263		19.74	
	VIS Spotify Limited London	19.99		21,075.52
24 Mar 25	CR RHONDDA CYNON TAFF		26,554.80	
	DD GOCARDLESS	102.21		
	DD PENINSULA BUSINESS	220.10		
	CR [REDACTED] 1512 [REDACTED]		128.00	
	CR FDEL Faster Paymen FDMS 511224263		34.50	
	CR [REDACTED]		281.00	
	VIS AMZNMktplace*RW13R amazon.co.uk	60.60		
	VIS AMZNMktplace*RW5AE amazon.co.uk	12.68		
	TFR 404448 21509322 INTERNET TRANSFER	17,254.80		
	BALANCE CARRIED FORWARD			30,423.43

26 February to 25 March 2025

Your Statement

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode 40-44-48 **Account Number** 21509314 **Sheet Number** 547

Your Charitable Bank Account details				
Date	Payment type and details		Paid out	Paid in
	BP	BALANCE BROUGHT FORWARD		30,423.43
		NEST EFT RECEIPTS		
		IT000000931826	1,051.71	
25 Mar 25	CR	COMP VOUCHER SERV		124.00
	CR			
		15152		224.00
	VIS	TESCO STORES 2799		
		LLANTRISANT	93.44	
25 Mar 25		BALANCE CARRIED FORWARD		29,626.28

Information about the Financial Services Compensation Scheme

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

Credit Interest Rates			Debit Interest Rates		
	balance	AER variable		balance	EAR variable
Credit interest is not applied			Debit interest		
					21.34%

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary

Opening Balance	10,037.63
Payments In	8,974.10
Payments Out	5,000.00
Closing Balance	14,011.73

Interest Rate - Valid as at end date of the statement period
1.81% AER

26 December 2024 to 25 January 2025

International Bank Account Number
GB53HBUK40444821509322

Branch Identifier Code
HBUKGB4149J

Account Name
LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode Account Number Sheet Number
40-44-48 21509322 99

Your Business Money Manager details				
Date	Payment type and details	Paid out	Paid in	Balance
25 Dec 24	BALANCE BROUGHT FORWARD			10,037.63
27 Dec 24	TFR			
		5,000.00		5,037.63
17 Jan 25	TFR			
			4,937.63	
	TFR			
			4,024.74	14,000.00
25 Jan 25	CR			
			11.73	14,011.73
25 Jan 25	BALANCE CARRIED FORWARD			14,011.73

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Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary

Opening Balance	14,011.73
Payments In	24,012.21
Payments Out	15,000.00
Closing Balance	23,023.94

Interest Rate - Valid as at end date of the statement period
1.69% AER

26 January to 25 February 2025

International Bank Account Number

GB53HBUK40444821509322

Branch Identifier Code

HBUKGB4149J

Account Name

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode

40-44-48

Account Number Sheet Number

21509322 100

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
25 Jan 25	BALANCE BROUGHT FORWARD			14,011.73
28 Jan 25	TFR 4			
30 Jan 25	TFR		988.27	15,000.00
04 Feb 25	TFR	15,000.00		0.00
17 Feb 25	TFR		20,000.00	20,000.00
25 Feb 25	CR		3,000.00	23,000.00
			23.94	23,023.94
25 Feb 25	BALANCE CARRIED FORWARD			23,023.94

Information about the Financial Services Compensation Scheme

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Your Statement

LLANHARAN COMMUNITY DEVELOPMENT
PROJECT LTD
23A Bridgend Road
Llanharan
Pontyclun
Mid Glamorgan
CF72 9RD



Account Summary

Opening Balance	23,023.94
Payments In	24,242.02
Payments Out	21,000.00
Closing Balance	26,265.96

Interest Rate - Valid as at end date of the statement period
1.69% AER

26 February to 25 March 2025

International Bank Account Number

GB53HBUK40444821509322

Branch Identifier Code

HBUKGB4149J

Account Name

LLANHARAN COMMUNITY DEVELOPMENT PROJECT LTD

Sortcode

40-44-48

Account Number Sheet Number

21509322 101

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
25 Feb 25	BALANCE BROUGHT FORWARD			23,023.94
27 Feb 25	TFR	20,000.00		3,023.94
07 Mar 25	TFR		3,976.06	7,000.00
14 Mar 25	TFR		3,000.00	10,000.00
21 Mar 25	TFR	1,000.00		9,000.00
24 Mar 25	TFR		17,254.80	26,254.80
25 Mar 25	CR		11.16	26,265.96
25 Mar 25	BALANCE CARRIED FORWARD			26,265.96

Information about the Financial Services Compensation Scheme

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Date: 13/05/2025

Llanharan Community Council**Page 1**

Time: 15:08

Current and Premium Bank A/c**List of Payments made between 01/04/2025 and 30/04/2025**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2025	RCT	BACS	2,385.60	CP	53164934
01/04/2025	SurveyingCymru	BACS	1,194.00	CP	SC-LCC-01
01/04/2025	SSE Electric	DDR	1,126.26	DDR	IV02649130
04/04/2025	Barclays Bank	DIRECT	22.32		13Feb/12Mar
07/04/2025	FareShare Cymru	BACS	65.00	CP	4498
07/04/2025	One Voice Wales	BACS	1,766.00	CP	2025 OVW MSHIP
07/04/2025	Janine Turner	BACS	39.65	CP	310325 VE80
08/04/2025	C Kutlesa	BACS	37.00	CP	BCC 29.3.25 CLEAN
08/04/2025	Tesco Mobile phones x 3	DDR	9.87	DDR	134241480623
10/04/2025	Events Onstage	BACS	2,688.00	CP	Events Onstage
11/04/2025	HMRC NI & Tax	BACS	1,329.90	CP	948PZ001272292512
11/04/2025	Talk Talk	BACS	46.00	CP	27138713
14/04/2025	Combined Playground Services	BACS	110.00	CP	459
14/04/2025	Rialtos	BACS	382.80	CP	SM32021
14/04/2025	Total Energies	BACS	404.53	CP	374248132/25
15/04/2025	RCT	BACS	852.00	CP	53276220
15/04/2025	ARVAL	DDR	500.58	DDR	RI0013246340
15/04/2025	C Kutlesa	BACS	37.00	CP	33 6/4/25 BCC
22/04/2025	C Kutlesa	BACS	37.00	CP	34 12/4/25
23/04/2025	BNP Paribas Printer	DDR	140.13	DDR	FLLB6830186
28/04/2025	Barclaycard	Apr25	1,548.83		BcardApr25
28/04/2025	RCT Pension Payment	BACS	1,637.18	CP	LCC Apr25 Remit
28/04/2025	STAFF SALARIES	BACS	5,311.98	CP	Sal Apr25
28/04/2025	EDF	BACS	261.24	CP	22918473
29/04/2025	C Kutlesa	BACS	37.00	CP	35 BCC20.4.25
Total Payments			21,969.87		

List of Payments made between 01/04/2025 and 30/04/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/04/2025	Llanharan Service Station	CREDITCARD	31.61	PB	25040901010177
28/04/2025	ALDI	CREDITCARD	48.88	PB	170425
28/04/2025	ALDI	CREDITCARD	111.88	LP	21/03/25
28/04/2025	ALDI	CREDITCARD	141.46	LP	28/03/2025
28/04/2025	ALDI	CREDITCARD	78.99	LP	02/04/25
28/04/2025	Moneysoft	CREDITCARD	103.20	LP	U370391
28/04/2025	ALDI	CREDITCARD	85.35	LP	11/04/25
28/04/2025	ZOOM	CREDITCARD	15.59	LP	INV301450594
28/04/2025	Reach Advertising	CREDITCARD	390.00	LS	1873-5407
28/04/2025	RCT	CREDITCARD	190.00	LS	RCSH10701343
28/04/2025	Indeed	CREDITCARD	186.07	LS	104671886
28/04/2025	Microsoft	CREDITCARD	108.24	LS	E0200VM6KV
28/04/2025	Microsoft	CREDITCARD	24.60	LS	E0200VMBW7
28/04/2025	ZOOM	CREDITCARD	12.99	LS	INV300935096
28/04/2025	ADOBE	CREDITCARD	19.97	LS	IEN2025020943856
Total Payments			1,548.83		

Appendix 8

	Date	£	Receipt	Description
Money In				
Brought forward from 24/25	01/04/2025	1465.12		EMR from 24/25
Total cash receipts	Rolling	154.00		
Total in		1619.12		

Money Out

[illegible]

Total out

305.98

Balance of Funds

1313.14

Ave footfall on a Saturday since
05/04/2025

8

Future funding Approx. weeks

17 weeks

Appendix 10

LLANHARAN COMMUNITY COUNCIL FIXED ASSET REGISTER 2024-25

ASSET TYPE	ITEM DESCRIPTION	TYPE/SERIAL No.	LOCATION	ACQUISITION DATE	Variance between 2023/24 to 2024/25		Value for Asset Register (AGAR Box 9)	
							PURCHASE PRICE ex VAT	
COMMUNITY ASSET	Bus Shelters							
	Parc Bryn Derwen 0330	2 bay double front entry with seats	Opposite Parc Bryn Derwen, Llanharry Rd	01/01/2021			£	1.00
	Parc Bryn Derwen 0331	2 bay half side wih seats	Nr Parc Bryn Derwen, Llanharry Rd	01/01/2021			£	1.00
	Llanharry Road 0333	2 bay walk through L-R with seat	Outside 1 Heol Cynlllan , Llanharry Rd	01/01/2021			£	1.00
	War Memorial 0337	2 bay cantilever	Nr War Memorial Hillside Drive	01/01/2021			£	1.00
	War Memorial 0338	2 bay cantilever	Opposite War Memorial Hillside Drive (2 bay cantilever)	01/01/2021			£	1.00
	Hillside 0339	3 bay double entry with seats	Opposite 3 Hillside Avenue	01/01/2021			£	1.00
	Hillside 0340	2 bay cantilever	Outside 2 Hillside Avenue	01/01/2021			£	1.00
	Meadow Close 0341	2 bay full sides	Outside Meadow Close Brynna Rd	01/01/2021			£	1.00
	Meadow Close 0342	2 bay full sides	Opposite Meadow Close Brynna Rd	01/01/2021			£	1.00
	Meadow Rise 0343	3 bay half sides	Opposite Breezes Brynna Rd	01/01/2021			£	1.00
	Meadow Rise 0344	2 bay half sides	Nr entrance to Meadow Rise Brynna Rd	01/01/2021			£	1.00
	Hillcrest 0345	2 bay quarter sides	Opposite 105 Brynna Rd	01/01/2021			£	1.00
	Hillcrest 0346	Masonry part enclosed	Outside 105 Brynna Rd	Unknown			£	1.00
	Primary School 0348	2 bay full sides with seat	Opposite Brynnau Primary School	01/01/2021			£	1.00
	Mountain Hare 0350	2 bay quarter sides	Outside 13 Brynna Rd	01/01/2021			£	1.00
	Mountain Hare 0351	2 bay quarter sides	Outside Mountain Hare Pub, Opposite 9 Brynna Rd	01/01/2021			£	1.00
	Trenos Gardens 0354	2 bay walk through R-L with seat	Nr 6 Trenos Place Bridgend Rd.	01/01/2021			£	1.00
	Trenos Gardens 0355	2 bay cantilever	Opposite 4 Trenos Place, Bridgend Rd.	01/01/2021			£	1.00
	Post office/Primary School 0356	2 bay half side wih seats	Outside Post Office	01/01/2021			£	1.00
	Post office 0357	2 bay walk through L-R with seat	Outside 14 South View, Bridgend Rd	01/01/2021			£	1.00
	Terry's Way 0357A	2 bay cantilever with seats	Nr roundabout for Terry'sWay, Bridgend Rd	01/01/2021			£	1.00
	Terry's Way 0357B	2 bay cantilever with seats	Nr roundabout for Terry's Way, Bridgend Rd	01/01/2021			£	1.00
	Rose Terrace 0358	2 bay cantilever	Opposite 3 Rose Terrace	01/01/2021			£	1.00
	Post office 0359	2 bay half sides	Outside 4 The Square, A473 Bridgend Rd	01/01/2021			£	1.00
COMMUNITY ASSET	Benches							
	Wayside Bench	Metal	Ynysmaerdy Community Centre	Unknown			£	1.00
	Wayside Bench	Metal	Ynysmaerdy Community Centre	Unknown			£	1.00
	Wayside Bench	Recycled	Lanelay Bus Stop	11/11/2021			£	810.00
	Wayside Bench	Recycled	A473 Lay-by	11/11/2021			£	810.00
	Wayside Bench	Metal	A473 Llanharan Straight	Unknown			£	1.00
	Wayside Bench	Recycled	Welfare Field	11/11/2021			£	810.00
	Wayside Bench	Recycled	Welfare Field	28/11/2019			£	715.00
	Picnic Bench	Recycled	Welfare Field	28/11/2019			£	625.00
	Wayside Bench	Metal	Llanharry Road	Unknown			£	1.00
	Wayside Bench	Recycled	Harold Street Play area	04/09/2018			£	655.00
	Picnic Bench	Wheelchair accessible	Harold Street Play area	07/09/2018			£	380.00
	Wayside Bench	Recycled	Llanharry Road/Bridgend Rd Junction	13/03/2024	£	790.00	£	790.00
	Wayside Bench	Recycled	Bridgend Road (West)	13/03/2024	£	790.00	£	790.00
	Wayside Bench	Recycled	Terry's Way Roundabout/Bridgend Road	13/03/2024	£	790.00	£	790.00
	Wayside Bench	Recycled	Terry's Way (rear)	05/08/2019			£	860.00
	Wayside Bench	Recycled	LRGT Orchard Bryncae Community Centre	28/11/2019			£	731.20
	Wayside Bench	Recycled	Bryncae Bus Stop	25/09/2020			£	731.20
	Wayside Bench	Recycled	Dyffryn Tce/Bryncae	05/06/2020			£	731.20
	Wayside Bench	Metal	Bryncae (PD's)	Unknown			£	1.00
	Wayside Bench	Metal	Trenos Place (Outside play area)	Unknown			£	455.00
	Wayside Bench	Metal	Trenos Place (Outside play area)	Unknown			£	455.00

Picnic Bench	Metal	Trenos Place (Outside play area)	Unknown	£	460.00
Picnic Bench	Metal	Trenos Place (Outside play area)	Unknown	£	460.00
Wayside Bench	Metal	New Road (West)	Unknown	£	1.00
Wayside Bench	Metal	New Road (West)	Unknown	£	1.00
Wayside Bench	Recycled	Heol Y Nant New Road (West)	06/04/2021	£	451.25
Wayside Bench	Recycled	Heol Y Nant New Road (East)	06/04/2021	£	451.25
Wayside Bench	Recycled	New Road/Maes Hedd junction	06/04/2021	£	451.25
Memorial bench	Metal	War memorial	18/04/2019	£	1.00
Wayside Bench	Metal	Path to Bethlehem View from railway station	Unknown	£	1.00
Wayside Bench	Metal	Hillside Avenue	Unknown	£	1.00
Wayside Bench	Recycled	Corner of Oakbrook	09/06/2021	£	1,365.00
Wayside Bench	Recycled	Oakbrook Park	25/09/2020	£	725.00
Picnic Bench	Wheelchair accessible	Oakbrook Park	07/09/2023	£	915.00
Wayside Bench	Metal	Meadow Rise Junction	Unknown	£	1.00
Wayside Bench	Recycled	Meadow Rise Estate	08/11/2024	£ 790.00	£ 790.00
Wayside Bench	Metal	Hillcrest	Unknown	£	1.00
Wayside Bench	Metal	Meadow Rise Open Space	Unknown	£	1.00
Wayside Bench	Recycled	Nr. Brynna Chapel, William Steet, Brynna	26/06/2020	£	1,295.00
Wayside Bench	Recycled	Brynna Fields	06/04/2021	£	701.25
Wayside Bench	Recycled	Brynna Fields	06/04/2021	£	701.25
Picnic bench	Recycled	Brynna Community Centre Park	07/09/2018	£	580.00
Wayside bench	Recycled	Brynna Community Centre Park	07/09/2018	£	655.00
Bench	Metal	Nr Whitehills	Unknown	£	1.00
Wayside Bench	Recycled	Mountain Hare Play area	09/10/2017	£	455.00
Wayside Bench	Metal	Mountain Hare Play area	18/04/2019	£	1.00
Wayside Bench	Wood/Metal	Mountain Hare Play area	Unknown	£	1.00
Wayside Bench	Wooden	Mountain Hare Play area	09/04/2018	£	1.00
Picnic Bench	Recycled	Mountain Hare Play area	09/10/2017	£	460.00
Picnic Bench	Metal	Mountain Hare Play area	Unknown	£	1.00
Wayside Bench	Wooden	Bridgend Road allotments	01/04/2021	£	1.00

COMMUNITY ASSET

Floral Planters					
Precinct Planter	Amphora 800mm	Entreprise Way Junction (Summer)	23/06/2020	£	182.98
Precinct Planter	Amphora 800mm	Entreprise Way Junction (Summer)	23/06/2020	£	182.98
Precinct Planter	Amphora 800mm	William Street Brynna (Summer)	23/06/2020	£	182.98
Precinct Planter	Amphora 800mm	William Street Brynna (Summer)	23/06/2020	£	182.98
Large Octagonal Planter	Self Watering 1200mm	Ynysmaerdy (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	Ynysmaerdy (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	Lanelay (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	Lanelay (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	LRGT Welfare Field (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	LRGT Welfare Field (Summer)	23/06/2020	£	458.13
Large Octagonal Planter	Self Watering 1200mm	Dyffryn Crescent (Summer)	18/06/2021	£	495.65
Large Octagonal Planter	Self Watering 1200mm	Dyffryn Crescent (Summer)	18/06/2021	£	495.65
Large Octagonal Planter	Self Watering 1200mm	Meadow Rise (Summer)	18/06/2021	£	495.65
Large Octagonal Planter	Self Watering 1200mm	Meadow Rise (Summer)	18/06/2021	£	495.65
Town Entrance Planter	1270mm Trough	The Square Llanharan	23/06/2020	£	158.93
Town Entrance Planter	1270mm Trough	The Square Llanharan	23/06/2020	£	158.93
Town Entrance Planter	1270mm Trough	Film Studios Llanilid	23/06/2020	£	158.93
Town Entrance Planter	1270mm Trough	Film Studios Llanilid	23/06/2020	£	158.93
Town Entrance Planter	1270mm Trough	Brynna Road	23/06/2020	£	158.93
Town Entrance Planter	1000mm Trough	Brynna Road	23/06/2020	£	145.52
Fixed Planters		The Square Llanharan	Unknown	£	1.00

	Fixed Planters		The Square Llanharan	Unknown	£	1.00
COMMUNITY ASSET	Hanging Baskets					
	Hanging baskets * 129		Secure storage	17/07/2021	£	3,515.25
	Hanging baskets * 80	410mm S/Watering Cup & Saucer	Secure storage	17/07/2021	£	2,180.00
	Hanging baskets * 4	410mm S/Watering Cup & Saucer	Secure storage	20/04/2022	£	127.00
	Wall brackets * 70			17/07/2021	£	947.63
	Wall brackets (4") * 25			06/05/2021	£	371.25
	Lamp post brackets * 132				£	132.00
COMMUNITY ASSET	Noticeboards					
	Noticeboard		Ynysmaerdy	01/06/2023	£	1,391.00
	Noticeboard		The Square, Llanharan	Unknown	£	1.00
	Noticeboard		Llanharan Road	01/06/2023	£	1,391.00
	Noticeboard		Post Office, Bryncae	Unknown	£	1.00
	Noticeboard		Meadow Rise	Unknown	£	1.00
	Noticeboard		Nr. Morrisons Brynna	Unknown	£	1.00
	Noticeboard		Red Roofs Brynna	Unknown	£	1.00
COMMUNITY ASSET	Defibrillators					
	Defibrillator	(21) X15F758628	Red Telephone Kiosk, The Square, Llanharan	01/01/2018	£	1.00
	Defibrillator	(21) X17C901671	Ynysmaerdy Community Centre Glan Yr Ely	01/05/2018	£	1.00
	Defibrillator	(21) X23E624819	Llanharan RFC	26/10/2023	£	996.00
	Defibrillator	(21) X19A100786	109 Parc Bryn Derwen Llanharan	01/05/2018	£	1.00
	Defibrillator	(21) X17C901805	Selca Nursery, Bridgend Road, Llanharan	01/05/2018	£	1.00
	Defibrillator	(21) X17C901583	33 Ffordd y Dolau (Enterprise Way)	01/05/2018	£	1.00
	Defibrillator	(21)X21L442032	St. Ilid's Meadow	20/05/2022	£	940.00
	Defibrillator	(21)XL441791	Bryncae Community Centre	20/05/2022	£	940.00
	Defibrillator	(21)X21L442069	10 Heol Y Parc, Heol Y Nant, New Road	20/05/2022	£	940.00
	Defibrillator	(21) X17C901735	Road to Llanilid Church	01/05/2018	£	1.00
	Defibrillator	(21) X19A097285	9 Red Roofs Close, Mountain Hare	01/01/2018	£	1.00
	Defibrillator	(21) X13I787357	Brynnau Primary School, 12 William St. Brynna CF72 9QJ	01/01/2018	£	1.00
	Defibrillator	(21)X21L442034	Brynna Community Centre	20/05/2022	£	940.00
	Defibrillator	(21)X21L442034	1 Meadow Rise Llanharan	01/01/2018	£	1.00
	Defibrillator	(21) X17C901775	Llanharan Primary School, Lwynbrain Tce. CF72 9PW	01/05/2018	£	1.00
	Defibrillator	(21)X21L442024	11 Rhodfa Bryn Rhydd Lanelay	20/05/2022	£	940.00
	Defibrillator	(21)X21410499	Llanharan OAP Hall, 2 Heol Cynllan, Llanharan	24/03/2023	£	1.00
	Defibrillator	(21)X24L767775	59 Trenos Gardens	05/04/2024	£ 900.00	900.00
	Defibrillator Cabinet		Red Telephone Box, The Square, Llanharan	01/01/2018	£	335.00
	Defibrillator Cabinet		Ynysmaerdy Community Centre Glan Yr Ely	01/05/2018	£	499.00
	Defibrillator Cabinet		Llanharan RFC	20/05/2022	£	395.00
	Defibrillator Cabinet		109 Parc Bryn Derwen Llanharan	01/05/2018	£	499.00
	Defibrillator Cabinet		Selca Nursery, Bridgend Road, Llanharan	01/05/2018	£	499.00
	Defibrillator Cabinet		33 Ffordd y Dolau (Enterprise Way)	01/05/2018	£	499.00
	Defibrillator Cabinet		St. Ilid's Meadow	20/05/2022	£	395.00
	Defibrillator Cabinet		Bryncae Community Centre	20/05/2022	£	395.00
	Defibrillator Cabinet		10 Heol Y Parc, Heol Y Nant, New Road	20/05/2022	£	395.00
	Defibrillator Cabinet		Road to Llanilid Church	01/05/2018	£	499.00
	Defibrillator Cabinet		9 Red Roofs Close, Mountain Hare	01/01/2018	£	499.00
	Defibrillator Cabinet		Brynnau Primary School, 12 William St. Brynna CF72 9QJ	01/01/2018	£	500.00
	Defibrillator Cabinet		Brynnau Community Centre	20/05/2022	£	395.00
	Defibrillator Cabinet		1 Meadow Rise Llanharan	01/01/2018	£	499.00
	Defibrillator Cabinet		Llanharan Primary School, Lwynbrain Tce. CF72 9PW	01/05/2018	£	499.00

	Defibrillator Cabinet		11 Rhodfa Bryn Rhydd Lanelay	20/05/2022	£	499.00
	Defibrillator Cabinet		Llanharan OAP Hall, 2 Heol Cynllan, Llanharan	27/02/2023	£	645.00
	Defibrillator Cabinet		59 Trenos Gardens	12/03/2024	£	395.00
VEHICLES	Mowers & Machinery					
	Ride on Mower TYM 293 AJ19 WTA	E11-97768KA 2004/26/0083/05	Secure storage	01/04/2019	£	16,260.00
	Ride on Mower John Deere X750	CH3009D309973	Secure storage	01/04/2012	£	8,000.00
	Bowser (1000l)	SA98SHSIOP8302863	Secure storage	20/06/2019	£	2,669.00
	3G Ride on Brusher Countax		Secure storage	01/04/2015	£	2,000.00
	Tow bar - Toyota Proace		HF72 YMD	28/11/2022	£	435.00
OTHER ASSETS	Equipment					
	Strimmer Kawasaki 550 Brush Cutter		Secure storage	16/12/2020	£	567.00
	Stihl Long Reach Hedge Cutter		Secure storage	06/10/2020	£	417.08
	Petrol Jetwash		Secure storage	23/01/2025	£ 509.32	£ 509.32
	Waterpump		Secure storage	16/07/2024	£ 354.17	£ 354.17
	Strimmer & brush cutter x2		Secure storage	Unknown	£	500.00
	Hewlett Packard Laptop (refurbished)	5CG2038FBH	2 Chapel Road, Llanharan. CF72 9QA	08/08/2023	£	283.33
	Dell Latitude 3520 laptop	BCE18DBD-7E31-45FB-885B-B947E02DB921	2 Chapel Road, Llanharan. CF72 9QA	04/11/2022	£	604.97
	Dell Intel Core i3 Vostro 15 laptop	551N2P2	2 Chapel Road, Llanharan. CF72 9QA	01/01/2018	£	250.00
	Dell Latitude 3550 laptop	HQVVG74	2 Chapel Road, Llanharan. CF72 9QA	05/02/2025	£ 867.42	£ 867.42
	TV and stand 1		Bryncae Community Centre	01/04/2019	£	300.00
	Meeting Owl and expansion Mic		2 Chapel Road, Llanharan. CF72 9QA	29/08/2022	£	889.50
	Bush 50" TV monitor		Llanharan OAP Hall, Cynllan Avenue	29/06/2022	£	229.12
	Prechen 14" LED monitors x 2			27/02/2023	£	131.64
	Office Blinds		The Square, Llanharan. CF72 9NR	Unknown	£	800.00
	Office Chairs * 2		The Square, Llanharan. CF72 9NR	Unknown	£	250.00
	Office Desks * 2		The Square, Llanharan. CF72 9NR	Unknown	£	300.00
COMMUNITY ASSET	Street Lighting					
	Street Lighting		Calfaria Lane, Llanharan	25/05/2021	£	8,427.54
COMMUNITY ASSET	Community Clocks					
	The Smithy Clock		The Square, Llanharan	Unknown	£	1.00
	Brynna		Leyshon's Fish Bar, Brynna	Unknown	£	1.00
COMMUNITY ASSET	Street Furniture (Misc)					
	Coal Dram		Enterprise Way, Llanharan	06/03/2013	£	345.00
	Telephone Box		The Square, Llanharan. CF72 9NR	05/03/2024	£	5,018.00
	Gazebos x 3		Secure storage	27/06/2022	£	299.97
COMMUNITY ASSET	Civic Regalia					
	Chair Chain of Office		The Square, Llanharan. CF72 9NR	Unknown	£	1.00
	Deputy Chair Chain of Office		The Square, Llanharan. CF72 9NR	Unknown	£	1.00
COMMUNITY ASSET	Llanharan Pantry					
	Fridge Freezer		Bryncae Community Centre	27/09/2022	£	290.83
	Chest Freezer		Bryncae Community Centre	27/09/2022	£	250.00
COMMUNITY ASSET	War Memorial					
	Statue of Battlefield infantryman (Portland stone)	Master Sculptor: William Willingale Taylor	The Square, Llanharan. CF72 9NR	01/01/1934	£	1.00
	Brynna Memorial Obelisk		St.Peter's Chrchyard, Brynna.	21/08/1926	£	1.00
	War memorial lights Llanharan		The Square, Llanharan. CF72 9NR	02/12/2021	£	720.00

COMMUNITY ASSET	Wood Carvings							
	Dormice x 2		Brynna Woods	23/12/2022	£		1,000.00	
	Kingfisher		Brynna Woods	23/12/2022	£		500.00	
	Tawny Owl		Brynna Woods	23/12/2022	£		500.00	
	Bats x 2		Brynna Woods	23/12/2002	£		1,000.00	
	Violet Oil Beetle		Brynna Woods	07/02/2023	£		800.00	
	Dragon		Brynna Woods	13/02/2023	£		700.00	
	Pit Pony		Brynna Woods	23/05/2023	£		3,500.00	
	Classroom		Brynna Woods	26/10/2023	£		4,700.00	
	Miner's Lamp		Brynna Woods	07/11/2023	£		700.00	
	Birdposts		Brynna Woods	10/11/2023	£		2,900.00	
	Fairy Castle		Brynna Woods	12/03/2024	£		1,700.00	
COMMUNITY ASSET	Christmas Lights							
	Multicolour LED Light String 10m lead/sockets * 94	FLC2020	Secure storage	01/12/2022	£		3,078.50	
	Merry Christmas motif		Brynna Primary School	01/01/2016	£		1.00	
	Angel motif		Secure storage	01/01/2016	£		1.00	
	Light strings & accessories * 1		Secure storage	09/11/2022	£		826.50	
	String lights (Ynysmaerdy)		Secure storage	18/12/2020	£		252.00	
	Transformer * 14	FLC2104	Secure storage	Unknown	£		14.00	
	Connectors * 14	FLC2105	Secure storage	Unknown	£		14.00	
	C/Form plug * 14		Secure storage	Unknown	£		14.00	
	5m extension	FLC2020	Secure storage	Unknown	£		14.00	
COMMUNITY ASSET	Play Ground Equipment							
	Mountain Hare Play Area				£		43,000.00	
	Skateboard Park, Oakbrook				£		60,000.00	
COMMUNITY ASSET	Buildings							
	Welfare Ground Shower Block		Welfare Ground, Llanharan. CF72 9RA	Unknown	£		1.00	
LAND	Land							
	Mountan Hare Play Area			04/09/1969	£		1.00	
	Meadow Rise Play Area			Unknown	£		1.00	
	Bridgend Rd Allotment Site			Unknown	£		1.00	
	Jubilee Street Allotment Site			Unknown	£		1.00	
	Pendre Allotment Site			Unknown	£		1.00	
	Memorial Rise plot		Part owned	31/03/1983	£		1.00	
	William Street plot		North of Llanharan Cemetery	19/09/1990	£		1.00	
	Bridgend Rd plot (Dram)			06/03/2013	£		1.00	
					£	5,790.91	£	230,710.34

Asset Register AGAR			
2023-24	Value	£	504,353.73
Asset Register			
2023-24	Restatement	£	224,919.43
	Variance	-£	279,434.30
2024-25	Asset register	£	230,710.34



LLANHARAN COMMUNITY COUNCIL

FIXED ASSET REGISTER POLICY

Introduction

The Community Council must maintain an asset register to ensure fixed assets are appropriately safeguarded as detailed in the JPAG Practitioners' Guide 2024. The asset is first recorded on the asset register at acquisition cost. Once recorded, the value of the asset will not change from year to year, unless the asset is materially enhanced. Commercial concepts of depreciation, impairment adjustments, and revaluation are not required or appropriate for this method of asset valuation. Therefore, for reporting purposes, the original value of fixed assets will usually stay constant throughout their life until disposal.

Asset register

A fixed asset register has four main purposes:

1. It forms a basis for decisions on risk and insurance issues.
2. It provides information on the age and potential lifespan of certain items.
3. It provides assurance of the continued existence of Council's property.
4. It forms a basis for the completion of box 9 in the 'Annual Return.'

The definition of fixed assets means property, plant and equipment with a useful life of more than one year used by the Council to deliver its services.

The following items are included in Llanharan Community Council's asset register, whether purchased, gifted or otherwise acquired, together with their holding location:

1. Land and buildings held freehold or on long term lease in the name of the Council.
2. Community assets.
3. Vehicles, plant and machinery.
4. Assets considered to be portable, attractive or of community significance.
5. Other assets estimated or known to have a minimum purchase or resale value of £250 (matching current insurance excess).

The following items fall outside the definition for inclusion and are therefore excluded: land and buildings which are rented or held on a short-term lease, stationery and other consumables, plants and trees and assets with a purchase or resale value of less than £250 (other than items listed as for inclusion in the asset register).

The asset register will contain the following information:

1. Description of the asset and its location.
2. Dates of its acquisition, upgrade and disposal.
3. Costs of acquisition and any expenditure which increases the life of the asset.
4. Any other information which may be relevant.

Asset Valuation

Assets must be valued by one of the following means based on available information:

1. The purchase price **or**;
2. The insurance valuation should be applied where it is not possible to trace the purchase price of the asset **or**;
3. A nominal value of £1 may be applied as a last resort.

This should also be used for assets gifted to the Council.

The Council may own assets that do not have a functional purpose or any intrinsic resale value (for example, a war memorial). These assets are often referred to as 'community assets'. Authorities should record community assets in the assets register in the same way as gifted assets. The asset should be included in the asset register with a nominal one pound (£1) value.

Any new assets should be added to the Asset Register with their values recorded at the purchase price (net of VAT if VAT is being reclaimed or at £1 if gifted to the Council). Any assets that are sold, lost or disposed of, should be removed from the Asset Register and recorded in the schedule of disposals. The asset register, schedule of disposals and this policy will be reviewed annually and approved by the Council at the same time as the approval of the Annual Return.

Appendix 11

Direct debits						
Payee	Description	Value ex VAT (£)	Value inc VAT (£)	Frequency	Type	Comment
Arval	Electric van hire	417.15	500.58	Monthly	Fixed DDR	
Tesco mobiles	Mobile phones	8.23	9.87	Monthly	Fixed DDR	
BNP Paribas	Printer rental	116.77	140.13	Monthly	Fixed DDR	
SSE	Office electric			Monthly	Variable DDR	
Barclaycard	Barclaycard payment			Monthly	Variable DDR	
Barclays	Bank charges	22.32	N/A	Monthly	Variable Direct	

Routine Payments						
Payee	Description	Value ex VAT (£)	Value inc VAT (£)	Frequency	Type	Comment
CK	BCC cleaning	37.00	N/A	Weekly	Fixed	Approve SO set up
Talktalk	BCC Bband	38.33	46.00	Monthly	Fixed	Approve DDR set up
Brynna Domestic Cleaning	Office cleaning	96.00	N/A	Monthly	Fixed	Approve SO set up
RCT	BCC rates	852.00	N/A	June-Jan 25	Fixed	Approve DDR set up
Clarity Copiers	Cost per copy	6.49	8.15	Monthly	Variable	Approve DDR set up (£0.03 colour/ £0.003 B&W)
British Telecom	Telephone/broadband	321.85	378.22	Quarterly	Variable	Approve DDR set up
Welsh Water	Bridgend Road allotments	64.03	N/A	Bi annually	Variable	Approve DDR set up
Welsh Water	Pendre allotments	42.50	N/A	Bi annually	Variable	Approve DDR set up
Welsh Water	Office water	82.96	N/A	Bi annually	Variable	Approve DDR set up

Routine Payments - Barclaycard						
Payee	Description	Value ex VAT (£)	Value inc VAT (£)	Frequency	Type	Comment
Microsoft	Office software	20.50	24.60	Monthly	Fixed B/card	Monthly subscription
Microsoft	Office software	90.20	108.24	Monthly	Fixed B/card	Monthly subscription
Adobe	Office software	19.97	16.64	Monthly	Fixed B/card	Monthly subscription
Zoom	Office software	12.99	N/A	Monthly	Fixed B/card	Monthly subscription

LLANHARAN COMMUNITY COUNCIL

Resolutions and recommendations of the Human Resources Committee held on Thursday 8th May 2025

HR2025/019 Recommendations of the interview panel and to appoint a Grounds-person under delegated authority.

RESOLVED

To appoint Paul Harris as Grounds-person

Employment to commence at a mutually agreeable date after 11th May 2025 (Delegated to the Clerk).

Hours of work: 16 hours per week. (To be arranged with the Clerk).

Pay: SCP 5 (currently £12.85).

All other terms of contract as per NALC standard contract.

The Clerk to issue a contract accordingly.

The Officers of the council delegated authority to make such arrangements as necessary to facilitate the employees employment, pension enrolment and other matters pertaining to their lawful employment.

LLANHARAN COMMUNITY COUNCIL

Resolutions and recommendations of the Community Engagement Committee (CEC) held on Thursday 15th May 2025

CEC2025/033 Quotations for a 3 year contract for the erection of the Council's summer baskets beginning in Summer 2025.

RESOLVED

To appoint D3 signs to erect the summer hanging baskets and to issue a 3 year contract as per the specification provided and the quotation received. The conditions of the Councils' financial regulations having been satisfied. The officers being authorized to spend up to the annual amount stated on the contract plus a 10% contingency per year in the case of unforeseen extra costs.

Specifically £945 +10% in 2025, £1,015 + 10% in 2026 and £1,092 + 10% in 2027

Appendix 14

Additional resolutions and recommendations of the Community Infrastructure Levy (C.I.L) Committee held on Tuesday 4th February 2025.

Note: These items were resolved in the February meeting of Council but omitted from the minutes in error. Therefore they must be reconsidered.

CIL2025/016 Additional Costs for Footpath Reopening Project

RECOMMENDED

To allocate an additional £1,800 of cost to the project 'LCC21/20 Reopening of footpath RAN17/1 adjacent to the Bryncae Arms,' updating the CIL123 and Active Project lists accordingly and closing the project.

CIL2025/017 Removing Picnic Benches at Lanley Estate from CIL123 and Active Project Lists

RECOMMENDED

To remove project 'LCC23/Lan2 Picnic benches at Lanley Estate' from the CIL123 and Active project lists, as the developer has repeatedly failed to respond to requests for permission.

CIL2025/018 Referral of Bryncae Community Centre Improvement Project

RECOMMENDED

To delegate the spend of CIL funds allocated to the project 'LCC23/02 Improvements to Bryncae Community Centre' to the Bryncae Community Centre Committee.

CIL2025/019 Adding the Skateparks Project to CIL123 and Active Project Lists

RECOMMENDED

To add the project 'Skateparks project' to the CIL123 and Active Project lists with a value of £100,000.

Appendix 15

To consider approving spend to alter the office and purchase equipment to accommodate and facilitate the new Assistant Clerk

In order to facilitate the effective onboarding of the Assistant Clerk the officers seek minuted approval for the following:

- Removal of office stud walls. Relocate electrical points and switches. Make good ceiling and carpet tiles. Remove all waste. £850¹

The Clerk having striven to obtain 3 quotes and received only 1. Therefore financial regulations being satisfied.

- Purchase of office desk and Chair - £327.73

The Clerk having striven to obtain 3 quotes by browsing multiple providers.

After searching for competitive prices, the provider selected, Office Furniture direct, was the only provider found that could provide this particular specification of desk (same design, colour and size as the existing office desks) Therefore financial regulation 11.3 e) iii being satisfied.

- Purchase of Laptop - £830.26

The Clerk having striven to obtain 3 quotes by browsing multiple providers.

Laptop purchased direct from Dell. Cheapest found available online.

Therefore financial regulation 11.3 e) iii being satisfied.

- Purchase, fitting and setup of computer dual screens - £395.18

The Clerk having striven to obtain 3 quotes by browsing multiple providers.

After searching for competitive prices, the provider selected, Extrascope, was the only provider found that could provide this particular specification of setup (same manufacturer, design, and technical specification as the existing office stations). Therefore financial regulation 11.3 e) iii being satisfied

To consider legal costs and other arrangements to facilitate the transfer of the Shower block to LRGT

Council has previously resolved the following:

2024/288 Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.

a) *RESOLVED*

To agree in principle to the legal transfer of the Shower block building (adjacent to Llanharan Miners Welfare Hall) and its fixtures and fittings (in line with the terms set out in Appendix 19¹ presented to the meeting) to Llanharan Recreation Ground Trust (LRGT) subject to an approved scheme of improvement works to a maximum value of £50,000 and subject to any further conditions as may be negotiated.

And

b) *RESOLVED*

To instruct the Clerk to commission a building condition report of the shower block to be undertaken by a suitably qualified surveyor. The Clerk being conferred delegated authority to select the cheaper of 3 quotes obtained in line with the Council's financial regulations up to a maximum value to £2,000

Actions taken

- £50,000 has been added to the Council's CIL123 list and Active Project list following a subsequent resolution to allocate CIL funds.
- A building condition survey has been carried out, presented in appendix 17a.
- An estimate of costs has been obtained from our solicitor to process the transfer (conveyancing) presented in appendix 17b.

¹ to incorporate a legal agreement for LRGT to arrange for, but LCC to fund periodic statutory inspections under prescribed conditions.

Clerk's recommendation

The building condition survey (Appendix 17a) has recommended works totaling an estimated £19,750*

**This figure is an estimate only as some of the actions (Legionella, electrical and gas testing for example) have already been completed as part of the routine statutory compliance inspections.*

1. The Clerk recommends that one of the options below is adopted:

- a) To form a Committee with delegated authority to spend the CIL funds allocated to LCC25/01 "Improvements to the Welfare Ground Shower Block" project (currently £50,000 and to include legal fees, the costs of surveys etc.... relating to the work but NOT the transfer of the asset) and to facilitate negotiations with LRGT regarding the scope of work to be carried out, including any discretionary improvement/upgrade work to be carried out in addition to that identified in the building condition report.

The Committee to progress and scrutinise all other aspects of the asset transfer making recommendations to Full Council for resolution, taking into account the basis for the transfer that has already been negotiated informally.

- b) To form a working group to facilitate negotiations with LRGT the scope of work to be carried out, including any discretionary improvement/upgrade work to be carried out in addition to that identified in the building condition report.

The working group to progress and scrutinise all other aspects of the asset transfer making recommendations to Full Council for resolution, taking into account the basis for the transfer that has already been negotiated informally.

- c) Some other option not listed here.

Note: It is preferable that any building or significant improvement works would be undertaken during the football close season. i.e. Between June and late August. Given the potential time taken to agree on a scope of work, to obtain and select from a minimum of 3 quotations and to arrange and complete the

work there are benefits to option 1 in terms of being able to complete any work in time for the 2025/26 football season. If this timeframe cannot be achieved then any work can still potentially be carried out but timings would need to be coordinated with the home games of the football club (or potentially temporary alternative arrangements made for the provision of changing rooms and showers).

2. The Clerk recommends the following

The estimate for legal fees (Appendix 17b) shows an estimated top end cost of £1,576 to represent Llanharan Community Council.

Working on the basis that a similar cost could be borne by LRGT, and that payment of LRGT legal costs forms part of the informally negotiated agreement, the Clerk recommends authorising the officers of the Council to spend up to £3,200 on legal fees for the transfer of the asset. Monies to be allocated to budget line "Professional and legal fees", with the Clerk making enquiries as to whether this spend can be allocated to CIL at a later date.

WARDEN SURVEYORS

007/25MAK23/04/2025v1

Llanharan Community Council
2a Chapel Road
Llanharan
CF72 9QA

26th April 2025

For the Attention of Mr Leigh Smith

Dear Sirs

Inspection of Llanharan Miners Welfare Hall – Shower Block

Further to your recent instruction regarding the above property, I am pleased to comment as follows:

I was commissioned to carry out an inspection of the shower block to the rear of Llanharan Welfare Hall and Fields.

The inspection was undertaken by Mark A. Knight MRICS of Warden Surveyors on Tuesday the 22nd April 2025. Mr Leigh Smith opened the building and gave the surveyor a tour of the facilities.

The weather conditions on the day of the survey comprised blue skies with light cloudy and a temperature of 14° Celsius.

OBSERVATIONS

We carried out an External and Internal inspection of the property and report the following.

The roof of the shower block including the small roof to the rear Boiler Room was formed from profiled metal sheeting supported on painted steel purlins running from left to right. Clear vision panels were set into the roof which were dated and dirty, both internally and externally. There was no evidence to suggest that the metal sheeting was insulated.

The building comprised a rectangular structure with pointed brickwork external walls and internal painted concrete blockwork. We would expect there to be a cavity between the external brickwork and the internal blockwork.

A timber door with metal sheeting was fitted to the Boiler Room and two metal doors, one to the left and one to the right hand side gave access to the building. The left hand door was configured as a fire door with push bar operation.

EXTERNAL

Roof Coverings: Profiled metal sheeting with clear vision panels. Where visible using an Airocam, the metal sheeting appeared sound. Some moss growth and dirt was noted on the roof which could be cleaned off.

Gutters and Downpipes: Sections of half-hexagonal brown uPVC guttering were attached to the timber fascias. We noted a downpipe missing adjacent to the Boiler Room and the gutters on the front section of the building were clogged with weed growth and require clearing.

Fascias Soffits and Vergeboarding: Sections of timber fascia, soffit and verge boarding with some metal cladding were noted. In a number of locations, the metal cladding which was attached to the timber verge boardings which was predominantly on the left and right hand ends of the building was becoming detached from the timber backboard and the decorative finish on the vergeboarding was peeling.

Windows: There were no windows on any of the four elevations to the building.

Doors: On the right hand side was a metal security door with a mortice lock, latch and three security locks. A quarter-panel was located to the right hand side of the door. The door close comfortably into the respective frame.

A second metal clad door configured as a fire door with a push-bar mechanism and internal bolts in the quarter -section of door to the right hand side had been installed. The door was fitted with an overhead door closer and operated smoothly.

There was a double door with external metal sheeting on the external face. The doors were secured using a Yale locks and bolts, The doors were dated but closed comfortably.

Walls: The external walls to the property were formed from masonry cavity brickwork with mortar pointed detailing. Vents were located above the doors on the left and right hand sides, along with external light fittings. We noted some hairline cracking in the mortar pointing above the right hand door. This may be from the door slamming shut as no door closer was fitted. Generally, where visible, the external walls were in good order.

External areas: Concrete paths gave access to the doors to the left and right hand side of the building. There was a section of gravelled surface on the right hand side and running along the front of the building adjacent to the pebble-dashed hall. We would recommend weed growth in this area is treated. Further weed growth was noted to the rear of the right hand side and along the back of the hall. We would recommend this is also treated.

INTERNAL

Roof Structure: In the centre of the roof there were two large painted metal purlins, two the left hand side and two to the right hand side. These were supported by a central blockwork wall with concrete lintels. The metal purlins supported the profiled metal sheet roof. We noted some damage to the sheet roofing adjacent to the right hand wall. There were various penetrations through the roof for pipework. It was also possible to see dirt on the clear panels set into the roof.

Walls: Concrete blockwork pointed walls were noted, some rising to full height to meet the underside of the roof, others terminating approximately 2.5m from roof level. Where visible,

the concrete blockwork was in good order. Vents were noted at high level on both the front and rear elevations set into the blockwork. The blockwork could be redecorated.

Floors: Throughout the building, textured square tiles had been laid. In some areas, notably in the front right changing room and in the rear left changing room, sections of tile were missing, or small areas of pointing were missing between the tiling and the drainage channel. We also noted some cracked tiles in the central corridor where there were 4no screwed down manhole covers set into the floor.

We noted tiled skirting details throughout the building and drain gullies in the shower room floor.

External Doors: The external doors on the left and right hand sides of the building and the boiler room have been previously described and recommendations made with regard to servicing and overhauling.

Internal Doors: There were internal doors serving the changing rooms, the First Aid Room, the Official's Room and internal WCs in each of the facilities. The timber doors were in good order with small pull handles, push-pads and mortice locks. Kickplates were noted at the base of the door and internally, pull handles were noted in a number of locations. Where accessible, the doors were tested and closed comfortably into their respective timber frames. There were gaps at the base of the doors to allow the floor to be washed with a hose pipe.

Drainage: We noted 4no internal manholes in the centre of the internal corridor. These could be lifted and a CCTV Survey undertaken.

Joinery: Painted timber door architraves were noted. These were generally in good order, although if the doors are repainted, the architraves could also be repaired and any minor areas of damage repaired at the same time.

Services\Electrical Fittings: Modern circular light fittings controlled from switches in waterproof enclosures served the internal corridor. We also noted surface mounted twin 13amp switched electric sockets at high level and a room thermostat.

Towards the left hand side of the corridor a section of plastic trunking was missing from a six-gang light switch which controlled the sealed fluorescent light fittings in the changing areas.

Heating: Little panel radiators were noted in the changing areas. These were connected to the boiler in the Boiler Room.

Fixtures and Fittings: Ceramic low level WCs with black wall mounted cisterns were noted. Small wash hand basins with chrome taps were located in the WCs in the changing areas.

Push operated showers fed by painted copper and polished chrome pipework were located in the changing areas. Copper pipework with wheel valves was noted above the changing areas.

A number of the changing areas were being used to store sports equipment. This did restrict the survey in some locations.

CONCLUSIONS AND RECOMMENDATIONS

The following conclusions and recommendations are made regarding the property.

EXTERNAL

Roof Coverings: The roof coverings were generally sound. Clear moss growth and dirt from the roof.

Gutters and Downpipes: Replace damaged or deformed gutters and missing downpipes.

Fascias, Soffits and Vergeboarding: Carry out minor repair and redecorations to the timber fascias and to the metal clad soffits. Consideration could be given to replacing the fascias and soffits.

Doors: Arrange for the doors to be cleaned and the hinges to be oiled. Consideration could be given to replacing the boiler room doors.

Walls: Generally, where visible, the external walls were in good order. We would recommend that the cracking above the right hand entrance door is repointed.

External areas:

Treat the weed growth to the external elevations of the property.

INTERNAL

Roof Structure: Carry out minor repairs to the roof sheeting.

Walls: Redecorate the blockwork.

Floors. We would recommend that minor patch repairs are made to the floor tiling where the tiles are either missing, cracked or the pointing is missing from the edge of the drainage channel in the changing room floor. The tiling could be pressure-washed. The tiled skirtings where visible were in good order.

Drainage: Lift the manhole covers in the central corridor and carry out a CCTV Survey of the drainage.

Internal Doors: Oil the hinges and locks on the doors.

Joinery: Repaint the joinery throughout the building.

Services\Electrical Fittings: Replace the plastic cover on the section of trunking by the Official's Room door.

We would recommend that the electrical test certificate is maintained and tests of the electrical fittings are undertaken as per the current NICEIC Regulations pertaining to changing room facilities.

Heating: We would recommend that the boiler is serviced annually and that any gas tests are completed.

Fixtures and Fittings: Good order.

Boiler Room: Located to the rear left hand side of the changing block was the Boiler Room. This contained 2no Gledhill Esprit hot water cylinders, a Baxi gas-fired boiler and 2no Andrews wall-mounted water heaters. Insulated copper pipework with isolation valves and pumps distributed hot water around the property with 2no pressurisation vessels attached to the right hand wall. In the top right hand corner of the front section of the room was a black polyurethane central heating header tank. We were informed that these had all been maintained, tested and were operational.

To the rear left hand side at floor level was a large gas meter with connections to the boilers.

On the left hand wall was a metal consumer unit labelled 'DB3'. Ten dated RCDs were noted inside with a handwritten chart identifying the circuits. We noted a Drayton heating and a hot water controller, various controls for the extractor fans, a large section of metal trunking and a light switch adjacent to the entrance door with the bulk of the switches taped over. We would recommend that an electrician urgently inspects this and makes any necessary repairs.

Where visible, the mechanical and electrical installations within the property were in good order. We are informed that test certificates for legionella, for the gas and for the electrical services exists.

Sealed fluorescent light fittings were either attached to the underside of the steel beams supporting the roof or, supported from the steel beams on chains.

Timber framed ledged and braced doors with ventilation holes drilled in gave access to the Boiler Room from the external surrounds.

I enclose a copy of a Photographic Schedule comprising photographs taken on the day of the survey. I also attach an estimated Budget Cost Schedule for the repairs required to the property.

Please do not hesitate to contact me should you have any queries.

Yours sincerely



Mark A Knight MRICS
For and on behalf of
WARDEN SURVEYORS

Encs. As above



Metal door on the right hand side of the property.



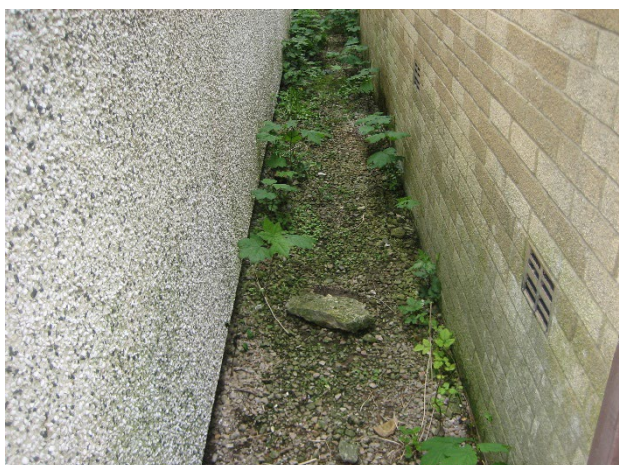
Minor hairline cracking in the brickwork above the right hand door.



Vergeboarding and soffits on both the left and right hand sides of the property were in need of repair or replacement.



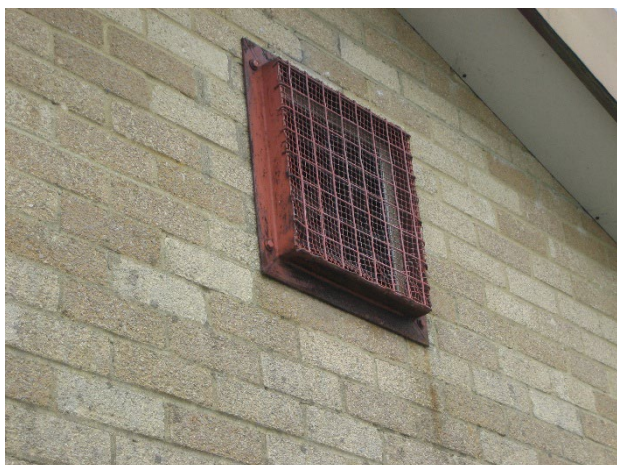
uPVC gutters and fascias on the front of the property were in need of repair and the gutters require clearing.



Weed growth at ground level on the front of the property should be cleared.



Concrete pathway leading to the right hand door.



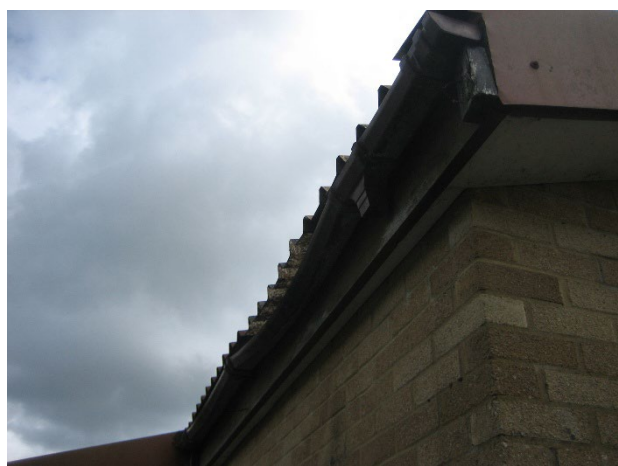
Metal vent grille above the right hand door requires repainting.



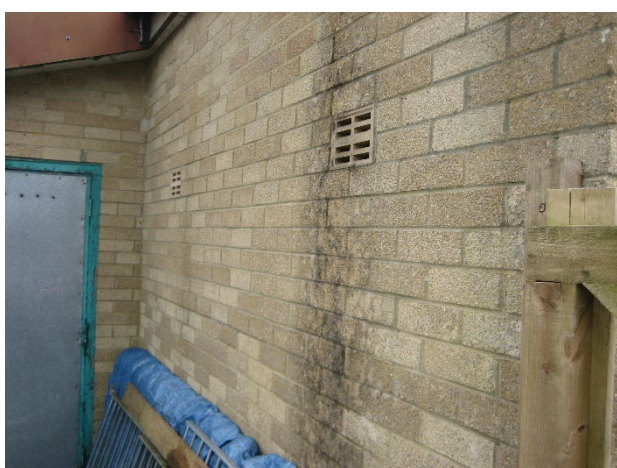
Weed and plant growth to the rear right requires clearing.



Timber gate giving access to the left hand rear boiler room.



Damaged guttering on the rear left hand side of the property should be replaced along with the fascias.



Staining on the wall as a result of the damaged guttering.



Plant growth to the rear of the property should be removed.



Fascias and soffits on the rear of the property require repair or replacement.



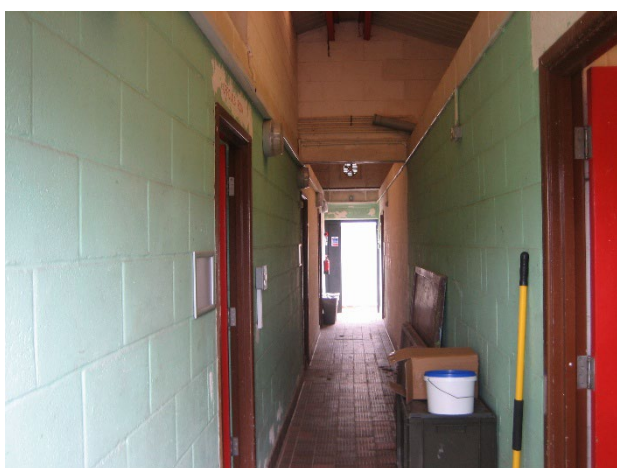
Timber doors with metal cladding giving access to the plant room require replacement.



Pathway leading through the nursery area on the left hand side of the property.



One of 4 manhole covers in the internal corridor within the centre of the changing rooms.



View of the central corridor.



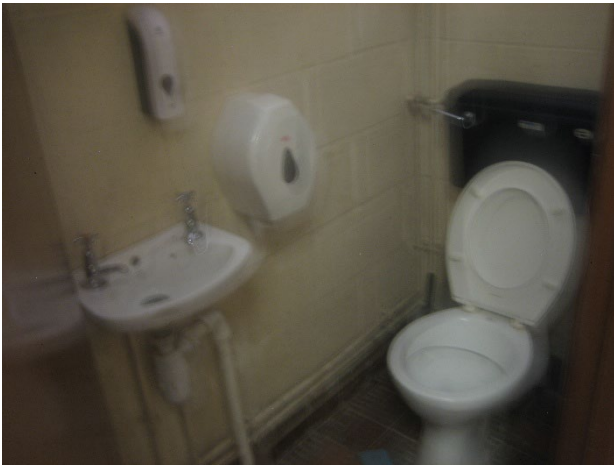
Roof structure.



Clear panels set into the roof require cleaning.



Damaged tile floor in the front right changing room.



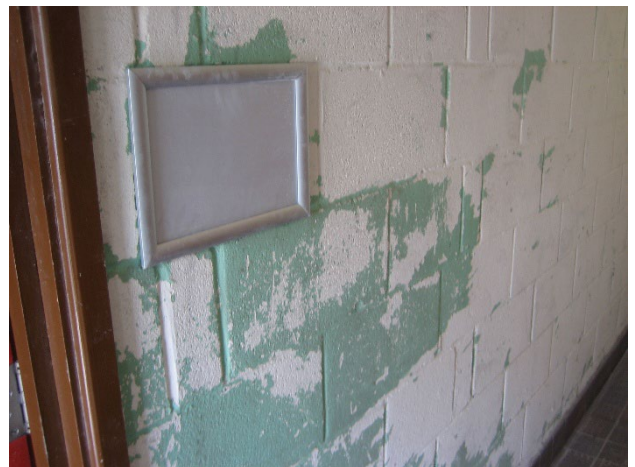
Typical range of sanitary goods located in the small WCs within the changing rooms.



Typical door within the property.



Gaps were noted at the bottom of the door to aid ventilation.



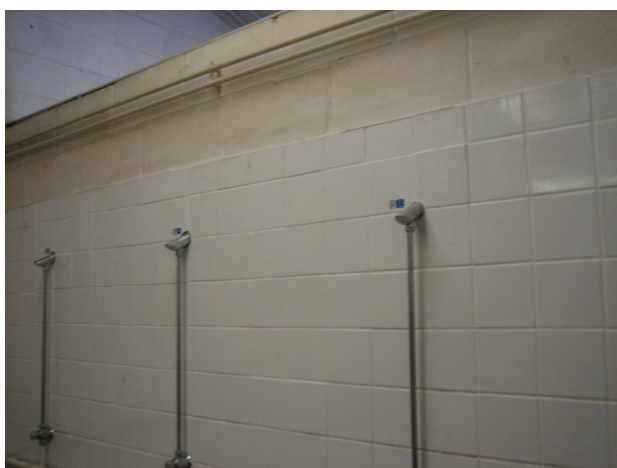
Decorative finishes were generally sound but patchy. Redecoration is recommended.



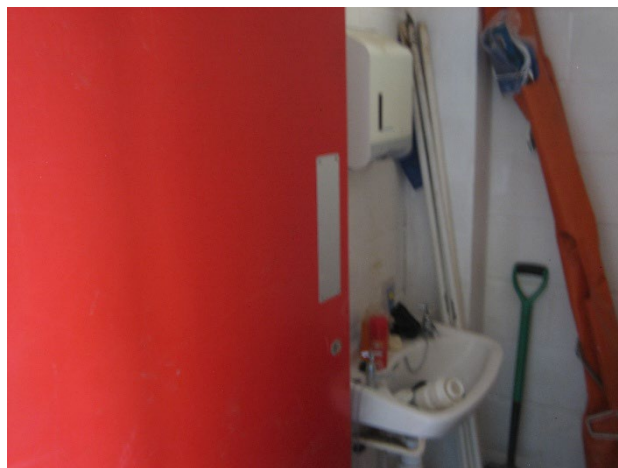
Typical internal view of one of the changing rooms.



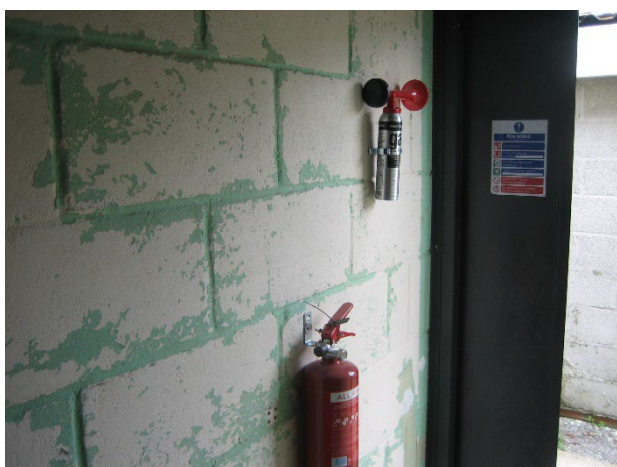
Further view of one of the changing rooms.



Push-button showers in chrome were noted within the changing rooms in the property.



Sink in the First Aid room.



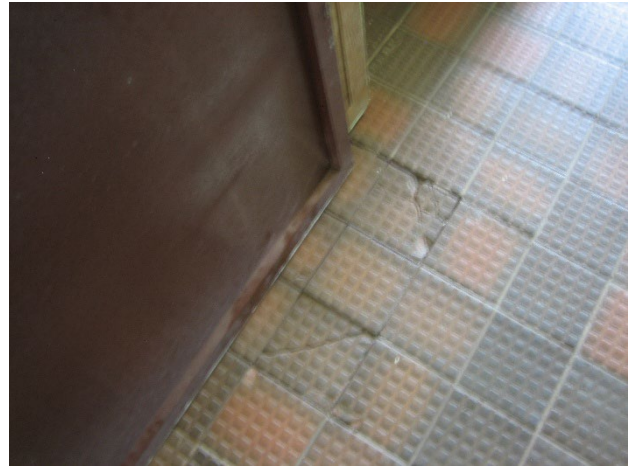
Fire extinguishers and a fire horn had been provided.



Damaged tiling forming the floor in Changing Room 1 requires repair.



View of the rear right changing room.



Damaged tiles in the internal hallway.



Internal view of the Official's Room.



Heating within the Building was provided by metal panel radiators.



Large amounts of stored items were noted in Changing Room 2 restricting views.



Manhole cover which requires replacement adjacent to the Boiler Room door.



Hot water units in the Boiler Room.



Central heating header tank in the Boiler Room.



Andrews water heaters on the rear wall of the Boiler Room.



Gas boiler in the Boiler Room.



One of 3no electrical distribution boards serving the property located in the Plant Room.



Light switch which requires repairing in the Plant Room



Concrete floor and insulated pipework in the Plant Room.



Playing fields were noted to the front of the main welfare building with the changing room to the rear.



Front door on the main building.



Left hand elevation of the property.



View of the rear roof area.



Roof detail on the left hand side of the property.



View along the rear elevation of the property.



Front roof detail.




Further view of the front right roof area.



Budget Cost Estimate



For
Llanharan Miners Welfare
Hall Off Bridgend Rd,
Llanharan, Pontyclun CF72
9RA



We use the following traffic light system to set out the cost of repairs and improvements. Please note we only rate and include within the **Budget Cost Estimate** section 'Serious' or 'Requires Repair/Attention' issues. Unless detailed as 'Not Inspected', all other aspects of the building we deemed do not require repair but must be kept in good condition through regular maintenance.

Serious Issue	<ul style="list-style-type: none"> Issues that need to be repaired, replaced or investigated urgently.
Requires Repair/Attention	<ul style="list-style-type: none"> Issues that need to be repaired or replaced in due course.

The condition summary also includes the estimated cost to rectify any defects found by our Surveyor. Please note the costs shown are for budgetary purposes only and exclude costs for professional fees and VAT.

Please do not hesitate to contact your Surveyor on 07719 857761 Quoting Job Reference 007\25 if you have any queries or concerns.

Condition Summary

The shower block at Llanharan Miners Welfare Hall Off Bridgend Rd, Llanharan, Pontyclun CF72 9RA was generally in a sound and stable condition. The fascia's soffits and guttering require replacement with only minor items of repair and maintenance required on the rest of the building.

Issue Rating	Issue Details	Cost (£)
Serious Issues		
	Investigate the reason for the electrical light switch in the boiler room being covered with tap masking off 5 light switches.	£250.00
Requires Repair/ Attention		
	Replace the fascia's, soffits and verge boarding on all 4 elevations of the building.	£10,000.00
	Carry out patch repairs where holes have been formed in the internal metal face of the roofing covering.	£500.00
	Replace the boiler room doors with metal doors to match the doors on the shower block. Allow for air vents in the doors.	£1,250.00
	Carry out patch repairs to the tiled floors inside the building.	£750.00
	Carry out full internal redecorations.	£5,000.00
	Ensure that the Gas Safety Certificate, The Electrical Test Certificate and the Legionella testing are all carried out annually.	£1,000.00
	Clear all external weeds and plant growth.	£500.00
	If there is a manhole cover below the slab in the grassed area by the boiler room door ensure that manhole is in good order.	£200.00
	Carry out minor electrical repairs as set out in the report.	£150.00
	Carry out a CCTV Drainage survey.	£150.00
	Total:	£19,750.00

FEE PROPOSAL

For Llanharan Community Council

Date: 17 April 2025

Transaction: Transfer of Shower block to Llanharan Recreational Ground Trust (the "Property")

The Work:

- Representing you in the transfer of the unregistered Property to Llanharan Recreational Ground
- Reviewing the title to the Property;
- Assisting you in the preparation of the standard pre-contract enquiries;
- Replying to such specific enquiries as the buyer's solicitor may raise;
- completing the transfer on your behalf;
- Dealing with any post completion formalities.

Fees	Legal Costs	VAT@20%
<u>The Work:</u>		
Dealing with the sale/ transfer of the unregistered property	£1,250.00 - £1,500.00	£250.00-300.00
AML Search (per individual)	£15.00	£3.00
Bank transfer fee and associated costs	£40.00	£8.00
Sub Total:	<u>£1,305.00- £1,555.00</u>	<u>£261.00- 311.00</u>

Expenses/Disbursements:

Official copies of the register of title (per title)	£14.00	N/A
Official copy title documents (per document)	£7.00	
Sub Total:	£21.00	£0.00
Total	<u>£1,326.00- £1,576.00</u>	<u>£261.00- 311.00</u>

This fee proposal is based on the information provided, the Work and the below assumptions. If the assumptions do not apply, if the Work alters or if we are asked to undertake services outside of the Work, then Howells reserve the right to make additional charges. If the transaction becomes abortive, Howells will seek to recover fees accrued on a time basis.

ASSUMPTIONS

- No defects in the Property title and the Property title is not large or complex;
- You hold all the necessary title deeds
- The Property is unencumbered;
- The Property is not part of a Listed Building;
- The buyer has legal representation;
- Communication will be by e-mail.
- Communication does not become protracted
- No indemnity policy is required

Contact Us**[fee earner]**

[Solicitor] – Commercial Property

T: 02920 404027

E: howells@howellslegal.com

Progress report on negotiations for a formal legal agreement to replace the previous Memorandum of Understanding with LRGT and consideration of next steps and other matters pertaining to the Shower block.

- A meeting was held on 14th November 2024 at the Council offices.

A record of the meeting can be found below.

At that meeting the trustees of LRGT present expressed that they would be willing to accept the transfer of the shower block to LRGT. At this point it was felt appropriate to pause any negotiations regarding a lease or legal agreement as this option may be palatable to the Council.

The Council is invited to explore whether it wishes to proceed on this basis.

The steps involved would be:

- To submit proposals to council whether to agree in principle to formally transfer ownership of the shower block to LRGT, subject to an approved scheme of improvement works to a value of circa £50,000
- For the Council to commission a building condition report for the shower block. Est cost circa £2,000
- For the Council and LRGT to agree a scope of improvement for the shower block.
- To engage a solicitor to handle the conveyancing/legal transfer.
- The solicitor to draw up a legal agreement to the effect that the Council would legally commit to undertaking the improvement work (or funding it -TBD) following the legal transfer of the asset. *Note: This clause is to ensure that the legal transfer is not held up by the practicalities of obtaining quotations and/or of carrying out any work.*

- LCC to pay legal/conveyancing costs.

Members are invited to consider the proposals above and whether to instruct the Clerk to proceed on this basis. And whether to commit up to £2,000 from general reserves and to instruct the Clerk to obtain a building condition survey. The Clerk being conferred delegated authority to select the cheaper of 3 quotes obtained in line with the Council's financial regulations.

From: [Llanharan Welfare Hall & Fields](#)
To: [The Clerk / Project Officer](#)
Cc: [Office](#)
Subject: RE: The Community Council Shower Block located at the Welfare field and the Land around Bryncae Community Centre.
Date: 15 November 2024 19:24:18

Evening Leigh

All is agreeable.

Thanks

Sarah

Llanharan Welfare Hall & Fields
LRGT
Charity No: 524178

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

From: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Date: 15/11/2024 10:28 (GMT+00:00)
To: Llanharan Welfare Hall & Fields <mail@lrgt.co.uk>
Cc: Office <Office@llanharan-cc.gov.wales>
Subject: The Community Council Shower Block located at the Welfare field and the Land around Bryncae Community Centre.

Good morning,

Thanks for yesterday.

Below is a summary of the discussions. Could you indicate whether you agree they are an accurate record please? And also whether the £50k figure is agreeable, this figure being already listed on the CIL123 list.

If so I will start the ball rolling on the Council's side and add an item to the agenda for the November meeting.

Meeting held 5pm Thursday 14th November 2025.

Present: Sarah Loney, Martin Liney, LRGT.

Cllr David Evans, Leigh Smith (Clerk), LCC.

- a. Arrangements regarding the Council's shower block situated on LRGT land (See email below for potential heads of terms to be discussed).

To explore the potential option for the Council to formally transfer ownership of the shower block to LRGT, subject to an approved scheme of improvement works to a value of circa £50,000

LRGT having indicated they would be open to this course of action.

In principle for a legal agreement to be drawn up to transfer the ownership in 2025 with a legally binding agreement to commit the funds potentially at a later date but before the end of 2026.

LCC to pay legal/conveyancing costs.

- b. Arrangements regarding the leasing of the Land around Bryncae Community Centre.

LCC awaiting deeds.

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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

llanharan-cc.gov.uk

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llanharan-cc.gov.uk

From: The Clerk / Project Officer

Sent: 13 November 2024 13:42

To: Llanharan Welfare Hall & Fields <mail@lrgt.co.uk>

Cc: Office <Office@llanharan-cc.gov.wales>

Subject: mmRE: The Community Council Shower Block located at the Welfare field and the Land around Bryncae Community Centre.

Good afternoon,

I look forward to seeing you tomorrow at 5pm at the Council office.

Agenda:

- a. Arrangements regarding the Council's shower block situated on LRGT land (See email below for potential heads of terms to be discussed).
- b. Arrangements regarding the leasing of the Land around Bryncae Community Centre.

- c. I also wish to seek formal permission to replace the lighting columns on your land adjacent to Bryncae Community Centre. Specifically, to replace 5 of the damaged black lights posts with 3.5m columns topped with suitable LED lights.

One of the columns we wish to move slightly closer to the entrance gate (which will then also illuminate the garden being built there on your land).

Please let me know if there is anything else you wish to add.

Otherwise, I'll see you then.

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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

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llanharan-cc.gov.uk

From: The Clerk / Project Officer

Sent: 17 October 2024 14:42

To: Llanharan Welfare Hall & Fields <mail@lrgt.co.uk>

Cc: Office <Office@llanharan-cc.gov.wales>

Subject: FW: The Community Council Shower Block located at the Welfare field and the Land around Bryncae Community Centre.

Good afternoon,

As per my previous email, just resending this for reference with regards the negotiations around the shower block only.

Please let me know if and when you are available to meet at your convenience.

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

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llanharan-cc.gov.uk

From: The Clerk / Project Officer

Sent: 16 June 2024 19:45

To: Llanharan Welfare Hall & Fields <mail@lrgt.co.uk>

Cc: Office <Office@llanharan-cc.gov.wales>

Subject: The Community Council Shower Block located at the Welfare field and the Land around Bryncae Community Centre.

Good afternoon,

I am seeking clarity on two issues please:

- a. Arrangements regarding the Council's shower block situated on LRGT land.
- b. Arrangements regarding the leasing of the Land around Bryncae Community Centre.

Arrangements regarding the Council's shower block situated on LRGT land.

Regarding the Council's shower block situated on your land, as you know following informal conversations we seek to negotiate a formal and comprehensive lease/legal agreement to formalise arrangements and ensure statutory compliance in the long term, the current position being considered untenable. Such an agreement could be structured to include other aspects such as field maintenance etc... as well as providing provision for the funding of all aspects of any agreement.

It is important that progress is made with regards to the shower block with heads of terms agreed in principle asap with a view to drawing up a legal agreement prior to the start of the new season when it is assumed the shower block will come back in to use by the public.

This being the case I seek to obtain your view on the following aspects of a potential 'heads of terms' between our two organisations with a view to instructing our solicitors to draw up a formal legal agreement.

Please understand that these points are intended as a summary of your recent conversations with the Chair of the Council, should there be any errors or any aspect of the points below that you do not agree with or consent to then please let me know and I will amend accordingly should you wish to alter or delete or add any aspect of the below.

The legal agreement to...

1. Formalise permission for the building to be sited on LRGT land with appropriate rights of access.
2. act as a formal lease for LRGT to become the leaseholder of the building for a period of 25 years (or some alternative term) with a peppercorn rent levied.
3. Break clauses to be inserted for both parties at appropriate intervals (5 year/10 Year intervals?)
4. For LRGT to take on responsibility for all aspects of insuring and ensuring statutory compliance of the building as the leaseholder.
5. For LCC to legally commit to funding the costs of insuring the building and for any statutory inspections. And to fund subsequent essential work identified by any such statutory inspection required to maintain compliance provided that LRGT can demonstrate evidence of seeking to obtain best values (eg 3 quotes).
6. The legal agreement to include the provision to ensure that the building is fully compliant with statutory requirements prior to handover.

Potential further clauses

7. For the building to be upgraded to a certain standard prior to handover. (This could allude to an upgrade or modernisation of the facilities the value of which would need to be determined by the drawing up of a specification and obtaining 3 quotes for the

work). This specification would need to be agreed by both parties prior to obtaining quotations.

8. To include the maintenance of the sports fields, play park or surrounding areas. It is possible that the off season maintenance and/or white lining could be included in this element. Again with LCC committing to fund such work following the agreeing of a specification for the annual regime of work and contingent of the provision of 3 quotes annually.

I would be grateful if you could respond with your general acceptance or otherwise of fundamental terms so that I may proceed if appropriate.

It is possible that I have misinterpreted some points or omitted some points all together, please feel free to provide details should that be the case.

Members of the Council have expressed the urgency with which they wish to progress the matter the current situation being considered untenable.

Arrangements regarding the leasing of the Land around Bryncae Community Centre.

You have previously agreed loose terms for the potential lease of the land.

I am awaiting a copy of the deeds (and title plan) before the matter can be progressed.

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

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To note the decision of the 'Public Service Ombudsman for Wales' following a code of conduct complaint made.

The full decision notice is available in appendix 19a, below is a summary of the key elements decision made for the benefit of members which can be summarized that that the member was found to be in breach of the Councillors Code of Conduct but that it is not now in the public interest to take any further action.

31. In this case, I am of the view that the Former Member's employment by the BHS is a clear personal interest. Arguably her personal involvement in equestrianism could also reasonably be seen to affect her more than the general public. That being the case, the Former Member is required to declare a personal interest in accordance with Paragraph 11 of the Code. This includes declaring the interest orally at Council meetings on each occasion relevant matters are discussed, it is not sufficient that a member has declared this in their overall register of interests.
32. A personal interest becomes prejudicial, according to the Code, if "a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice the member's judgement of the public interest." The Former Member considered that the crossings being discussed, were for the benefit of all community members, pedestrians, cyclists and equestrians and she had the community interest, as a whole, in mind. In addition, in regard to the Trenos Crossing, NR had a legal obligation, in any event, to provide access suitable for horses, having temporarily extinguished such access. The Former Member said she did not gain personally or financially, nor did her employer gain financially from the projects.
33. The relevant test for prejudicial interests, as set out above, is one of public perception. The Former Member's employment with a lobbying organisation, coupled with her personal hobby that benefits from bridleways, could lead a reasonable person to think they could not act impartially, which would make the Former Member's interest a prejudicial interest. That being the case, the Former Member was required to declare a prejudicial interest and either seek dispensation to discuss matters, or withdraw from any Council discussions, although she would be permitted to take make representations, if members of the public

were afforded this opportunity, in particular agenda discussions on the topic. She would have needed to subsequently withdraw from any Council discussions and decision making on the matter.

34. The evidence overall (the Former Member's failure to declare her personal and prejudicial interests, and her participation in various discussions over time, rather than withdrawing) is suggestive of breaches of various provisions of the Code, as set out particularly in paragraphs 11 and 14 of the Code, including a duty not to seek to influence others.

rights for horse riders). However, the Former Member seriously erred in her judgment on the issue in my view, in circumstances where the Clerk had provided advice to her.

(2) Whether there is public interest in taking further action.

37. There is little doubt that the repeat failure to declare her interests has caused difficulty to the Council. The Council has been, understandably, cautious in progressing the Eweny project and keen to make sure its legal position, in committing significant funds, is on a firm footing, to mitigate potential legal challenges which could cause both financial and reputational risks to the Council. This has caused delays and real practical difficulties, the Clerk has said.
39. In the event, it does not appear that the Council's reputation has been affected, and the Former Member has, albeit very late in the day, now recognised that her interests had become an ever-growing source of contention and concern to the Council, leading to her resignation, in February 2025.

40. While I consider the evidence is suggestive of repeat breaches of the Code, I do not consider that there remains public interest in pursuing matters further, in light of all the circumstances set out and the fact the Former Member has now resigned from the Council.
41. However, should the Former Member become a local councillor again in the future, I would strongly advise her to both make sure she attends all available training on the Code, and to carefully consider the issue of wider public perception, in her future actions. Perceptions of wrongdoing, even if there is no financial or personal gain in fact, can undermine and damage public confidence in local decision making. There are means by which an individual councillor's viewpoint can still be heard within councils, such as by seeking dispensation, but an individual's interests should be open and transparent to the public. Should the Former Member return to a local council, and further issues of this nature arise, we will take this case, and the advice provided, into account in any future decisions.

Finding

Under Section 69(4)(b) of the Local Government Act 2000, my finding is that no action needs to be taken in respect of the matters investigated.

Katrin Shaw

Katrin Shaw

2 May 2025

Cyfarwyddwr Gweithredol - Gwaith Achos a Chyfreithiol |
Executive Director – Casework & Legal²

**Decision issued under paragraph 69(4)(b) of the
Local Government Act 2000**

Case Number: 202400757

**Complaint against Former Councillor Helen Donnan (“the Former Member”)
of Llanharan Community Council (“the Council”)**

Summary of complaint

It was alleged that the Former Member had failed, and continued to fail over a substantial period of time, to declare a personal and prejudicial interest in Council discussions and decisions relating to the Council’s Ewenny Bridge project and also in respect of the Trens Crossing.

Investigation

We decided it was appropriate to investigate, and that the following paragraphs of the Code of Conduct (“the Code”) should be considered:

- 7(a) - [Members] must not in [their] official capacity or otherwise, use or attempt to use [their] position improperly to confer on or secure for [themselves], or any other person, an advantage or create or avoid for [themselves], or any other person, a disadvantage.
- 7(b) – [Members] must not use, or authorise others to use, the resources of your authority;
 - (i) imprudently;
 - (ii) in breach of your authority's requirements;
 - (iii) unlawfully;
 - (iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
 - (v) improperly for political purposes;
 - (vi) improperly for private purposes.

- 11(1) - Where [Members] have a personal interest in any business of [their] authority and [they] attend a meeting at which that business is considered, [they] must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.
- 14(1)(a) - Where [Members] have a prejudicial interest in any business of [their] authority [they] must, unless [they] have obtained a dispensation from [their] authority's standards committee withdraw from the room, chamber or place where a meeting considering the business is being held.
- 14(1)(c) - Where [Members] have a prejudicial interest in any business of [their] authority [they] must, unless [they] have obtained a dispensation from [their] authority's standards committee not seek to influence a decision about that business.
- 14(1)(e) - Where [Members] have a prejudicial interest in any business of [their] authority [they] must, unless [they] have obtained a dispensation from [their] authority's standards committee not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.

When deciding the outcome of any investigation, we apply a 2-stage test. First, we decide whether there is evidence suggestive that a breach of the Code may have taken place. We then consider whether a referral to a Standards Committee or the Adjudication Panel for Wales is required in the public interest. This involves consideration of a number of public interest factors, such as whether further action is required to maintain public trust and confidence in local democracy and the role of elected councillors and is proportionate in the circumstances.

We obtained information from: the Council, including a witness statement from the Clerk and copy minutes and emails and information from the Monitoring Officer. The Former Member provided 2 comprehensive written responses regarding her position on matters.

We found:

1. The Former Member was elected to the Council in March 2020. There are no Council records to show she attended any Code of Conduct training, although the Clerk has provided copy training slides, guidance and the Code to the Former Member.
2. For a number of years, and since the Former Member joined in 2020, the Council has been engaged with Network Rail (“NR”) regarding NR’s demolishing of a multi-user bridge (which forms part of a bridleway) and its building of a new bridge, known as the Trens Crossing. The Former Member has previously been part of a formal Council working group (“WG”) and has also been Chair of the group.
3. In addition, the Council has been seeking to fund the building of a bridge (the Ewenny Bridge). The current bridge is for pedestrians only and unsafe, and the proposal is for the Council to build a multi-user bridge to replace the existing bridge.
4. The specification of both bridges has been a key focus of the work of the WG and NR have aspirations to create a bridleway along the eventual route over both bridges, to allow them to extinguish an existing bridleway upon which they have a temporary closure order.
5. The Former Member’s participation over a number of years has included making recommendations to the Council, and participating in resolutions which included a vote, with other council members, on a resolution to commit £270,000 of Council money (“CIL funds”) to the Ewenny Bridge project.
6. The Clerk, some other Council members, and the Council’s auditors have had concerns that the Former Member has persistently failed to declare a personal and prejudicial interest in these Council discussions. The Former Member is employed by the British Horse Society (“BHS”) as an “Access officer” for Wales. The BHS’ stated aim is “To promote and secure the provision, protection and preservation of rights of way and of access for ridden and driven horses over public roads, highways, footpaths, bridleways, carriageways, public paths and other land.”¹

¹ <https://www.bhs.org.uk/about-us/our-mission-and-values/>

7. The Former Member is also part of a local equestrian access group – Brynna Taff Ely Bridleways RCT [Rhondda Cynon Taff] which promotes safe off-road routes for horse riders in Rhondda Cynon Taff (“RCT”). The Former Member is an equestrian and rambler.
8. The Former Member declared in her register of interests for the Council her employment with BHS and membership of Brynna Taff Ely Bridleways RCT.
9. The Former Member sent a number of emails to the Clerk, and others, over time, with questions about the projects and specifications which have come from her work email address and signed, Access Field Officer, BHS.
10. The concern brought to us was that the Former Member’s employment and active local interest in equestrian issues and access, indicate she has a personal and prejudicial interest in Council discussions regarding the Trenos Crossing and the new Ewenny Bridge and creation of a bridleway, which she must appropriately declare. The concern has been that discussions can, and have, involved contentions over precise specifications, with different users having very different viewpoints. By way of example, the Council had mooted an idea as to whether a more cost-effective option for the Ewenny Bridge could be a smaller bridge, with a ford to accommodate equestrian access. This was met with opposition by the Former Member, in view of her interest in ensuring equestrian users were appropriately accommodated. The Clerk was also concerned that the Former Member’s involvement (in decisions which involved a significant amount of Council money) may leave the Council’s decision open to legal challenge in the future and that there was a potential risk to the Council’s reputation which may affect public confidence in the Council’s decision making.
11. The concerns were shared by the Council’s internal auditor in May 2024. The audit report stated:

“Whilst undertaking the internal audit process we are required to evaluate the corporate governance approach adopted by a council. This is a matter of particular concern where significant public funding under the management of the council is being expended. It is not sufficient for a council to appear to act in a fully transparent manner and in compliance with its standing orders financial regulations and code of conduct, it must ensure that it is acting in a fully transparent manner and provide clear evidence that it does.

Having reviewed the register of members interests it became apparent that one of the council members [the Member] had correctly declared their employment with an organisation which is registered as a lobbying organisation [BHS]. But the same member had not, over a protracted period, declared either personal or prejudicial interests in the council's proposed CIL funded projects at Ewenny bridge either as the Chair of the working group or at meetings of the full council.

Further the member had participated and continues to participate in ongoing debates and votes leading to resolutions of the full council recorded in its published minutes. Having requested an explanation from the Clerk and having reviewed various communications associated with this ongoing issue, we note that the Clerk initially wrote to the member formally in March 2022 but that the Member has continued to act in the same manner as previously.

While it is a matter of personal consideration whether to declare an interest and whether that interest is pecuniary or personal, members are required to and are responsible for that compliance with the adopted code of conduct. It is our contention that the long term actions of the member represent a breach of the local authority's Code due to the significant sums of public funds involved, the potential for the council's decision to expend significant funds to be open to legal challenge, and the potential damage to the reputation and good standing of the council and the corresponding loss of public confidence which could result from such a challenge. Our recommendation given the potential for any formal resolution taken by the council in which the member participated in and voted on to be open to challenge for such decisions to potentially be designated as unlawful, we recommend that the Council instruct the Clerk to:

- defer matters pertaining to the Ewenny bridge project until the project may be restarted with full transparent and inclusive public consultation thereby ensuring that all decisions taken by the council have done so lawfully.
- continue to develop a scoping document for the project with a new consultancy organisation seek formal advice in this matter from but not limited to the Monitoring Officer [(MO) of RCT County Borough Council], and One Voice Wales [a national and representative body of town and community councils in Wales] with the potential to seek formal legal opinion.

- With the chairman of the Council to meet with the member to discuss their obligations under the code of conduct and submit a report to the Ombudsman.”
12. The Clerk told us that, despite both his advice to the Former Member, the MO’s discussions with the Former Member, and the auditor’s concerns as shared with Council, the Former Member continued to fail to declare personal and prejudicial interests appropriately, leading to significant delays and hampering of the Council’s progress in the matters. The Clerk said this had only recently been resolved, in December 2024, when the Council were able to make a decision about the constitution of a committee (which did not involve the Former Member) which was able to progress matters.

What the Former Member said

13. She has not declared any interests because the original and continuing driving force for this project comes from NR. The focus, for NR, is for safety and to shut 3 level crossings on a permanent basis. One of the crossings happens to be a bridleway. In order to shut access permanently, an alternative route needs to be put in place for all user groups, walkers, cyclists, disabled users and equestrians. As a Member, she says she has supported the need for a multi-user bridge and associated works, along with most of the other Members on the Council.
14. She has conducted Council business in her capacity as a Member but has also been asked to provide further information by the Council and NR because she has knowledge regarding equestrian access. This she has done by making them aware of publicly available guidance sheets, a Design Manual for Roads and Bridges and other material.
15. Everything she has offered, she has been asked for and it has been for the benefit of the wider community. She thought most of the Council appreciated this.
16. She has had 2 calls with the MO in 2023 and 2024. In both conversations, she said she explained her rationale and said she felt the MO was accepting of her comments. He informed her that that anyone could report her to the Ombudsman, if they had concerns. She said she understood this to mean that he does not advise individuals to report or not report, and that this was an individual choice and that it was for her to decide whether she wished to declare a personal interest.

17. She said she has nothing to gain in any respect from a personal or professional nature regarding equestrian matters, or any other subject of community business. While the Clerk had provided his advice, and she respects this, she ultimately did not consider she had such interests after careful consideration, which involved her giving much thought around the “dynamics and operation” of the Council, which she believes has been biased and discriminatory against equestrians.
18. She said she believes she has taken part in the meetings objectively and with the best interests of the community at the centre of everything she does, as Community Councillor representative.
19. She said the subjects of the meetings are not particular to horses or their riders, but are registered public rights of way, designated for the public and have safety issues. It has been inferred by some councillors that this is the case, but she has attempted to alleviate their worries by using the term “non-motorised multi-user route”, which she says is the legal term for a bridleway.
20. She has had to endure tension and negativity from Members, including a member’s spouse’s written representation with some “unfounded information” and inferred reports from “undisclosed sources.”
21. She said although she is linked to the charitable organisation and local group, there is no link to financial gain or individual or organisational gain. She said there would be no single (equestrian) user benefit of the proposed routes, as all would be open shared paths. She said she only sought to share information and support the community in which she lives. This is why she joined the Council in the first place. She said she categorically did not have a stake in the outcome of the decisions.
22. She has scrutinised matters regarding the management of the bridge project, the scoping design, structural engineer input (or lack of it), communication factors (and lack of it), delay in engaging with landowners etc. This she believes has spilled over into the Clerk and some members believing she has a personal and/or prejudicial interest.
23. Her fellow Councillors voted her in as Vice Chair of Council, and Chair of the WG, knowing her background, including that she was a member of the BHS. She believed the Council had faith and trust in her.

24. NR had decided to extinguish the level crossing at Llanharan train station and also to extinguish Trenos level crossing for safety reasons. This is a nationwide safety plan. NR was under a legal obligation to provide an alternative route.
25. She believes that she has taken part in the meetings objectively and with the best interests of the community at the Centre of everything she does, as Community Councillor representative.
26. In February 2025, the Former Member resigned from the Council. She said she felt her position had become untenable. She said, in a meeting on 14 February 2025, between RCT, NR and a Public Rights of Way Officer, she had to ask the Clerk of Llanharan Council 3 times to stop referring to the Ombudsman's investigation into matters, which she felt had nothing to do with her involvement at that meeting. She said, if members considered she had a personal and prejudicial interest "then for the sake of the community and projects going forward, I would like to resign and for it to take immediate effect. I can now see that living and working, raising my children, enjoying my hobbies cannot run alongside being a member of the community council as it will inevitably raise some conflicts. There are many other ways I can contribute without the shackles of the political views which seem to run through council. I was of the opinion that the community council was non-political and without bias. This is sadly not the case as has been demonstrated to me. It seems to be run by a small core group who are able to deliver influence."

Analysis of evidence

(1) Whether the evidence suggests that there may have been breaches of the Code of Conduct.

27. The Former Member is employed by the BHS, whose mission is to protect and secure public access for equestrians.
28. The Former Member has been involved in the local equestrian group Brynna Taf, which, has a similar mission, albeit on a more local level, to that of the BHS.
29. The Former Member is also an equestrian herself, as well as a Rambler.

30. The Code provides that a member must declare a personal interest in any matter if it:

- Relates to their employment (Paragraph 10(2)(a)(i) of the Code).
- Relates to a body to which they are associated (Paragraph 10(2)(ix)(ee) of the Code).
- The matter might reasonably be regarded as affecting the member's wellbeing, or the member, more than other members of the public (Paragraph 10(2)(c)(i) and 10(2)(c)(bb)).

31. In this case, I am of the view that the Former Member's employment by the BHS is a clear personal interest. Arguably her personal involvement in equestrianism could also reasonably be seen to affect her more than the general public. That being the case, the Former Member is required to declare a personal interest in accordance with Paragraph 11 of the Code. This includes declaring the interest orally at Council meetings on each occasion relevant matters are discussed, it is not sufficient that a member has declared this in their overall register of interests.

32. A personal interest becomes prejudicial, according to the Code, if "a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice the member's judgement of the public interest." The Former Member considered that the crossings being discussed, were for the benefit of all community members, pedestrians, cyclists and equestrians and she had the community interest, as a whole, in mind. In addition, in regard to the Trenos Crossing, NR had a legal obligation, in any event, to provide access suitable for horses, having temporarily extinguished such access. The Former Member said she did not gain personally or financially, nor did her employer gain financially from the projects.

33. The relevant test for prejudicial interests, as set out above, is one of public perception. The Former Member's employment with a lobbying organisation, coupled with her personal hobby that benefits from bridleways, could lead a reasonable person to think they could not act impartially, which would make the Former Member's interest a prejudicial interest. That being the case, the Former Member was required to declare a prejudicial interest and either seek dispensation to discuss matters, or withdraw from any Council discussions, although she would be permitted to take make representations, if members of the public

were afforded this opportunity, in particular agenda discussions on the topic. She would have needed to subsequently withdraw from any Council discussions and decision making on the matter.

34. The evidence overall (the Former Member's failure to declare her personal and prejudicial interests, and her participation in various discussions over time, rather than withdrawing) is suggestive of breaches of various provisions of the Code, as set out particularly in paragraphs 11 and 14 of the Code, including a duty not to seek to influence others.
35. It is clear that the Former Member felt she was acting in good faith and, having discussed matters with the MO, she believed he accepted her explanations and that matters were for the Former Member, ultimately, to declare. The provisions set out in the Code in regard to interests can be complex, particularly in cases such as this, where there is no indication of financial gain and the Former Member had not sought, for example, to deliberately hide her membership of, and employment in, equestrian organisations. The Former Member had particular knowledge, which meant the viewpoints of a section of the community, equestrians, could be heard. While I can understand why she felt that was important and can see she worked hard, participating in various meetings and site visits, and she felt her expertise could benefit sections of the community, and indeed her Council colleagues had previously appointed her chair of the WG, the Clerk had also been clear in his advice to her. He encouraged her to consider, and provided to her, for example, the Ombudsman's guidance and flowchart which he explained was particularly helpful in understanding when interests needed to be declared and what action she needed to take. The Former Member's employment with the BHS, albeit she has explained there was no financial gain for either her or her employer, could reasonably be regarded as being of a prejudicial nature and the Former Member therefore needed to consider that public perception aspect of matters carefully.
36. I appreciate the Former Member had understood that, and the advice she received included reference to the fact that, it was a matter for her personally to consider and to decide whether she needed to declare and she felt she did not need to do so because she always sought "to protect the best interests of all" in the community. I also appreciate the Former Member's point that these were projects where there was an overarching understanding that access would be appropriate for equestrians (and indeed there were existing legal

rights for horse riders). However, the Former Member seriously erred in her judgment on the issue in my view, in circumstances where the Clerk had provided advice to her.

(2) Whether there is public interest in taking further action.

37. There is little doubt that the repeat failure to declare her interests has caused difficulty to the Council. The Council has been, understandably, cautious in progressing the Ewenny project and keen to make sure its legal position, in committing significant funds, is on a firm footing, to mitigate potential legal challenges which could cause both financial and reputational risks to the Council. This has caused delays and real practical difficulties, the Clerk has said.
38. I can also see that the Former Member had a keen interest in public rights of way and equestrian matters and in making sure the project would succeed for all users, including equestrians, for generations to come. The Former Member had not been a councillor for long when she became involved in these community projects. It is unfortunate she did not attend any formal Code training and, even though as mentioned above, these particular provisions can be complex, it is of concern that she had not understood from her conversations with the MO, and particularly from her conversations and emails from the Clerk, whose advice was more than generic, that her interests were clearly problematic. While I accept the Former Member's position that her involvement did not lead to financial gain for her or her employer, and neither did the Former Member hide her interests, the Former Member must understand in the future that the Code is drafted more widely than guarding against financial gains. Potential wider public perception concerns came with her particular involvement in these matters given her employment with the BHS. This meant her interests needed to be declared openly and transparently in Council orally, and she could not participate in Council discussions and decisions in the way she did, notwithstanding that there was a Council consensus that equestrian users would be accommodated in the projects.
39. In the event, it does not appear that the Council's reputation has been affected, and the Former Member has, albeit very late in the day, now recognised that her interests had become an ever-growing source of contention and concern to the Council, leading to her resignation, in February 2025.

40. While I consider the evidence is suggestive of repeat breaches of the Code, I do not consider that there remains public interest in pursuing matters further, in light of all the circumstances set out and the fact the Former Member has now resigned from the Council.
41. However, should the Former Member become a local councillor again in the future, I would strongly advise her to both make sure she attends all available training on the Code, and to carefully consider the issue of wider public perception, in her future actions. Perceptions of wrongdoing, even if there is no financial or personal gain in fact, can undermine and damage public confidence in local decision making. There are means by which an individual councillor's viewpoint can still be heard within councils, such as by seeking dispensation, but an individual's interests should be open and transparent to the public. Should the Former Member return to a local council, and further issues of this nature arise, we will take this case, and the advice provided, into account in any future decisions.

Finding

Under Section 69(4)(b) of the Local Government Act 2000, my finding is that no action needs to be taken in respect of the matters investigated.

Katrin Shaw

Katrin Shaw

2 May 2025

Cyfarwyddwr Gweithredol - Gwaith Achos a Chyfreithiol |
Executive Director – Casework & Legal²

² The Ombudsman has delegated to me the task of deciding the outcome of this investigation.

Appendix 19

To consider whether to formally comment on pending pre-planning consultations or planning applications.

Members are reminded that objections should only be submitted when objecting on material grounds. No other objections will be taken into account by RCT officers.

Material considerations can include (but are not limited to):

- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking
- Highway safety
- Traffic
- Noise
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Government policy
- Disabled persons' access
- Proposals in the Development Plan
- Previous planning decisions (including appeal decisions)
- Nature conservation

However, issues such as loss of view, or negative effect on the value of properties are not material considerations.

There is no set list defining material considerations, your Local Planning Authority will decide what is deemed to be 'material'.

Planning matters are sent to members as they are received. Where the deadline for the submission of comments falls after the next council meeting and a member wishes to bring a motion for the council to formally comment on an application, they should inform the Clerk and the Clerk will apply for an extension to the deadline for submission of comments.



To: Llanharan Community Council
Community Councillor

Date: 17th March 2025
Our Ref: 25/0302/FUL
Please ask for: Laura Heron
Telephone: 01443 281130
Email: Laura.J.Heron@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:

25/0302/FUL
Balcony on the side of the house
measuring approximately 3.65m (Length)
by 1.55m (Width). To replace rotten
Balcony and extend the width to 1.9m
33 Maywood, Brynna, Rhondda Cynon
Taf, CF72 9PZ

Lleoliad / Location

CONSULTATION - COMMENTS TO BE RECEIVED BY: 07.04.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

Laura Heron

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



To: Llanharan Community Council
Community Councillor

Date: 26th March 2025
Our Ref: 25/0193/FUL
Please ask for: James Emery
Telephone: 01443 281130
Email: james.emery@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:

25/0193/FUL
An all weather out door arena used for
equine purposes.
Coed Cae Farm, Llanharan Road,
Llanharan, Rhondda Cynon Taf CF72 9NH

Lleoliad / Location

CONSULTATION - COMMENTS TO BE RECEIVED BY: 16.04.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

James Emery

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



To: Llanharan Community Council
Community Councillor

Date: 26th March 2025
Our Ref: 25/0249/OUT
Please ask for: James Emery
Telephone: 01443 281130
Email: james.emery@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:

25/0249/OUT
Demolish old Barns and Provide 2 Houses
With Garages.

Lleoliad / Location

Land Adjacent To Garth Isaf Farm ,
Llanharan Road, Llanharan, Rhondda
Cynon Taf CF72 9NH

CONSULTATION - COMMENTS TO BE RECEIVED BY: 16.04.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

James Emery

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



To: Llanharan Community Council
Community Councillor

Date: 28th April 2025
Our Ref: 25/0473/FUL
Please ask for: Matija Kopricanec
Telephone:
Email: Matija.Kopricanec@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:

25/0473/FUL
Proposed Double and Single Storey Rear
Extensions and Loft Conversion
24 Trenos Place, Llanharan, Rhondda
Cynon Taf, CF72 9RX

Lleoliad / Location

CONSULTATION - COMMENTS TO BE RECEIVED BY: 19.05.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

Matija Kopricanec

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



To: Llanharan Community Council
Community Councillor

Date: 1st May 2025
Our Ref: 25/0483/FUL
Please ask for: Matija Kopricanec
Telephone:
Email: Matija.Kopricanec@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:
Lleoliad / Location

25/0483/FUL
Double Storey Side Extension.
176 Meadow Rise, Brynna, Rhondda
Cynon Taf, CF72 9TJ

CONSULTATION - COMMENTS TO BE RECEIVED BY: 22.05.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

Matija Kopricanec

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



To: Llanharan Community Council
Community Councillor

Date: 7th May 2025
Our Ref: 25/0491/FUL
Please ask for: Laura Heron
Telephone: 01443 281130
Email: Laura.J.Heron@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:
Datblygiad Arfaethedig / Proposal:
Lleoliad / Location

25/0491/FUL
Installation of an air source heat pump.
30 Ffordd Dol Y Coed, Llanharan,
Rhondda Cynon Taf, CF72 9ZF

CONSULTATION - COMMENTS TO BE RECEIVED BY: 28.05.2025..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

Laura Heron

Planning Officer

Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.