



LLANHARAN COMMUNITY COUNCIL

Minutes of the meeting of the Community Infrastructure Levy (C.I.L.) Committee held by remote attendance at 7.00pm on Tuesday 15th November 2022

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

Present:

Councillors Janine Turner (Chair), Rob Lewis-Watkin JP, Rhys Jenkins, Neil Feist, Mark Steer, Helen Donnan, David Evans.

Chris Parker (Ex-officio)

Clerk to the Council: Leigh Smith

Apologies: None

Absent: Councillor Geraint Hopkins JP.

CIL2022/037 Welcome and Apologies

The Chair welcomed all attendees.

CIL2022/038 Disclosures of Interests

Cllr Robert Lewis-Watkin declared a personal and prejudicial interest in agenda item 10 (minute ref CIL2022/046).



CIL2022/039 Minutes

RESOLVED

To approve as a true and accurate record the minutes of the CIL committee meeting held remotely on Wednesday 7th September 2022 at 7.00pm

CIL2022/040 To discuss any matters arising from the minutes.

None

CIL2022/041 Public speaking

None.

CIL2022/042 To consider the current CIL123 List, Active Project List and Potential project list.

RECOMMENDED

That the Clerk undertake a fresh public consultation to seek ideas from the community incorporating social media, the Council website and Council noticeboards. For the Clerk to liaise with Cllrs Evans, Thomas and Parker on how best to utilise the Community Engagement Working Group as part of the consultation.

CIL2022/043 Deferral of CIL funds from RCTCBC carried out by the Clerk under delegated authority.

RECOMMENDED



That an exercise to refresh the CIL123 and Active Project lists and to synchronise a CIL fund deferral plan to it to be deferred until after the public consultation has ended.

CIL2022/044 Council's policy with regards to paying VAT REF CIL applications.

RECOMMENDED

To amend the Council's policy so that in circumstances where a group is not VAT exempt and is not VAT registered, to allow at the council's discretion a grant to include the VAT element.

RECOMMENDED

For the Clerk to explore the VAT Exemption application process in order to be able to advise community groups where appropriate.

CIL2022/045 CIL Grant application from Bryncae Football Club

RECOMMENDED

That consideration of the application be deferred for the applicant to clarify the situation with regards necessity for planning permission. For the applicant to provide 3 quotes for materials and to provide a more accurate assessment of costs. The Clerk to contact the applicant to explain the requirements.

CIL2022/046 CIL Grant application from Brynna Community Centre

RECOMMENDED

That the amount of £3,104.70 be granted from CIL funds for the purposes detailed in the application and for the CIL123 list and Active project list to be altered accordingly.



CIL2022/047 CIL Grant application from Brynawel House Alcohol & Drug rehabilitation centre

RECOMMENDED

That the grant application be rejected on the grounds that the applicant is outside of the Community Council area and has not demonstrated adequate benefit to the residents of the Llanharan Community Council area.

Cllrs Helen Donnan and Rhys Jenkins wished the minutes to show that they voted to make the grant in line with the application.

CIL2022/048 Urgent information or matters for a future agenda.

None

There being no further business the meeting closed at 9pm.

Date of next meeting: 3rd January 2023

Councillor Janine Turner
Chair of the C.I.L Committee



LLANHARAN COMMUNITY COUNCIL

Minutes of the meeting of the Community Infrastructure Levy (C.I.L.) Committee held by remote attendance at 7.00pm on Wednesday 7th September 2022

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

Present:

Councillors Janine Turner (Chair), Rob Lewis-Watkin JP, Rhys Jenkins, Neil Feist.

Clerk to the Council: Leigh Smith

1 member of the public.

Apologies: Councillors; Helen Donnan, Mark Steer.

Absent: Councillors; David Evans, Geraint Hopkins JP.

CIL2022/029 Welcome and Apologies

The Chair welcomed all attendees.

RESOLVED

Apologies were received from Councillor Helen Donnan and her reason for absence was approved by the committee.

RESOLVED

Apologies were received from Councillor Mark Steer and his reason for absence was approved by the committee.



CIL2022/030 Disclosures of Interests

None.

CIL2022/031 Minutes

RESOLVED

To approve as a true and accurate record the minutes of the CIL committee meeting held remotely on Tuesday 5th July 2022 at 7.00pm

CIL2022/032 To discuss any matters arising from the minutes.

None

CIL2022/033 Public speaking

A member of the public spoke regarding agenda item 8 (Minute ref 2022/036 of these minutes).

CIL2022/034 To consider the current CIL123 List, Active Project List and Potential project list.

The lists were noted.

CIL2022/035 Report on CIL funds granted to external group for projects and the status of those projects.

RECOMMENDED

Regarding the Welfare ground floodlights project (LCC 19/01), The Clerk to obtain final clarification on whether LRGT wishes to end the funding of the project from the Community Council CIL funds or intends to proceed



subject to the resolutions passed by council regarding obtaining a LDC or planning permission and the obtaining of updated quotations.

RECOMMENDED

Regarding the Welfare ground dugouts project (LCC 21/19), The Clerk to obtain final clarification on whether LRGT wishes to end the funding of the project from the Community Council CIL funds or intends to proceed subject to the resolutions passed by council regarding obtaining a LDC or planning permission.

RECOMMENDED

That if LRGT can provide evidence that the VAT element of quotation 1006333 from BEI (relating to the floodlight columns and associated fixings) was paid prior to being requested not to place any further orders, and therefore that payment was made in good faith, that the Council grants that amount to LRGT upon receipt of evidence that the total amount has been paid and not returned and that a receipt/invoice has been issued for the appropriate amount. The VAT element of the invoice would be £1273.93

CIL2022/036 CIL application from Llanharan OAP Association.

RECOMMENDED

That the application be approved in principle with a budgeted spend of £60,000 allocated. That the VAT arrangements be clarified given the VAT status of the association and this reported to council for final approval prior to any monies being released.

For the Clerk to advise the Association of any external funding opportunities available.

CIL2022/037 Urgent information or matters for a future agenda.



None

There being no further business the meeting closed at 7.45pm.

Date of next meeting: 1st November 2022

Councillor Janine Turner
Chair of the C.I.L. Committee



CIL 123 list with Phasing - Nov 2022

Project	Project description	Est cost
Park Benches	Additional park benches for the community. LS note: Add locations.	£950
Planters	Additional planters for the community. LS note: Add locations.	£4,420
Pavement at Wood-view		£4,500
Resurfacing of land adjacent to BT telephone box, William Street		£830
Llanharan Recreational Ground Trust Infrastructure Grant		£12,432
Brynna Community Trust Infrastructure Grant		£15,000
Improvement of Tan Y Bryn – Church Street Bridleway PSM31/1	Improve bridleway	£7,200
Parc Bryn Derwyn path	Asphalt	£4,000
Path next to Brynna School to Brynna woods	Asphalt	£850
Lighting improvements to lane from Bridgend Road to Parc Bryn Derwyn (Jeffs lane)		£8,429
Path from Meadow rise across top of Llanharan cemetery to join with PROW		£6,150
Lamp posts upgrades - Brynna and Bridgend road.		£33,194
Land preparation for bench at bottom of Oakbrook		£900
Fitting of benches at WG, L'Oreal and Screwfix layby		£900
Fitting of Xmas tree socket near St Peters Church		£400
Bus shelter rooftop garden		£139
Garage for asset storage and Memorial Garden	Build a storage garage on the memorial garden site and refurbish the garden.	£84,263
Planters	Large oct - 408ea small 176ea	£1,983
Llanharan branch of the Royal British Legion.	Providing a storage building on LRFC ground.	£19,500
Provision of dropped kerbs, Hillcrest-Grove Terrace	Joint project with RCTCBC	£15,500
Dolau Primary School - Climbing/play area for Key stage 2 pupils.		£74,000
Further 5 benches - Jan 21	475 each.	£2,550
Further 5 benches - 2021		£2,550
Llanharan Primary School – Outdoor classroom	Llanharan Primary School – Outdoor classroom	£15,000
To carry out works to provide power to the new wall mounted Christmas tree brackets at the new locations. Est cost £2,100.		£2,175
To carry out works to provide power to the new Christmas tree site at Ynysmaerdy		£2,675
To carry out works to provide power to the new wall mounted Christmas tree brackets at the new locations.		£2,175
Floodlights on Welfare ground	Full pitch	£43,087
Dugouts at welfare ground football pitch.		£4,500
Brynnau Primary school. Outdoor classroom/play area.		£60,000
Reopening of Footpath RAN17/5 adjacent to the Bryncae Arms		£8,200
CIL funding for the installation of a Christmas tree support socket near St Peters Church, Brynna.		£400
CIL funding for replacement of lights on War Memorial		£720
Ground conditions on Bridleway PSM40/4	Bunding	£188
Community Orchard/wildlife areas.	Community Orchard/wildlife areas.	£1,000
Bike/scooter rack/storage area for Dolau pupils	Bike/scooter rack/storage area for Dolau pupils	£1,000
Bike/scooter rack/storage area for Llanharan Primary School pupils		£75
Bike/scooter rack/storage area for Brynna Primary School pupils		£1,395
Bike racks at Train station	Bike racks at Train station	£1,000
Improvements to the southern access to RAN17.5 at enterprise Way.		£10,000
Improvements/Repair to footpath RAN6/1 North of Talyfan Road.	Propose joint payment with RCTCBC	£3,500
Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods.	Slip resistant surfacing.	£450
Further defibs and cabinets at 5 locations plus 2 extra cabinets.	Brynna and Bryncae Community Centres. New Road. L'Oreal. St Illyds Meadow. 2 cabinets LRFC and Welfare. Approved up to £1400 per unit.	£8,000
Replacement wheelchair-friendly picnic Bench, Oakbrook park.		£570
LCDP - improvements to LCDP office entrance inc suitable disabled access ramp	Doorway, Ramp and broken paving	£5,000
Decorative sculptures and art works for Brynna Woods.		£18,000
Proposed active travel route from Terrys Way to Jubilee Street		£250,000
Further MUGA play area.		£50,000
Extending the LCDP drop in center.		£100,000
Upgrade of Council notice boards		£5,000
Gateway to the village (signage)		£6,000
Land from Grove Terrace to Chapel Rd (Improvements)		£6,000
Improvements to the Welfare Field Shower Block	Provides facilities for Llanharan Football club	£50,000
New noticeboard for both Ynysmaerdy and Llanharan Road	Quotes required	£1,500
'The Wimbles' overhead trellis		£1,500
Provision of Youth shelters		£50,000
Signage for Bryncae FC		£100
Brynna FC Dugouts referb		£708
Refurbishments to Llanharan OAP hall		£60,000
Provision for a 4G sport pitch		£400,000
Total allocated		£1,470,557
UNALLOCATED		£1,029,443

Llanharan Community Council - CIL Active Project List												
Project No	Potential p no	Date added	Project	Project description	Original Estimated cost	Updated estimated cost	Project progress narrative (inc links to investigation documents)	Status	Monies spent	Further monies Est	Forecast total spend	Date completed/Final Spend
LCC19/01		Prior 1/10/20	Park Benches	Additional park benches for the community. LS note: Add locations.	£2,285.00	£2,285		Project completed.	£950.00		£950.00	?
LCC19/02		Prior 1/10/20	Planters	Additional planters for the community. LS note: Add locations.	£4,420.00	£4,420		Project completed.	£4,420.00		£4,420.00	?
LCC19/03		Prior 1/10/20	Pavement at Wood-view		£10,000.00	£10,000		Project completed.	£4,500.00		£4,500.00	?
LCC19/04		Prior 1/10/20	Resurfacing of land adjacent to BT telephone box, William Street		£830.00	£830		Project completed.	£830.00		£830.00	?
LCC19/05		Prior 1/10/20	Llanharan Recreational Ground Trust Infrastructure Grant	Detail on use required.	£12,432.00	£12,432		Project completed.	£12,432.00		£12,432.00	22/07/2020
LCC19/06		Prior 1/10/20	Brynna Community Trust Infrastructure Grant	Detail on use required.	£15,000.00	£15,000		Project completed.	£15,000.00		£15,000.00	22/07/2020
LCC19/08		Prior 1/10/20	Improvement of Tan Y Bryn – Church Street Bridleway PSM31/1	Improve bridleway	£7,000.00	£7,000		Project completed.	£7,200.00		£7,200.00	01/09/2020
LCC21/02			Parc Bryn Derwyn path	Asphalt	£4,000.00	£4,000		Project completed.	£4,000.00	£0.00	£4,000.00	May-21
LCC21/03			Path next to Brynna School to Brynna woods	Asphalt	£850.00	£850		Project completed.	£850.00	£0.00	£850.00	May-21
LCC21/09			Lighting improvements to lane from Bridgend Road to Parc Bryn Derwyn (Jeffer's lane)		£8,427.54	£8,428		Project completed.	£8,427.54	£0.00	£8,427.54	Jun-21
LCC21/01	11/20/01	06/11/2020	Path from Meadow rise across top of Llanharan cemetery to join with PROW	Improvements to the path with suitable soak away drainage at strategic points and erection of bollards half way down the entrance to stop vehicle access.	£6,300.00	£6,300		Project completed.	£6,150.00	£0.00	£6,150.00	Jun-21
LCC21/05		07/01/2021	Lamp posts upgrades - Brynna and Bridgend road.		£35,000.00	£35,000		Project completed.	£33,193.88	£0.00	£33,193.88	Jun-21
			Bus shelter rooftop garden at Hillcrest		£139.00			Project completed.	£139.00	£0.00	£139.00	Jun-21
		prior 1/10/2021	Land preparation for bench at bottom of Oakbrook	Bench and wall	£1,150.00			Project completed.	£900.00	£0.00	£900.00	Jun-21
			Fitting benches Brynna fields	Fitting benches Brynna fields	£500.00			Project completed.	£500.00	£0.00	£500.00	Completed
		01/11/2021	Fitting of benches at WG, L'Oreal and Screwfix layby	KS	£900.00			Project completed.	£900.00	£0.00	£900.00	Completed
		01/11/2021	Fitting of Xmas tree socket near St Peters Church	KS	£400.00			Project completed.	£400.00	£0.00	£400.00	Completed
LCC21/08		07/01/2021	Planters	Large oct - 408ea small 176ea	£1,982.60	£2,500		Project completed.	£1,982.60	£0.00	£1,982.60	Completed
	11/20/32	06/11/2020	Dolau Primary School - Climbing/play area for Key stage 2 pupils. Could also be made available to the community (eg After school club)	There is nothing for children of this age. Also, given the delays to the 'new'school the yard is likely to be largely taken up with portakabin classrooms for a period to cope with the demand from homes already built.	£74,000.00			Project completed.	£74,000.00	£0.00	£74,000.00	Completed
LCC21/17		20/11/2021	To carry out works to provide power to the new wall mounted Christmas tree brackets at the new locations.	Minute 2021/148	£2,100.00			Project completed.	£2,175.00	£0.00	£2,175.00	Completed
		10/01/2022	CIL funding for the installation of a Christmas tree support socket near St Peters Church, Brynna.	Minute 2021/169	£400.00			Project completed.	£400.00	£0.00	£400.00	

		10/01/2022	CIL funding for replacement of lights on War Memorial	Minute2021/170	£720.00			Project completed.	£720.00	£0.00	£720.00	
LCC21/20			Reopening of Footpath RAN17/5 adjacent to the Bryncae Arms	Minute 2021/107	£8,000.00			Project completed.	£6,500.00	£1,700.00	£8,200.00	
LCC21/06		07/01/2021	Further 5 benches - Jan21	475 each.	£2,256.27	£2,256		Project completed.	£2,550.00	£0.00	£2,550.00	
LCC21/16		20/11/2021	To Carry out works to provide power to the new Christmas tree site at Ynysmaerdy. Est cost £2,675.	Minute 2021/148	£2,675.00			Project completed.	£2,675.00	£0.00	£2,675.00	
LCC21/18		20/11/2021	Brynnau Primary school. Outdoor classroom/play area.	Minute 2021/148	£60,000.00			Project completed.	£60,000.00	£0.00	£60,000.00	
LCC22/04a		30/03/2022	Ground conditions on Bridleway PSM40/4	Bunding	£188.00				£188.00	£0.00	£188.00	
LCC19/01/	12/20/08	20/12/2020	Welfare ground - floodlights on rugby pitch - Full pitch	Erection of new lights and power supply. Plus upgrade of power supply to 3phase and trenching.	£43,087.00	£43,087		Project approved and in progress	£5,804.07	£37,282.93	£43,087.00	
LCC21/19			Dugouts at welfare ground football pitch.	Minute 2021/148.On receipt of updated quotes and Appropriate financial information.	£2,700.00	£4,500		Project and spend approved for action.	£0.00	£4,500.00	£4,500.00	
LCC21/12	11/20/33	06/05/2021	Llanharan Primary School – Outdoor classroom	Llanharan Primary School – Outdoor classroom	£15,000.00	£15,000		Project and spend approved for action.	£0.00	£15,000.00	£15,000.00	
LCC21/15	11/20/25	06/11/2020	Provision of dropped kerbs, Hillcrest-Grove Terrace	Joint project with RCTCBC	£20,000.00	£12,000		Project and spend approved for action.	£0.00	£15,500.00	£15,500.00	
LCC19/07 LCC21/04		Prior 1/10/20	Garage for asset Memorial Garden refurb storage	Build a storage garage on the memorial garden site and refurb garden.	£30,000.00	£35,000		Project approved and in progress	£6,106.70	£78,156.00	£84,262.70	
LCC21/07		07/01/2021	Further 5 benches - 2021		£2,256.27	£2,256		Project approved and in progress	£1,530.00	£1,020.00	£2,550.00	
LCC21/14	11/20/49	06/05/2021	Llanharan branch of the Royal British legion.Storage cabin	Providing a storage building on LRFC ground. A spend of £19,500 was approved.	£19,500.00	£19,500		Project approved and in progress	£13,650.00	£5,850.00	£19,500.00	
LCC22/05		19/2/2022	Further defibs and cabinets at 5 locations plus 2 extra cabinets.	Brynna and Bryncae Community Centres. New Road. L'oreal. St llyds Meadow. 2 cabinets LRFC and Welfare. Approived up to £1400 per unit.	£8,000.00		Quotes	Project approved and in progress	£0.00	£8,000.00	£8,000.00	
LCC22/BW1		05/11/2022	Decorative sculptures and art works for Brynna Woods.		£18,000.00			Project approved and in progress		£18,000.00	£18,000.00	
LCC21/11a		06/05/2021	Bike/Scooter rack/storage for Brynnau pupils	Bike/Scooter rack/storage for Brynnau pupils	£1,000.00		Requirments received.	Project completed.	£1,395.00	£0.00	£1,395.00	
LCC21/11b		06/05/2021	Bike/scooter rack/storage area for Llanharan PS pupils	Bike/scooter rack/storage area for Llanharan PS pupils	£1,000.00		Requirments received.	Project completed.	£75.00	£0.00	£75.00	
LCC21/10	12/20/15	06/05/2021	Community Orchard/wildlife areas.	Community Orchard/wildlife areas.	£1,000.00	£1,000	(Text from potential project list be provided as a paper for	Investigation in progress	£0.00	£1,000.00	£1,000.00	
LCC21/11	11/20/32a	06/05/2021	Bike/scooter rack/storage area for Dolau pupils	Bike/scooter rack/storage area for Dolau pupils	£1,000.00	£1,000	Awaiting requirments from school	Investigation in progress	£0.00	£1,000.00	£1,000.00	
LCC21/13	11/20/48	06/05/2021	Bike racks at Train station	Bike racks at Train station	£500.00	£1,000	Cllr Turner dealing	Investigation in progress	£0.00	£1,000.00	£1,000.00	
LCC22/01		10/01/2022	Improvements to the southern access to RAN17.5 at enterprise Way.	Path along ridge and steps up grass bank	£5,000.00	£10,000	Scoping	Investigation in progress	£0.00	£10,000.00	£10,000.00	

LCC22/02		21/01/2022	Improvements to the Welfare Field Shower block	Scope of works to be ascertained.	£50,000.00		Scoping	Investigation in progress	£0.00	£50,000.00	£50,000.00	
LCC22/03		21/01/2022	Improvements/Repair to footpath RAN6/1 North of Talyfan Road.	Propose joint payment with RCTCBC	£10,000.00		Collecting quotes	Investigation in progress	£0.00	£3,500.00	£3,500.00	
LCC22/04		30/03/2022	Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynna Woods.	Slip resistant surfacing.	£450.00		Check final permission landowners.	Project approved and in progress		£450.00	£450.00	
LCC22/06		19/2/2022	Replacement wheelchair-friendly picnic Bench, Oakbrook park.	£450 plus £120 fitting	£570.00			Project and spend approved for action.	£0.00	£570.00	£570.00	
LCC21/LCDP		20/11/2021	LCDP - improvements to LCDP office entrance inc suitable disabled access ramp'	Doorway, Ramp and broken paving	£1,200.00	£5,000	Awaiting quotes	Investigation in progress	£0.00	£5,000.00	£5,000.00	
LCC22/NB1		20/03/2022	New noticeboard for both Ynysmaerdy and Llanharry Road	Quotes required	£1,500.00		Awaiting quotes	Investigation in progress		£1,500.00	£1,500.00	
LCC22/WB1		20/03/2022	'The Wimbles' overhead trellis		£1,500.00		Awaiting instructions from applicant	Investigation in progress		£1,500.00	£1,500.00	
LCC22/YS1		22/07/2022	Provision of Youth shelters		£50,000.00			Investigation in progress		£50,000.00	£50,000.00	
LCC22/BCFC1		22/07/2022	Signage for Bryncae FC		£100.00			Investigation in progress		£100.00	£100.00	
LCC22/BFC1		22/07/2022	Brynna FC Dugouts referb		£708.00			Investigation in progress		£708.00	£708.00	
LCC22/OAP1		30/09/2022	Refurbishments to Llanharan OAP hall		£60,000.00			Investigation in progress		£60,000.00	£60,000.00	
											£0.00	
											£0.00	
											£0.00	
			pathway to the picnic bench, MUGA and Skatepark at Oakbrook play area.									
											£0.00	
									Actual spend	Further est spend	Forecast total spend	Remaining available funds from actual funds received (Net)
			Totals		£606,026.68				£280,543.79	£371,336.93	£651,880.72	£1,723

Appendix 4

Report on deferral of receipt of CIL funds from RCTCBC

The CIL regulations 2010 state:

59A(6) In Wales, where all or part of a chargeable development is within the area of a community council then, subject to paragraph (7), the charging authority must pass 15 per cent of the relevant CIL receipts to that community council.

(7) The total amount of CIL receipts passed to a local council in accordance with paragraph (5) or (6) shall not exceed an amount equal to £100 per dwelling in the area of the local council multiplied by I_A in each financial year.

Officer's note: This section of the regulations effectively places a cap on CIL receipts that a Community Council can receive in any financial year. The cap is currently calculated as £395,600. Any receipts due from developments that are in excess of the cap are retained by the local authority.

Payment periods

59D.(1) This regulation applies where a charging authority is required to make a payment to a local council under regulation 59A or 59B.

(2) If the charging authority and the local council agree on a timetable for payment, the charging authority must pay the local council in accordance with that timetable.

Officer's note: This section of the regulations refers to the deferral of payments that the Clerk has requested under delegated authority referred to later in this report.

(3) In all other cases, the charging authority must pay the local council in accordance with the following paragraphs.

(4) The charging authority must make payment in respect of the CIL it receives from 1st April to 30th September in any financial year to the local council by 28th October of that financial year.

(5) The charging authority must make payment in respect of the CIL it receives from 1st October to 31st March in any financial year to the local council by 28th April of the following financial year.

Recovery of CIL passed in accordance with regulation 59A or 59B

59E.(1) This regulation applies to CIL receipts received by a local council in accordance with regulation 59A or 59B that the local council—

(a)has not applied to support the development of its area within 5 years of receipt

Officer's note: This section of the regulations refers to the 5 year time limit that the Community Council has to spend any funds received. If funds are not spent within this time period the Local Authority may (it doesn't have to) take back unspent funds.

Action taken regarding defferals

Llanharan Community Council has previously, by resolution, delegated to the Clerk authority to make such deferrals to ensure that expected CIL receipts in any financial year.

Deferrals have been made in order to prevent the cap applying as shown in table Appendix 4a.

Below is the schedule of expected payments prior to the deferrals being requested.

Financial Year 22/23 (receipts received 1st April 2022 - 31st March 2023)

October 22 Payment - £143,086.77 (third instalment of PA 19/1081/16)

April 23 Payment - £143,086.77 (fourth instalment of PA 19/1081/16)

April 23 Payment - £153,860.57 (second instalment of PA 19/1082/16)

Financial Year 23/24 (receipts received 1st April 2023 - 31st March 2024)

October 23 Payment £143.086.77 (final payment of PA 19/1081/16)

April 24 Payment £153,860.57 (third instalment of PA 19/1082/16)

Financial Year 24/25 (receipts received 1st April 2024 - 31st March 2025)

April 25 Payment £153,860.57 fourth instalment of PA 19/1082/16)

Financial Year 25/26 (receipts received 1st April 2025 - 31st March 2026)

April 26 Payment £153,860.57 final instalment of PA 19/1082/16)

Notes

The Community Council now has significant funds coming on stream and the rate of funding has now accelerated following the starting of further phases of the Llanilid development.

The CIL123 and Active project lists need to be matched with expected funds in order to:

- a) Encourage the bringing forward of projects in line with available funds
and/or
- b) To allow a receipt deferral calendar to be drawn up and agreed with RCTCBC to demonstrate responsible management of CIL funds and to phase funding in line with project progress.

There are reputational and financial risks as well as opportunities regarding the management of CIL funds.

Whilst RCTCBC must comply with any CIL deferrals that are agreed between our two authorities, there is nothing in CIL regulations that states that they have to agree to deferrals in the first place. However remote, there is a risk that RCTCBC could make payments in line with the timetable shown and recover any monies not spent after 5 years of payment.

Currently RCTCBC appear to have confidence in the Council's management of funds and projects, however it is important that the Community Council maintains credibility and can demonstrate that it has a plan to spend CIL funds responsibly.

The current CIL 123 list and active project list does so but given the increase of funding now coming through it is important that appropriate projects are brought in and phased together with a funds deferral plan to effectively match funding streams to project plans.

Appendix 4a

£	Status	Date received	Financial year	Spend	Balance	Amount deferred	To be spent by	Amount remaining to be spent
£1,710.25	Received	2017/18	17/18	0	1710.25			
£1,393.89	Received	2018/19	18/19	0	£3,104.14			
£72,865.15	Received	Oct-19	19/20	0	£75,969.29		Mar-25	£110,701.69
£72,865.14	Received	Apr-20	19/20		£148,834.43			
£72,865.14	Received	Oct-20	20/21	38132.74	£221,699.57		Mar-26	£145,730.28
£72,865.14	Received	Apr-21	20/21		£256,431.97			
£72,865.14	Received	Oct-21	21/22	TBD	TBD	£153,860.57	Mar-27	£359,038.71 Minus spend.
£143,086.80	Received	Oct-21	21/22					
£143,086.77	Received	Apr-22	21/22	TBD	TBD		Mar-28	£296,947.34 Minus spend
£143,086.77	Received	Oct-22	22/23					
£153,860.57	Received	Oct-22	22/23					
£0.00	Expected	Apr-23	22/23			£143,086.77 £153,860.57		

Appendix 5

Council policy with regards granting of VAT

Current policy

With regards to CIL funding The Council's current policy is to only make grants exclusive of VAT (net).

A group may apply for a loan from the Community Council to cover any VAT element that they must pay to suppliers, which is then repaid to the Council when they have reclaimed the VAT.

Factors to consider

Some groups who are not VAT exempt (so must pay VAT on goods and services), but also not VAT registered, must pay VAT but cannot reclaim VAT.

This can leave a shortfall in funding that would not currently be covered by the Council and could potentially prevent a project from being carried out .

Proposal

To amend the Council's policy so that in circumstances where a group is not VAT exempt and is not VAT registered, to allow at the council's discretion a grant to include the VAT element.



Llanharan Community Council – CIL application form for Community Groups

Note: This form is intended for the use of Community Groups and Organisations for projects in excess of £1000

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).	BRYNCAE FOOTBALL CLUB.
Legal Status of the Organisation: (i.e. limited company, Trust, Charitable Incorporated Organisation, CASC etc...)	Non-Profit.
Registered Charity Number (if applicable)	NA.
Name of Main Contact: (All correspondence will be addressed to this person)	Steve Richards.
Full Postal Address of Applicant:	94 PENYBONT ROAD. PENCOED. CF35 5PY.
Contact Telephone Number:	Daytime: Mobile: 07581076933.



Main Contact Email Address:

S.RICHARDS75@BTINTERNET.COM.

Has the organisation received Grant Aid or CIL funding from Llanharan Community Council in the past 3 years?

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

Date and type of funding (Grant/CIL)	Amount
GRANT 2022	£ 500.
GRANT 2021	£ 800
GRANT. 2020	£ 500
	£

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

FOOTBALL CLUB.



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

60+ MEMBERS.

70%

Are you a not for profit organisation? (Note: This is a legal term)

Yes ☒

No ☐

How long has the organisation been established?

2005.

SECTION B: FOR WHAT PURPOSE ARE YOU APPLYING FOR CIL FUNDING?

Please provide a brief description of the project you intend to use CIL funding for?

Currently Llanid Fectham Field HAS A Limited CARPARK AREA.

We Would like To extend the CARPARK AND ADD A FOOTPATH FROM the CARPARK to the FECTHAM field.



How will the project tangibly benefit the Community?

By extending the CONCRETE AREA this will allow better access to the football field for our members, family members and the community who watch and participate in the games.

Barnet is a growing community with the new housing schemes, we are getting asked about football for a junior section season so with this project it will allow this section of football to start up.

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

Start Date: 2022 - pending permission.

Completion Date: 2 weeks from start date.

SECTION C: How much CIL funding is being applied for?

What is the total cost of the project for which CIL funding is required?

Approx £5000

What is the amount of CIL Funding the organisation would like to apply for?

£3000



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

None.

Supply the following information dependant on grant applied for.

- Organisation/Group constitution or rules ✓
- Income and expenditure account/balance sheet ✓
- Last bank statement ✓
- Constitution or rules ✓
- VAT registration *X N/A.*
- Is the organisation profit making? *NO.*
- Latest audited/ratified accounts and balance sheet. ✓
- Provide quotations for items the CIL funding will be used for.

Please note: members of the Football Club will be carrying out the work.

The cost will all be in materials (Stone) and the unit of measurement.

Section D: Sustainability

Will the project/activity continue after this funding has ended?
YES/NO (delete as applicable)

If yes, provide details.

This project will allow the current members access + training on the field, and also new members of the community.



Section E: Payment Details

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

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

BRYNCAE FOOTBALL CLUB.

Account Number

735 66 306

Sort Code

55- 61- 50 -



SECTION F: Completing the application

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

Declaration:

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

Signed:

A handwritten signature in black ink, appearing to be 'S. Llanharan'.

Date:

8/11/22.

Please note that this form requires two signatures:

Second Signature: CRAIG DAVIES.

Position held in organisation: Chairman.

Signed:

A handwritten signature in black ink, appearing to be 'C. Davies'.

Date:

8/11/22

Completed application forms should be returned to:

Project Officer
Llanharan Community Council



2 Chapel Rd
Llanharan
CF72 9QA
01443 231430

Checklist:-

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

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

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



Affiliated to the South Wales Football Association

Constitution

1. Name

The club name will be called Bryncae Football Club and will be affiliated to the South Wales Football Association.

2. Aims and Objectives

The Aims and objectives of the club will be:

To offer coaching and competitive opportunities in football

To promote the club within the local community and football

To manage the football club

To ensure a duty of care to all members of the club

To provide all its services in a way that is fair to everyone

3. Membership

To ensure all present and future members receive fair and equal treatment

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

Full member

Junior member

Life member

4. Membership fees

Membership fees will be set annually and agreed at the Annual General Meeting.

Fees will be paid: By weekly subscription

5. Officers of the club

The officers of the club will be:

Chair: *CEMG DAVIES.*

Vice Chair: *MARK DEES.*

Honorary Secretary: *Steve RICHARDS.*

Fixture Secretary: *MIKE DREECE*

Treasurer: *Steve RICHARDS.*

President: Roger Turner

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6. Committee

The club will be managed through the management committee consisting of:

Chair, Vice Chair, Honorary Secretary, Fixture Secretary and Treasurer.

Only these posts will have the right to vote at meetings of the Management Committee.

The management committee will be convened by the secretary of the club and held no less than quarterly.

The quorum required for business to be agreed at the Management Committee meetings will be: Three and must include within those three the Chair or Vice Chair.

The Management Committee will be responsible for adopting new policy, codes of practice and rules that effect the organisation of the club.

The Management Committee will have the powers to adopt subcommittees as necessary and appoint advisers to the Management committee as necessary to fulfil its business.

The management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action or suspension or discipline following such hearings.

7. Finance

All club money will be banked in an account held in the name of the club

The club treasurer will be responsible for the finances of the club

The financial year will end on 1st June each year

The treasurer at the annual general meeting will present an audited statement of annual accounts.

Any cheques drawn against the club funds should hold the signatures of the treasurer plus up to one other officer.

8. Annual General Meetings

Notice of Annual General Meetings (AGM) will be give by the club secretary. Not less than 7 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nomination for officers of the Management Committee will be sent to the secretary prior to the AGM.

Elections of officers are to take place at the AGM

The quorum for AGMs will be 25% of the membership.

The management committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. Discipline and Appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the clubs child protection policy and procedures. The welfare officer is the lead contact for all members in the vent of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the secretary.

The Management Committee will meet to hear the complaints within seven days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within ten days of the hearing.

There will be the right to appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within seven days of the secretary receiving the appeal.

10. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Ysgol Dolau Sports Department.

11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM

12. Declaration

Bryncae Football Club hereby adopts and accepts this constitution as a current operating guide to regulating the actions of members.

Signed:



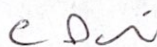
Date:

9/8/22.

Name: Steve Purness.

Position: Honorary Secretary

Signed:



Date:

9/8/22

Name: CRAIG DAVIES.

Position: Chair

Signed:



Date:

9.8.22.

Name: MARK REES.

Position: Vice Chair

Bryncae Football Club Season 2021/2022



IN		Out	
<u>£254</u>	Balance from 2020/2021	£633	Pant 3g Pitch Training
£2,578	Subs	£600	RCT Pitches
£856	Fundraising/Cards	£93	Balls match/training
£190	Fines (club and player)	£735	Referees
£800	Community Council	£784	Laundry
£300	Bryncae Arms Sponsorship	£350	Fines (club and player)
		£489	Playing Kit
		£240	Coach Jackets/Wear
		£120	Trophies/Presentation

Total In

£4,978 Total Out

£4,044

Balance

£933

01044035
2 01072 01



Current Account

Branch details
Pontypridd (A) Branch
1 Taff Street
Pontypridd
Rhondda Cynon Taff
CF37 4UU

K38900/01044035/I 556150/01072



MR STEVEN RICHARDS
BRYNCAE FOOTBALL CLUB
94 PENYBONT ROAD
PENCOED
BRIDGEND
CF35 5PT

Summary

6 Oct 2022 to 4 Nov 2022
Sheet 146

Previous balance	750.46
Withdrawn	250.00
Paid in	0.00
New balance	500.46

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

If you have changed your address or telephone number,
please let us know

For Bank use

Account Number 73566306
Branch sort code 55-61-50
National Westminster Bank Plc

BRYNCAE FOOTBALL CLUB
BUSINESS ACCOUNT

BIC NWBK GB 2L
IBAN GB23 NWBK 5561 5073 5663 06

01044036
2 01072 0001/0001



Current Account

Date	Details	Withdrawn	Paid in	Balance
6 Oct 2022	BROUGHT FORWARD			750.46
18 Oct	Cheque 000269	250.00		500.46
		RCY- Price fees.		

Account Number 73566306
Branch sort code 55-61-50
National Westminster Bank Plc

BRYNCAE FOOTBALL CLUB
BUSINESS ACCOUNT



Llanharan Community Council – CIL application form for Community Groups

Note: This form is intended for the use of Community Groups and Organisations for projects in excess of £1000

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).	Brynna Community Centre
Legal Status of the Organisation: (i.e. limited company, Trust, Charitable Incorporated Organisation, CASC etc...)	Charitable Incorporated Organisation
Registered Charity Number (if applicable)	1184470
Name of Main Contact: (All correspondence will be addressed to this person)	Julian Phelps
Full Postal Address of Applicant:	30 Maywood Brynna CF72 9PZ
Contact Telephone Number:	Daytime: Mobile: 07777 645149



Main Contact Email Address:	hoolio610@yahoo.co.uk
Has the organisation received Grant Aid or CIL funding from Llanharan Community Council in the past 3 years? If the answer is yes, please complete the box below:	
Date and type of funding (Grant/CIL)	Amount
July 2020	£15,000
	£
	£
	£
<p>Please provide a brief description of the main aims and activities of the organisation applying for CIL funding.</p> <p>Brynna Community Centre offers premises for a variety of user groups to undertake a wide range of activities. These activities comprise a Rainbows group, Zumba classes, Tae Kwon Do classes, 2 dance groups, a Kendo and a Karate group. In addition, the hall is used by a Playtots group every day in term time.</p> <p>In addition to a main and lesser hall, we also provide changing rooms for both Senior and Junior football clubs. We also provide an all-weather training area with floodlights.</p> <p>Our aims are to maintain or improve these facilities and to provide these facilities to local user groups as cheaply as possible.</p> <p>How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?</p> <p>There are currently four trustees and a further three committee members, all of whom live in Llanharan Community Council area</p>	



Are you a not for profit organisation? (Note: This is a legal term)

Yes ☒

No ☐

How long has the organisation been established?

CIO status was achieved on 23rd January 2020. Previously and since 1981 the Centre was run by a management committee

SECTION B: FOR WHAT PURPOSE ARE YOU APPLYING FOR CIL FUNDING?

Please provide a brief description of the project you intend to use CIL funding for?

We hope to secure funding to replace the redundant relay control unit and associated parts that manages sewage disposal. Until recently, sewage was collected into a large sump, and was pumped into a main outlet. However, there is now a malfunction in the relay control unit that operates the pumps. The pumps have been tested and are working. We have tried to replace the broken part, but have learned that the model is now redundant. Our only option is to replace the entire unit

How will the project tangibly benefit the Community?

The project will allow the Community Centre and adjoining changing rooms to be made available to local users. Unless the remedial work is undertaken, the facility will be rendered unusable.

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

Start Date: November / December 2022

Completion Date: November / December 2022



SECTION C: How much CIL funding is being applied for?

What is the total cost of the project for which CIL funding is required?
£3,725.64

What is the amount of CIL Funding the organisation would like to apply for?
£3104.70

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

Community Centre funds. The Committee appreciate the financial assistance that has been previously provided. We think that our present financial situation would allow us to make a contribution to the project costs. The Committee has discussed the matter and as a gesture of goodwill the Committee are content to offer to meet the VAT element of the overall costs amounting to £690.24

A copy of the latest financial accounts to 30-6-22 is attached, in which it is noted that bank accounts held £48,768 at that date. For clarification, and when funding was acquired to purchase the 3G pitch in 2014, a condition of that funding was that we should put aside £5,000 per year to contribute to the replacement of the playing surface after its expected ten year life span. Accordingly, we have set aside £5,000 per year since 2014, and currently hold £45,000 in a savings account which we intend to use to replace the existing playing surface after it has perished.

The amount shown in the financial accounts to 30-6-22 is an amalgamated figure comprising around £45,000 held in the savings account, and the credit balance in our cheque account numbered 17732964, for which a current statement has also been provided



Supply the following information dependant on grant applied for.

- Organisation/Group constitution or rules
- Income and expenditure account/balance sheet
- Last bank statement
- Constitution or rules
- VAT registration
- Is the organisation profit making?
- Latest audited/ratified accounts and balance sheet.
- Provide quotations for items the CIL funding will be used for.

Section D: Sustainability

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

If yes, provide details.

On completion of the project the Community Centre will be able to be made available to local user groups



Section E: Payment Details

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

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

Brynna Community Centre

Account Number

17732964

Sort Code

01-01-55



SECTION F: Completing the application

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

Declaration:

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

Signed: Julian Phelps

Date: 11-11-22

Please note that this form requires two signatures:

Second Signature: Celine Durham

Position held in organisation: Facilities Manager

Signed: Celine Durham

Date: 14-11-22

Completed application forms should be returned to:

Project Officer
Llanharan Community Council
2 Chapel Rd
Llanharan
CF72 9QA
Project@llanharan-cc.gov.wales
01443 231430

**Checklist:-**

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

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

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



Appendix One

Llanharan Community Council CIL Feedback

Name:	Julian Phelps
Organisation:	Brynna Community Centre
Address:	Church Street Brynna CF72 9QP
Telephone:	07777645149
Email address:	hoolio610@yahoo.co.uk
Website:	
Reason for previous application: (Project/activity name/details)	To fund a new roof for the Community Centre
Amount received:	£15,000
Date received:	22-7-20



I was happy with the application process?	Yes <input type="checkbox"/>
If your answer to the above question is no, please give further details to enable us to improve the application process.	
How has the donation made a difference to the Community?	The new roof has allowed many user groups to undertake a variety of activities

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

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

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

Return the completed form to:

**Llanharan Community Council
2 Chapel Road
Llanharan
CF72 9QA**

Project@llanharan-cc.gov.wales

01443 231430

DS PUMPING STATIONS Ltd

Unit 10
South Cornelly Trading Est.
PORTHCAWL RD.
CF33 4RE



Name:	Call out	Date	20/10/22
-------	----------	------	----------

Site / Address	Work Required
Brynnau Community Centre Heol Dewi Brynna CF72 9QP	Lift pumps clear blockages and lower back into wet well

~	240	Main Voltage		Control Voltage		Floats (F) / Telemetry (T)	F
---	-----	--------------	--	-----------------	--	----------------------------	---

Pump 1

Make / Type	Flygt 3085.171						
Serial	No	9010078	RPM	=	2830	NLC	A U
Rating	Kw	1.9	Impellor Size	H	249	FLC	A U
Max Current	A	11	O/L Set Point	A	N/A	IR @ 500v	MΩ 302.1 UVW-E
Continuity	Ω	1.59 U-V	Continuity	Ω	5.98 U-W	Continuity	Ω 7.29 V-W
Visual only on	Oil	✓	Cable	✓			

Pump 2

Make / Type	Flygt 3085.172						
Serial	No	1720063	RPM	=	2915	NLC	A U
Rating	Kw	1.9	Impellor Size	H	249	FLC	A U
Max Current	A	12	O/L Set Point	A	N/A	IR @ 500v	MΩ >200 0 UVW-E
Continuity	Ω	1.66 U-V	Continuity	Ω	5.9 1 U-W	Continuity	Ω 7.26 V-W
Visual only on	Oil	✓	Cable	✓			

Common Equipment

Alarms		Level Control		Guides		Chains		Chamber Cond	
Drawings		Lamps		Parts used				If yes see below	

No.	Findings
1	Pumps all working correctly quote to follow as per recommendations.
2	New guide rails
3	New pump chain
4	New top mounts, New floats and Hooks, Also new control panel



QUOTE

Rhondda Cynon Taff County Borough Council

Date
27 Oct 2022

Expiry
26 Nov 2022

Quote Number
QU-0176

Reference
Brynna Community Centre

VAT Number
909146225

D S Pumping Stations Ltd
Unit 10
South Cornelly Industrial
Estate
Porthcawl Road
BRIDGEND
CF33 4RE
Tel: 01656 451325

Description	Quantity	Unit Price	VAT	Amount GBP
Supply new Xylem twin single phase control panel	1.00	1,670.70	20%	1,670.70
Supply 4 new control switches 10 meter cables	4.00	100.00	20%	400.00
Supply 4 new guide rails 3/4"	4.00	26.50	20%	106.00
Supply 2 new pump lifting chain and D- shackles	2.00	24.00	20%	48.00
Labour 2 engineers to attend site and install	8.00	110.00	20%	880.00
			Subtotal	3,104.70
			TOTAL VAT 20%	620.94
			TOTAL GBP	3,725.64

Terms

Our payment terms are STRICTLY 30 days end of month

REGISTERED COMPANY NUMBER: CE018234 (England and Wales)
REGISTERED CHARITY NUMBER: 1184470

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 30 June 2022
for
BRYNNA COMMUNITY CENTRE

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

BRYNNA COMMUNITY CENTRE

Contents of the Financial Statements
for the Year Ended 30 June 2022

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Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 12
Detailed Statement of Financial Activities	13

BRYNNA COMMUNITY CENTRE

Report of the Trustees for the Year Ended 30 June 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2022. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To further or benefit the residents of Brynna and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the Trustees shall have power:

- To establish or secure the establishment of a community Centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a Centre for activities promoted by the charity in furtherance of the above objects.

- Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]

Significant activities

3.1. Statutory Declaration

"The Trustees of Brynna Community Centre CIO confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake, and have complied with the duty to have due regard to guidance on public benefit".

The report should provide information to help the user understand how the charity's aims fulfill its legal purposes, the activities it undertakes and what it has achieved.

3.2 Purpose of Brynna Community Centre CIO

The purpose of Brynna Community Centre CIO is to maintain and deliver services based at Brynna Community Centre and the playfields and 3G artificial sports pitch, on a not for profit basis.

3.3 The main activities undertaken by the charity to further its charitable purposes for the public benefit.

Administration of buildings and maintenance. Brynna Community Centre employs no staff and is run by a Management Committee, comprising all Trustees and other Committee Members. The majority of Trustees work on a voluntary basis with no remuneration.

3.4. Risk Management -Summary

EU General Data Protection Regulation (GDPR)

Brynna Community Centre has implemented what it believes to be appropriate and proportionate policy for GDPR governance at the Centre - whilst ostensibly for the CCTV, it is broad enough to cover the Centre as a whole to ensure:

- (a) the small quantity of personal data that it holds;
- (b) the severity of the impact in the event of any data breaches;
- (c) the non-intrusive purposes for which it holds, processes and uses the data, and
- (d) ensure our hirers are aware and adhere to GDPR either through adherence through their own policies or adopting our own policies.

Brynna Community Centre collects, holds and processes only those limited data items (typically name, e-mail address, telephone number) provided by its beneficiaries which are required for the effective provision of the support requested by its beneficiaries.

Brynna Community Centre does not use such personal data for any other purpose - specifically it does not hold personal data for any form of marketing, promotion or sharing with other organisations..

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance

4.1. How the Public Have Benefitted

The Centre is run as a full inclusive community centre for members of the public, locally and from surrounding areas.

4.2. Contributing to Activities Run by Other Organisations

None, mainly due to Covid, although there is a close client relationship with Llanharan Community Development Project (LCDP) and the respective junior and senior football teams.

4.3 Trustee Development

Trustees and Committee Members are invited and do attend seminars and webinars, mainly hosted and provided by Interlink RCT

BRYNNA COMMUNITY CENTRE

Report of the Trustees **for the Year Ended 30 June 2022**

FINANCIAL REVIEW

Reserves policy

5.1. Details of Any Funds Materially in Deficit

The Charity has no funds which are materially in deficit.

5.2. Policy on Reserves

This is held as part of the covenant with the 3G (artificial pitch) - funds are retained on a £5,000 a year basis to pay for a future replacement of the pitch, as a part of the original funding conditions for the 3G pitch. As of 19th March 2022, we are in year seven of the ten year covenant cycle, and will restart once a new pitch has been re-laid.

The Centre's policy on reserves is to generate and maintain a balance which is sufficient:

a) to preserve the financial viability of the Centre in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income;

b) to enable the Centre, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the Charity will endeavour to generate and maintain reserves which are at least 50% of its annual turnover.

5.3 Summary

As previously reported in the 2021 Annual Report, Covid-19 has had a significant effect on the financial performance and financial position of the charity during the reporting period.

The Covid-19 pandemic has had a major impact on communities and economies world-wide. That impact has been particularly significant in organisations, particularly charities, where the nature of their activities regularly brings them into close contact with other people, particularly the vulnerable, the elderly and those with impaired health and in our case, especially the youth in the community.

Covid-19 has been a major risk to which the Brynna Community Centre CIO has been exposed, and systems or procedures have been established to manage those risks.

However, the Centre has been able to hire and it has been used as emergency childcare provision and this has put the Centre in a better position than other local community centres; the fact an asset transfer to the Trustees from RCT has taken place has given much more control to the Centre than it may have had under the previous working relationship with RCT.

5.4. Principal Sources of Funding and Outgoings

The Centre's principal source of funding is income generated for or by the hire of the 3G (artificial pitch) and the Centre building itself. No income is generated by the hire of the playing fields which is undertaken by RCT Parks and Leisure.

The Centre's business structure has made the availability of applying for grants and funding; the Centre has engaged in the following specific applications for grants or fundraising activities up to 30 June 2022:

- Sport Wales - £5,000

- Rhondda Cynon Taf - £750

The charity's income amounted to £39,124 (2021: £134,564). The charity's assets are available and adequate to fulfil its obligations on a fund by fund basis.

Details of the Company's accounting policies can be found in note 1.

The total balance of all funds at 30 June 2022 amounted to £118,138 (2021: £133,385).

The balance of restricted funds at 30 June 2022 was £Nil (2021: £Nil).

The balance of unrestricted funds at 30 June 2022 was £118,138 (2021: £133,385).

5.5. Remuneration of Key Trustees

All Trustees (with one exception) act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Centre except for costs incurred. The remuneration one Trustee receives for services is within the guidance from the Charity Commission and stipulated in the Constitution.

Out-of-pocket expenses, necessarily and reasonably incurred by Trustees in promoting the purposes of the Centre, are reimbursed at cost.

5.6 Financial Status

Though modest, the Centre's income is sufficient to meet its outgoings for at least next year, if there is no change in the current Covid status; all the indications are that this will remain the case for the foreseeable future.

5.7 Statutory Statements on Liabilities

The Trustees declare that:

BRYNNA COMMUNITY CENTRE

Report of the Trustees for the Year Ended 30 June 2022

The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (eg: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);

The Centre has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO (eg: a mortgage on property owned by the charity).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Brynna Community Centre CIO currently has six trustees as per Section 1.3.

In accordance with the Constitution, Trustees are appointed or re-appointed for a term by a resolution passed at a properly convened meeting of the charity trustees.

In appointing Trustees due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

Organisational structure

The charity trustees may delegate any of their powers or functions to a committee or committees and, if they do, they shall determine the terms and conditions on which the delegation is made.

The charity trustees may at any time alter those terms and conditions, or revoke the delegation.

This power is in addition to the power of delegation in the General Regulations and any other power of delegation available to the charity trustees, but is subject to the following requirements:

- a) a committee may consist of two or more persons, but at least two members of each committee must be a charity trustee;
- b) the acts and proceedings of any committee must be brought to the attention of the charity trustees as a whole as soon as is reasonably practicable; and
- c) the charity trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

Committee Structure - Members

The following members constitute the Management Committee as of 9th June 2022 - Trustees are noted, along with their main roles - other roles may be undertaken by various Committee members at times such as; grants administration, Covid Officer, Charity Commission Liaison etc:

1. Roger Turner - Trustee & Chair.
2. Julian Phelps - Trustee & Treasurer & Acting Facilities Manager.
3. Rose North - Trustee & Secretary
4. Robert Lewis-Watkin - Trustee & Committee Member
5. Lloyd Matthews - Committee Member
6. Nigel Foster - Committee Member
7. Graham Odlum - Committee Member

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE018234 (England and Wales)

Registered Charity number

1184470

Registered office

Heol Dewi
Brynna
Pontyclun
CF72 9QP

Trustees

R Hughes (resigned 29.4.2022)
Mrs H Day (resigned 9.6.2022)
R Lewis-Watkin
Mrs R North
J Phelps
R Turner (appointed 9.6.2022)

Company Secretary

BRYNNA COMMUNITY CENTRE

Report of the Trustees
for the Year Ended 30 June 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Mr D R Bowden
ACA
James de Frias
Chartered Accountants
Llanover House
Llanover Road
Pontypridd
Mid Glamorgan
CF37 4DY

Bankers

Natwest
Park Place
Cardiff

Approved by order of the board of trustees on and signed on its behalf by:



.....
R Turner - Trustee

Independent Examiner's Report to the Trustees of
Brynna Community Centre

Independent examiner's report to the trustees of Brynna Community Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr D R Bowden
ACA
James de Frias
Chartered Accountants
Llanover House
Llanover Road
Pontypridd
Mid Glamorgan
CF37 4DY

Date:

29/09/2022

BRYNNA COMMUNITY CENTRE

Statement of Financial Activities for the Year Ended 30 June 2022

	Notes	Unrestricted fund £	Restricted fund £	30.6.22 Total funds £	30.6.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	6,000	-	6,000	117,794
Other trading activities	3	33,112	-	33,112	16,763
Investment income	4	13	-	13	7
Total		39,125	-	39,125	134,564
EXPENDITURE ON					
Raising funds	5	13,618	-	13,618	43,887
Charitable activities					
General		40,756	-	40,756	18,961
Total		54,374	-	54,374	62,848
NET INCOME/(EXPENDITURE)		(15,249)	-	(15,249)	71,716
RECONCILIATION OF FUNDS					
Total funds brought forward		133,385	-	133,385	61,669
TOTAL FUNDS CARRIED FORWARD		118,136	-	118,136	133,385

The notes form part of these financial statements

BRYNNA COMMUNITY CENTRE

Balance Sheet 30 June 2022

	Notes	Unrestricted fund £	Restricted fund £	30.6.22 Total funds £	30.6.21 Total funds £
FIXED ASSETS					
Tangible assets	9	70,718	-	70,718	64,945
CURRENT ASSETS					
Debtors	10	-	-	-	55
Cash at bank		48,768	-	48,768	70,869
		48,768	-	48,768	70,924
CREDITORS					
Amounts falling due within one year	11	(1,350)	-	(1,350)	(2,484)
NET CURRENT ASSETS		47,418	-	47,418	68,440
TOTAL ASSETS LESS CURRENT LIABILITIES		118,136	-	118,136	133,385
NET ASSETS		118,136	-	118,136	133,385
FUNDS	12				
Unrestricted funds				118,136	133,385
TOTAL FUNDS				118,136	133,385

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:



R Turner - Trustee

The notes form part of these financial statements

BRYNNA COMMUNITY CENTRE

Notes to the Financial Statements **for the Year Ended 30 June 2022**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 20% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	30.6.22	30.6.21
	£	£
Donations	250	-
Grants	5,750	117,794
	<u>6,000</u>	<u>117,794</u>

BRYNNA COMMUNITY CENTRE

Notes to the Financial Statements - continued **for the Year Ended 30 June 2022**

2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	30.6.22	30.6.21
	£	£
Brynnna Community Centre	-	6,602
Sports Council Wales	-	8,588
Mynydd Windfarm Grant	5,000	-
Bridgend CBC	-	250
Grant Scape	-	18,500
Llan Com Council	-	18,529
Rhondda Cynon Taff CBC	-	38,375
Coalfields Regeneration	750	5,000
Interlink Grant	-	250
Welsh Government grant	-	21,700
	<u>5,750</u>	<u>117,794</u>

3. OTHER TRADING ACTIVITIES

	30.6.22	30.6.21
	£	£
Hall and 3G Hire	<u>33,112</u>	<u>16,763</u>

Hire income is split between £18,570 (2021: £11,991) Hall hire and £14,541 (2021: £4,772) 3G hire.

4. INVESTMENT INCOME

	30.6.22	30.6.21
	£	£
Deposit account interest	<u>13</u>	<u>7</u>

5. RAISING FUNDS

Investment management costs

	30.6.22	30.6.21
	£	£
Administrative expenses	229	1,103
RCT Rent paid	1,480	-
Repairs and renewals	11,672	42,496
Cleaning	237	288
	<u>13,618</u>	<u>43,887</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30.6.22	30.6.21
	£	£
Depreciation - owned assets	<u>16,877</u>	<u>7,150</u>

BRYNNA COMMUNITY CENTRE

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2022**

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2022 nor for the year ended 30 June 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2022 nor for the year ended 30 June 2021.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	117,794	-	117,794
Other trading activities	16,763	-	16,763
Investment income	7	-	7
Total	134,564	-	134,564
EXPENDITURE ON			
Raising funds	43,887	-	43,887
Charitable activities			
General	18,961	-	18,961
Total	62,848	-	62,848
NET INCOME	71,716	-	71,716
RECONCILIATION OF FUNDS			
Total funds brought forward	61,669	-	61,669
TOTAL FUNDS CARRIED FORWARD	133,385	-	133,385

9. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 July 2021	72,095
Additions	22,650
At 30 June 2022	94,745
DEPRECIATION	
At 1 July 2021	7,150
Charge for year	16,877
At 30 June 2022	24,027
NET BOOK VALUE	
At 30 June 2022	70,718
At 30 June 2021	64,945

BRYNNA COMMUNITY CENTRE

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2022**

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.6.22	30.6.21
	£	£
Trade debtors	-	55
	<u> </u>	<u> </u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.6.22	30.6.21
	£	£
Accrued expenses	1,350	2,484
	<u> </u>	<u> </u>

12. MOVEMENT IN FUNDS

	At 1.7.21 £	Net movement in funds £	At 30.6.22 £
Unrestricted funds			
General fund	133,385	(15,249)	118,136
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>133,385</u>	<u>(15,249)</u>	<u>118,136</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	39,125	(54,374)	(15,249)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>39,125</u>	<u>(54,374)</u>	<u>(15,249)</u>

Comparatives for movement in funds

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	61,669	71,716	133,385
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>61,669</u>	<u>71,716</u>	<u>133,385</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	134,564	(62,848)	71,716
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>134,564</u>	<u>(62,848)</u>	<u>71,716</u>

BRYNNA COMMUNITY CENTRE

Notes to the Financial Statements - continued
for the Year Ended 30 June 2022

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.20 £	Net movement in funds £	At 30.6.22 £
Unrestricted funds			
General fund	61,669	56,467	118,136
TOTAL FUNDS	<u>61,669</u>	<u>56,467</u>	<u>118,136</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	173,689	(117,222)	56,467
TOTAL FUNDS	<u>173,689</u>	<u>(117,222)</u>	<u>56,467</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2022.

BRYNNA COMMUNITY CENTRE

**Detailed Statement of Financial Activities
for the Year Ended 30 June 2022**

	30.6.22 £	30.6.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	250	-
Grants	5,750	117,794
	<u>6,000</u>	<u>117,794</u>
Other trading activities		
Hall and 3G Hire	33,112	16,763
Investment income		
Deposit account interest	13	7
	<u>39,125</u>	<u>134,564</u>
Total incoming resources		
	39,125	134,564
EXPENDITURE		
Investment management costs		
Administrative expenses	229	1,103
RCT Rent paid	1,480	-
Repairs and renewals	11,672	42,496
Cleaning	237	288
	<u>13,618</u>	<u>43,887</u>
Charitable activities		
Wages	6,294	3,120
Rates and water	503	164
Insurance	1,086	914
Light and heat	2,130	4,433
Sundries	1,811	1,896
Depn of plant & machinery	16,876	7,150
Grants paid	10,700	-
	<u>39,400</u>	<u>17,677</u>
Support costs		
Governance costs		
Accountancy and legal fees	1,356	1,284
	<u>54,374</u>	<u>62,848</u>
Total resources expended		
	54,374	62,848
Net (expenditure)/income	<u>(15,249)</u>	<u>71,716</u>

This page does not form part of the statutory financial statements

Transactions

Date: **11th November 2022**

Your transactions

Showing: Last 1 month (4 weeks), All Transactions

Date	Type	Description	Paid in	Paid out	Balance
10 Nov 2022	BAC	HOBBS RJ&JE , RAINBOWS HALL HIRE, FP 10/11/22 1503 , 996582753051011101	£28.00	-	£4,953.72
10 Nov 2022	BAC	LLAN MINI RUG SE , U10LLANRFCWINTERTR, FP 10/11/22 1012 , RP4659980609258900	£60.00	-	£4,925.72
9 Nov 2022	BAC	LLAN COMM PJ , OCT PLAYTOTS 2022 , FP 09/11/22 1525 , 189182825251901101	£1,036.00	-	£4,865.72
8 Nov 2022	DPC	BANKS K M , 8-9PM 7/11 , VIA MOBILE - LVP	£25.00	-	£3,829.72
7 Nov 2022	DPC	BURNELL S C V03 , SBURNELL OCT 22 , VIA MOBILE - PYMT	£126.00	-	£3,804.72
7 Nov 2022	DPC	AN S , SAMAN KENDO , VIA MOBILE - PYMT	£52.50	-	£3,678.72
7 Nov 2022	BAC	E WILLIAMS , OCT EMMA LOUISE , FP 07/11/22 1044 , 200000001023569353	£126.00	-	£3,626.22
4 Nov 2022	S/O	MR LLOYD MATTHEWS , FP 04/11/22 30 , 24023236208604000N	-	£100.00	£3,500.22
4 Nov 2022	S/O	GRAHAM J ODLUM , FP 04/11/22 30 , 21023236200267000N	-	£56.00	£3,600.22
4 Nov 2022	S/O	CELINE DURHAM , BRYNNA COM CENTRE	-	£80.00	£3,656.22
4 Nov 2022	DPC	THOMAS ZJW , FOOTBALL , VIA MOBILE - LVP	£40.00	-	£3,736.22
4 Nov 2022	BAC	THE LIONS RAW 2017, TOUCH RUGBY 031122, FP 04/11/22 0818 , 300000001029301731	£25.00	-	£3,696.22
4 Nov 2022	BAC	MCCANN R+LJ , KARATE , FP 04/11/22 0637 , RP4659989883705300	£42.00	-	£3,671.22
3 Nov 2022	DPC	BANKS K M , 4/10 8-9PM , VIA MOBILE - LVP	£25.00	-	£3,629.22
3 Nov 2022	DPC	THOMAS ZJW , FOOTBALL , VIA MOBILE - LVP	£40.00	-	£3,604.22
2 Nov 2022	BAC	CHRISTOPHER LEWIS , DAI LEWIS , FP 02/11/22 0114 , PLW75LWGDDPF3CWSSW	£25.00	-	£3,564.22
1 Nov 2022	DPC	HMRC CUMBERNAULD , 120PG02637973 , VIA ONLINE - PYMT , FP 01/11/22 10 , 22103412175738000N	-	£136.00	£3,539.22
1 Nov 2022	DPC	BANKS K M , 31/10 8-9PM , VIA MOBILE - LVP	£25.00	-	£3,675.22
31 Oct 2022	D/D	TOTALENERGIES G&P , 1202679	-	£140.35	£3,650.22
31 Oct 2022	DPC	CHUBB FIRE & SEC , 50380582 , VIA ONLINE - PYMT , FP 31/10/22 10 , 05133745098188000N	-	£96.65	£3,790.57
31 Oct 2022	DPC	THOMAS ZJW , FOOTBALL , VIA MOBILE - LVP	£20.00	-	£3,887.22
31 Oct 2022	BAC	KANIZSAI D , 3G PITCH 30OCT1630, FP 30/10/22 1859 , RP4659989294730700	£20.00	-	£3,867.22
28 Oct 2022	S/O	GRAHAM J ODLUM , FP 28/10/22 30 , 37023259785862000N	-	£56.00	£3,847.22

28 Oct 2022	S/O	MR LLOYD MATTHEWS , FP 28/10/22 30 , 39023259791169000N	-	£100.00	£3,903.22
28 Oct 2022	S/O	CELINE DURHAM , BRYNNA COM CENTRE	-	£80.00	£4,003.22
28 Oct 2022	DPC	AB ELECT SERVS , INVOICE 27-10-22 , VIA ONLINE - PYMT , FP 28/10/22 10 , 38154538743795000N	-	£50.00	£4,083.22
28 Oct 2022	BAC	HAYES M A , OVER 50S WALKING F, FP 27/10/22 2018 , 238161828102720101	£25.00	-	£4,133.22
27 Oct 2022	BAC	THE LIONS RAW 2017, TOUCH RUGBY 271022, FP 27/10/22 0737 , 600000001020446258	£25.00	-	£4,108.22
26 Oct 2022	BAC	CHRISTOPHER LEWIS , DAI LEWIS , FP 26/10/22 0929 , P3NJF4IFWLHQG2FVT3	£25.00	-	£4,083.22
25 Oct 2022	DPC	BANKS K M , 24TH 8-9PM , VIA MOBILE - LVP	£25.00	-	£4,058.22
24 Oct 2022	BAC	LLAN COMM PJ , SEPT PT 2022 , FP 24/10/22 0711 , 669389943290120101	£934.50	-	£4,033.22
24 Oct 2022	BAC	BRYNNA FOOTBALL CL, 3G HIRE OCT 15 , FP 24/10/22 1527 , 200000001015366631	£25.00	-	£3,098.72
21 Oct 2022	S/O	MR LLOYD MATTHEWS , FP 21/10/22 30 , 35023224472801000N	-	£100.00	£3,073.72
21 Oct 2022	S/O	GRAHAM J ODLUM , FP 21/10/22 30 , 28023224465249000N	-	£56.00	£3,173.72
21 Oct 2022	S/O	CELINE DURHAM , BRYNNA COM CENTRE	-	£80.00	£3,229.72
21 Oct 2022	BAC	THE LIONS RAW 2017, TOUCH RUGBY 201022, FP 20/10/22 1854 , 100000001014193049	£25.00	-	£3,309.72
21 Oct 2022	BAC	HAYES M A , OVER 50S WALKING F, FP 20/10/22 2020 , 378991830202020101	£25.00	-	£3,284.72
21 Oct 2022	BAC	LLAN COMM PJ , AUGUST PLAYScheme , FP 21/10/22 0922 , 082115952290120101	£441.00	-	£3,259.72
20 Oct 2022	DPC	WINDMILL FUND , BRYNNA WIND FARM , VIA ONLINE - PYMT , FP 20/10/22 10 , 24103456808250000N	-	£300.00	£2,818.72
20 Oct 2022	BAC	BRYNNA COMMUNITY C, BALANCE WIND FARM , FP 20/10/22 1029 , 400000001021984581	£300.00	-	£3,118.72
19 Oct 2022	DPC	BANKS K M , TUE 18/10TH 8-9PM, VIA MOBILE - LVP	£25.00	-	£2,818.72
19 Oct 2022	BAC	HOBBS RJ&JE , RAINBOWS HALL HIRE, FP 18/10/22 2007 , 307953737002810101	£21.00	-	£2,793.72
18 Oct 2022	DPC	BANKS K M , MON 17/10TH 8-9PM, VIA MOBILE - LVP	£25.00	-	£2,772.72
17 Oct 2022	DPC	THOMAS ZJW , FOOTBALL , VIA MOBILE - LVP	£20.00	-	£2,747.72
17 Oct 2022	BAC	LLAN BRYNNA CHUR , HALL RENTAL , FP 15/10/22 0945 , RP4659987480221200	£24.00	-	£2,727.72
14 Oct 2022	S/O	MR LLOYD MATTHEWS , FP 14/10/22 30 , 29023217270192000N	-	£100.00	£2,703.72
14 Oct 2022	S/O	GRAHAM J ODLUM , FP 14/10/22 30 , 24023217262928000N	-	£56.00	£2,803.72
14 Oct 2022	S/O	CELINE DURHAM , BRYNNA COM CENTRE	-	£80.00	£2,859.72
14 Oct 2022	DPC	ROSE NORTH , DOG BAG HOLDERS , VIA ONLINE - PYMT , FP 14/10/22 10 , 30144234436858000N	-	£24.94	£2,939.72
14 Oct 2022	BAC	HAYES M A , OVER 50S WALKING F, FP 13/10/22 2023 , 551745143202310101	£25.00	-	£2,964.66
14 Oct 2022	BAC	THE LIONS RAW 2017, TOUCH RUGBY 131022, FP 13/10/22 1917 , 100000001010734879	£25.00	-	£2,939.66
14 Oct 2022	BAC	BRYNNA COMMUNITY C, ROSE DOG BAGS , FP 14/10/22 1438 , 600000001014237025	£24.98	-	£2,914.66

12 Oct 2022	BAC	C DAVIES , SEPT , FP 12/10/22 1303 , 100000001010072815	£21.00	-	£2,889.68
12 Oct 2022	BAC	CHRISTOPHER LEWIS , DAI LEWIS , FP 12/10/22 0840 , PQT2IDZICYSSTMEENU	£25.00	-	£2,868.68
11 Oct 2022	DPC	BANKS K M , MON 10/10TH 8-9PM, VIA MOBILE - LVP	£25.00	-	£2,843.68
11 Oct 2022	BAC	K DAVEY , MATT DAVEY , FP 11/10/22 1002 , 300000001016110003	£60.00	-	£2,818.68

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Constitution of

Brynna Community Centre

a Charitable Incorporated Organisation (foundation structure)
whose only voting members are its charity trustees

Date of constitution (last amended):

2nd September 2022

1. Name

The name of the Charitable Incorporated Organisation ("the CIO") is
Brynna Community Centre

2. National location of principal office

The CIO must have a principal office in England or Wales. The principal office of the CIO is in *Wales*.

3. Objects

The objects of the CIO are

To further or benefit the residents of Brynna and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power:

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]

4. Powers

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- 1) borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- 2) buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- 3) sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- 4) employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
- 5) deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

5. Application of income and property

- 1) The income and property of the CIO must be applied solely towards the promotion of the objects.

- a. A charity trustee is entitled to be reimbursed from the property of the CIO or may pay out of such property reasonable expenses properly incurred by him or her when acting on behalf of the CIO.
- b. A charity trustee may benefit from trustee indemnity insurance cover purchased at the CIO's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.
- 2) None of the income or property of the CIO may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the CIO.
- 3) Nothing in this clause shall prevent a charity trustee or connected person receiving any benefit or payment which is authorised by Clause 6.

6. Benefits and payments to charity trustees and connected persons

1) General provisions

No charity trustee or connected person may:

- a. buy or receive any goods or services from the CIO on terms preferential to those applicable to members of the public;
- b. sell goods, services, or any interest in land to the CIO;
- c. be employed by, or receive any remuneration from, the CIO;
- d. receive any other financial benefit from the CIO;

unless the payment or benefit is permitted by sub-clause (2) of this clause or authorised by the court or the prior written consent of the Charity Commission ("the Commission") has been obtained. In this clause, a "financial benefit" means a benefit, direct or indirect, which is either money or has a monetary value.

2) Scope and powers permitting trustees' or connected persons' benefits

- a. A charity trustee or connected person may receive a benefit from the CIO as a beneficiary of the CIO provided that a majority of the trustees do not benefit in this way.
- b. A charity trustee or connected person may enter into a contract for the supply of services, or of goods that are supplied in connection with the provision of services, to the CIO where that is permitted in accordance with, and subject to the conditions in, sections 185 to 188 of the Charities Act 2011.
- c. Subject to sub-clause (3) of this clause a charity trustee or connected person may provide the CIO with goods that are not supplied in connection with services provided to the CIO by the charity trustee or connected person.
- d. A charity trustee or connected person may receive interest on money lent to the CIO at a reasonable and proper rate which must be not more than the Bank of England bank rate (also known as the base rate).
- e. A charity trustee or connected person may receive rent for premises let by the trustee or connected person to the CIO. The amount of the rent and the other terms of the lease must be reasonable and proper. The charity trustee concerned must withdraw from any meeting at which such a proposal or the rent or other terms of the lease are under discussion.
- f. A charity trustee or connected person may take part in the normal trading and fundraising activities of the CIO on the same terms as members of the public.

3) Payment for supply of goods only – controls

The CIO and its charity trustees may only rely upon the authority provided by sub-clause (2)(c) of this clause if each of the following conditions is satisfied:

- a. The amount or maximum amount of the payment for the goods is set out in a written agreement between the CIO and the charity trustee or connected person supplying the goods ("the supplier").
- b. The amount or maximum amount of the payment for the goods does not exceed what is reasonable in the circumstances for the supply of the goods in question.
- c. The other charity trustees are satisfied that it is in the best interests of the CIO to contract with the supplier rather than with someone who is not a charity trustee or connected person.

In reaching that decision the charity trustees must balance the advantage of contracting with a charity trustee or connected person against the disadvantages of doing so.

- d. The supplier is absent from the part of any meeting at which there is discussion of the proposal to enter into a contract or arrangement with him or her or it with regard to the supply of goods to the CIO.
 - e. The supplier does not vote on any such matter and is not to be counted when calculating whether a quorum of charity trustees is present at the meeting.
 - f. The reason for their decision is recorded by the charity trustees in the minute book.
 - g. A majority of the charity trustees then in office are not in receipt of remuneration or payments authorised by clause 6.
- 4) In sub-clauses (2) and (3) of this clause:
- a. "the CIO" includes any company in which the CIO:
 - i. holds more than 50% of the shares; or
 - ii. controls more than 50% of the voting rights attached to the shares; or
 - iii. has the right to appoint one or more directors to the board of the company;
 - b. "connected person" includes any person within the definition set out in clause [30] (Interpretation);

7. Conflicts of interest and conflicts of loyalty

A charity trustee must:

- 1) declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
- 2) absent himself or herself from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between his or her duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest).

Any charity trustee absenting himself or herself from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

8. Liability of members to contribute to the assets of the CIO if it is wound up

- 1) If the CIO is wound up, each member of the CIO is liable to contribute to the assets of the CIO such amount (but not more than £1) as may be required for payment of the debts and liabilities of the CIO contracted before that person ceases to be a member, for payment of the costs, charges and expenses of winding up, and for adjustment of the rights of the contributing members among themselves.
- 2) In sub-clause (1) of this clause "member" includes any person who was a member of the CIO within 12 months before the commencement of the winding up.
- 3) But subject to that, the members of the CIO have no liability to contribute to its assets if it is wound up, and accordingly have no personal responsibility for the settlement of its debts and liabilities beyond the amount that they are liable to contribute.

9. Charity trustees

1) Functions and duties of charity trustees

The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee:

- a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
 - any special knowledge or experience that he or she has or holds himself or herself out as having; and,
 - if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

2) Eligibility for trusteeship

- a) Every charity trustee must be a natural person.
- b) No individual may be appointed as a charity trustee of the CIO:
 - if he or she is under the age of 16 years; or
 - if he or she would automatically cease to hold office under the provisions of clause [12(1)(e)].
- c) No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee.
- d) At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.

3) Number of charity trustees

- a) There must be at least [three] charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.
- b) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

4) First charity trustees

The first charity trustees are as follows, and are appointed for the following terms –

Rose North for 4 years

Julian Phelps for 4 years

Robert Lewis-Watkin for 4 years

Roger Turner for 4 years

10. Appointment of charity trustees

- 1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.
- 2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

11. Information for new charity trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

12. Retirement and removal of charity trustees

- 1) A charity trustee ceases to hold office if he or she:
 - a) retires by notifying the CIO in writing (but only if enough charity trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
 - b) is absent without the permission of the charity trustees from all their meetings held within a period of six months and the trustees resolve that his or her office be vacated;
 - c) dies;
 - d) in the written opinion, given to the company, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a director and may remain so for more than three months;
 - e) is disqualified from acting as a charity trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).
- 2) Any person retiring as a charity trustee is eligible for reappointment.

13. Taking of decisions by charity trustees

Any decision may be taken either:

- at a meeting of the charity trustees; or
- by resolution in writing or electronic form agreed by a majority of all of the charity trustees, which may comprise either a single document or several documents containing the text of the resolution in like form to which the majority of all of the charity trustees has signified their agreement. Such a resolution shall be effective provided that
 - a copy of the proposed resolution has been sent, at or as near as reasonably practicable to the same time, to all of the charity trustees; and
 - the majority of all of the charity trustees has signified agreement to the resolution in a document or documents which has or have been authenticated by their signature, by a statement of their identity accompanying the document or documents, or in such other manner as the charity trustees have previously resolved, and delivered to the CIO at its principal office or such other place as the trustees may resolve within 28 days of the circulation date.

14. Delegation by charity trustees

- 1) The charity trustees may delegate any of their powers or functions to a committee or committees, and, if they do, they shall determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions, or revoke the delegation.
- 2) This power is in addition to the power of delegation in the General Regulations and any other power of delegation available to the charity trustees, but is subject to the following requirements:
 - a) a committee may consist of two or more persons, but at least one member of each committee must be a charity trustee;
 - b) the acts and proceedings of any committee must be brought to the attention of the charity trustees as a whole as soon as is reasonably practicable; and
 - c) the charity trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

15. Meetings of charity trustees

- 1) Calling meetings
 - a) Any charity trustee may call a meeting of the charity trustees.
 - b) Subject to that, the charity trustees shall decide how their meetings are to be called, and what notice is required.

2) Chairing of meetings

The charity trustees may appoint one of their number to chair their meetings and may at any time revoke such appointment. If no-one has been so appointed, or if the person appointed is unwilling to preside or is not present within 10 minutes after the time of the meeting, the charity trustees present may appoint one of their number to chair that meeting.

3) Procedure at meetings

- a) No decision shall be taken at a meeting unless a quorum is present at the time when the decision is taken. The quorum is two charity trustees, or the number nearest to one third of the total number of charity trustees, whichever is greater, or such larger number as the charity trustees may decide from time to time. A charity trustee shall not be counted in the quorum present when any decision is made about a matter upon which he or she is not entitled to vote.
- b) Questions arising at a meeting shall be decided by a majority of those eligible to vote.
- c) In the case of an equality of votes, the person who chairs the meeting shall have a second or casting vote.

4) Participation in meetings by electronic means

- a. A meeting may be held by suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants.

- b. Any charity trustee participating at a meeting by suitable electronic means agreed by the charity trustees in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.
- c. Meetings held by electronic means must comply with rules for meetings, including chairing and the taking of minutes.

16. Membership of the CIO

- 1) The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.
- 2) Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

17. Informal or associate (non-voting) membership

- 1) The charity trustees may create associate or other classes of non-voting membership, and may determine the rights and obligations of any such members (including payment of membership fees), and the conditions for admission to, and termination of membership of any such class of members.
- 2) Other references in this constitution to “members” and “membership” do not apply to non-voting members, and non-voting members do not qualify as members for any purpose under the Charities Acts, General Regulations or Dissolution Regulations.

18. Decisions which must be made by the members of the CIO

- 1) Any decision to:
 - a) amend the constitution of the CIO;
 - b) amalgamate the CIO with, or transfer its undertaking to, one or more other CIOs, in accordance with the Charities Act 2011; or
 - c) wind up or dissolve the CIO (including transferring its business to any other charity)
 must be made by a resolution of the members of the CIO (rather than a resolution of the charity trustees).
- 2) Decisions of the members may be made either:
 - a) by resolution at a general meeting; or
 - b) by resolution in writing, in accordance with sub-clause (4) of this clause.
- 3) Any decision specified in sub-clause (1) of this clause must be made in accordance with the provisions of clause [28] (amendment of constitution), clause [29] (Voluntary winding up or dissolution), or the provisions of the Charities Act 2011, the General Regulations or the Dissolution Regulations as applicable. Those provisions require the resolution to be agreed by a 75% majority of those members voting at a general meeting, or agreed by all members in writing.
- 4) Except where a resolution in writing must be agreed by all the members, such a resolution may be agreed by a simple majority of all the members who are entitled to vote on it. Such a resolution shall be effective provided that:
 - a) a copy of the proposed resolution has been sent to all the members eligible to vote; and
 - b) the required majority of members has signified its agreement to the resolution in a document or documents which are received at the principal office within the period of 28 days beginning with the circulation date. The document signifying a member's agreement must be authenticated by their signature, by a statement of their identity accompanying the document, or in such other manner as the CIO has specified.

The resolution in writing may comprise several copies to which one or more members has signified their agreement. Eligibility to vote on the resolution is limited to members who are members of the CIO on the date when the proposal is first circulated.

19. General meetings of members

- 1) Calling of general meetings of members

The charity trustees may designate any of their meetings as a general meeting of the members of the CIO. The purpose of such a meeting is to discharge any business which must by law be discharged by a resolution of the members of the CIO as specified in clause [18] (Decisions which must be made by the members of the CIO).

2) Notice of general meetings of members

- a) The minimum period of notice required to hold a general meeting of the members of the CIO is 7 days.
- b) Except where a specified period of notice is strictly required by another clause in this constitution, by the Charities Act 2011 or by the General Regulations, a general meeting may be called by shorter notice if it is so agreed by a majority of the members of the CIO.
- c) Proof that an envelope containing a notice was properly addressed, prepaid and posted; or that an electronic form of notice was properly addressed and sent, shall be conclusive evidence that the notice was given. Notice shall be deemed to be given 48 hours after it was posted or sent.

3) Procedure at general meetings of members

The provisions in clause 15 (2)-(4) governing the chairing of meetings, procedure at meetings and participation in meetings by electronic means apply to any general meeting of the members, with all references to trustees to be taken as references to members.

20. Saving provisions

1) Subject to sub-clause (2) of this clause, all decisions of the charity trustees, or of a committee of charity trustees, shall be valid notwithstanding the participation in any vote of a charity trustee:

- who was disqualified from holding office;
- who had previously retired or who had been obliged by the constitution to vacate office;
- who was not entitled to vote on the matter, whether by reason of a conflict of interest or otherwise;

if, without the vote of that charity trustee and that charity trustee being counted in the quorum, the decision has been made by a majority of the charity trustees at a quorate meeting.

- 2) Sub-clause (1) of this clause does not permit a charity trustee to keep any benefit that may be conferred upon him or her by a resolution of the charity trustees or of a committee of charity trustees if, but for sub-clause (1), the resolution would have been void, or if the charity trustee has not complied with clause 7 (Conflicts of interest).

21. Execution of documents

- 1) The CIO shall execute documents either by signature or by affixing its seal (if it has one)
- 2) A document is validly executed by signature if it is signed by at least two of the charity trustees.
- 3) If the CIO has a seal:
 - a) it must comply with the provisions of the General Regulations; and
 - b) the seal must only be used by the authority of the charity trustees or of a committee of charity trustees duly authorised by the charity trustees. The charity trustees may determine who shall sign any document to which the seal is affixed and unless otherwise so determined it shall be signed by two charity trustees.

22. Use of electronic communications

1) General

The CIO will comply with the requirements of the Communications Provisions in the General Regulations and in particular:

- a) the requirement to provide within 21 days to any member on request a hard copy of any document or information sent to the member otherwise than in hard copy form;
- b) any requirements to provide information to the Commission in a particular form or manner.

2) To the CIO

Any member or charity trustee of the CIO may communicate electronically with the CIO to an address specified by the CIO for the purpose, so long as the communication is authenticated in a manner which is satisfactory to the CIO.

3) By the CIO

- a) Any member or charity trustee of the CIO, by providing the CIO with his or her email address or similar, is taken to have agreed to receive communications from the CIO in electronic form at

that address, unless the member has indicated to the CIO his or her unwillingness to receive such communications in that form.

- b) The charity trustees may, subject to compliance with any legal requirements, by means of publication on its website:
 - i. provide the members with the notice referred to in clause 19(2) (Notice of general meetings);
 - ii. give charity trustees notice of their meetings in accordance with clause 15(1) (Calling meetings); [and
 - iii. submit any proposal to the members or charity trustees for decision by written resolution or postal vote in accordance with the CIO's powers under clause 18 (Members' decisions), 18(4) (Decisions taken by resolution in writing).
- c) The charity trustees must –
 - i. take reasonable steps to ensure that members and charity trustees are promptly notified of the publication of any such notice or proposal; and
 - ii. send any such notice or proposal in hard copy form to any member or charity trustee who has not consented to receive communications in electronic form.

23. Keeping of Registers

The CIO must comply with its obligations under the General Regulations in relation to the keeping of, and provision of access to, a (combined) register of its members and charity trustees.

24. Minutes

The charity trustees must keep minutes of all:

- 1) appointments of officers made by the charity trustees;
- 2) proceedings at general meetings of the CIO;
- 3) meetings of the charity trustees and committees of charity trustees including:
 - the names of the trustees present at the meeting;
 - the decisions made at the meetings; and
 - where appropriate the reasons for the decisions;
- 4) decisions made by the charity trustees otherwise than in meetings.

25. Accounting records, accounts, annual reports and returns, register maintenance

- 1) The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commission, regardless of the income of the CIO, within 10 months of the financial year end.
- 2) The charity trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the CIO entered on the Central Register of Charities.

26. Rules

The charity trustees may from time to time make such reasonable and proper rules or byelaws as they may deem necessary or expedient for the proper conduct and management of the CIO, but such rules or bye laws must not be inconsistent with any provision of this constitution. Copies of any such rules or bye laws currently in force must be made available to any member of the CIO on request.

27. Disputes

If a dispute arises between members of the CIO about the validity or propriety of anything done by the members under this constitution, and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

28. Amendment of constitution

As provided by sections 224-227 of the Charities Act 2011:

- 1) This constitution can only be amended:
 - a) by resolution agreed in writing by all members of the CIO; or
 - b) by a resolution passed by a 75% majority of those voting at a general meeting of the members of the CIO called in accordance with clause 19 (General meetings of members).
- 2) Any alteration of clause 3 (Objects), clause [29] (Voluntary winding up or dissolution), this clause, or of any provision where the alteration would provide authorisation for any benefit to be obtained by charity trustees or members of the CIO or persons connected with them, requires the prior written consent of the Charity Commission.
- 3) No amendment that is inconsistent with the provisions of the Charities Act 2011 or the General Regulations shall be valid.
- 4) A copy of every resolution amending the constitution, together with a copy of the CIO's constitution as amended must be sent to the Commission by the end of the period of 15 days beginning with the date of passing of the resolution, and the amendment does not take effect until it has been recorded in the Register of Charities.

29. Voluntary winding up or dissolution

- 1) As provided by the Dissolution Regulations, the CIO may be dissolved by resolution of its members. Any decision by the members to wind up or dissolve the CIO can only be made:
 - a) at a general meeting of the members of the CIO called in accordance with clause 19 (General meetings of members), of which not less than 14 days' notice has been given to those eligible to attend and vote:
 - i. by a resolution passed by a 75% majority of those voting, or
 - ii. by a resolution passed by decision taken without a vote and without any expression of dissent in response to the question put to the general meeting; or
 - b) by a resolution agreed in writing by all members of the CIO.
- 2) Subject to the payment of all the CIO's debts:
 - a) Any resolution for the winding up of the CIO, or for the dissolution of the CIO without winding up, may contain a provision directing how any remaining assets of the CIO shall be applied.
 - b) If the resolution does not contain such a provision, the charity trustees must decide how any remaining assets of the CIO shall be applied.
 - c) In either case the remaining assets must be applied for charitable purposes the same as or similar to those of the CIO.
- 3) The CIO must observe the requirements of the Dissolution Regulations in applying to the Commission for the CIO to be removed from the Register of Charities, and in particular:
 - a) the charity trustees must send with their application to the Commission:
 - i. a copy of the resolution passed by the members of the CIO;
 - ii. a declaration by the charity trustees that any debts and other liabilities of the CIO have been settled or otherwise provided for in full; and
 - iii. a statement by the charity trustees setting out the way in which any property of the CIO has been or is to be applied prior to its dissolution in accordance with this constitution;
 - b) the charity trustees must ensure that a copy of the application is sent within seven days to every member and employee of the CIO, and to any charity trustee of the CIO who was not privy to the application.
- 4) If the CIO is to be wound up or dissolved in any other circumstances, the provisions of the Dissolution Regulations must be followed.

30. Interpretation

In this constitution:

"connected person" means:

- a) a child, parent, grandchild, grandparent, brother or sister of the charity trustee;
- b) the spouse or civil partner of the charity trustee or of any person falling within sub-clause (a) above;
- c) a person carrying on business in partnership with the charity trustee or with any person falling within sub-clause (a) or (b) above;

- d) an institution which is controlled –
 - i. by the charity trustee or any connected person falling within sub-clause (a), (b), or (c) above; or
 - ii. by two or more persons falling within sub-clause (d)(i), when taken together
- e) a body corporate in which –
 - i. the charity trustee or any connected person falling within sub-clauses (a) to (c) has a substantial interest; or
 - ii. two or more persons falling within sub-clause (e)(i) who, when taken together, have a substantial interest.

Section 118 of the Charities Act 2011 apply for the purposes of interpreting the terms used in this constitution.

“General Regulations” means the Charitable Incorporated Organisations (General) Regulations 2012.

“Dissolution Regulations” means the Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012.

The **“Communications Provisions”** means the Communications Provisions in [Part 9, Chapter 4] of the General Regulations.

“charity trustee” means a charity trustee of the CIO.

A **“poll”** means a counted vote or ballot, usually (but not necessarily) in writing.

31. Signatures

<u>Name and address</u>	<u>Signature</u>	<u>Date</u>
Roger Turner 10 Red Roofs Close Brynna Road Brynna CF35 6PH		
Julian Phelps 30 MAYWOOD Brynna Rhondda Cynon Taf CF72 9PZ		
Rose North 3 CLOS ALUN BRYNNA PONTYCLUN CF72 9SR		
Robert Lewis-Watkin 47 RED ROOFS CLOSE PENCOED BRIDGEND CF35 6PL		



To whom it may concern,

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

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

If you would like to apply for a Grant, the application form must be completed and returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate

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

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

**Clerk to the Council
Llanharan Community Council**

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

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Guidance Notes

Please read the guidance notes before completing the form:

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

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

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

Eligibility

Grants will not be made;

- to organisations situated outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided
- to organisations that are socially exclusive, e.g., where there are unreasonable restrictions on membership inconsistent with equal opportunities
- to organisations established for party political purposes or promoting religious purposes
- where the aims and objectives of the organisation are inconsistent with the values of the Community Council.
- no grant will be awarded to or for any commercial venture for private gain
- the grant cannot fund the purchase of alcohol, wages, loans or interest payments or VAT that you can recover

- no retrospective applications will be considered.

Grants will be considered under the following criteria:

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

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

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

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

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

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

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

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

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

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

All grants are at the discretion of the council:

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

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

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

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

Grants – DATA PROTECTION

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

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Form

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

No payments will be paid by cash.

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).	Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Registered Charity Number (<i>if applicable</i>)	1113952
Name of Main Contact: (All correspondence will be addressed to this person)	Sue Gwyn Executive Director
Full Postal Address of Applicant:	Brynawel House Llanharry Rd Llanharan CF72 9RN
Contact Telephone Number:	Daytime: 07950456227 Mobile: 07950456227
Main Contact Email Address:	sue@brynawelhouse.org
Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years?	
If the answer is yes, please complete the box below:	
Date	Amount
2020/2021	£300
	£
	£
	£
Has an Appendix Two, 'Grant spend confirmation form' been satisfactorily completed for the most recent grant Appendix Two MUST be completed for the application to be considered.	Yes

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

Brynawel is one of two rehabilitation centres in Wales. The charity has a 47-year history of delivering rehabilitation for adults with substance use disorder. In addition, we offer an assessment and early cognitive rehabilitation program for patients with a diagnosis of Alcohol Related Brain Damage (ARBD).

Brynawel House is in the process of developing a green horticultural enterprise that is self-sustainable. Such a project would provide significant added value to its culture, service and business model, adding another therapeutic opportunity.

The horticultural enterprise is providing opportunities for the local community to engage with Brynawel House. Developing a horticultural educational training capacity will improve employability opportunities for residents and community members. We have increased from 2 to 8 volunteers in the last 12 months.

We have established a wildlife centre with a grant from Keep Wales Tidy.

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

We have 28 staff, 4 of whom live in the Llanharan CC area. We take referrals from all over Wales. We have increased from 2 to 8 volunteers in the last 12 months.

Ultimately our aim is to attract the local community to visit and enjoy the wildlife meadow and the gardens. We have plans to establish an additional 'English Country' garden during 2023.

Are you a not for profit organisation?

Yes

How long has the organisation been established? 47 years

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?

12 x 8 ft Summerhouse to provide a space for volunteers to hold meetings, complete desk work - £2465, double door - £120, windows x 2 - £70, treatment - £45.

Panelling of inside the Summer house – £200 timber and £350 for labour

Installation of electricity - £750

£4000

Two recycled picnic benches for our wildlife field, where the local community can enjoy our wildlife field and grounds. - £485 x 2 = £970

A total of £4970

How will the Grand Aid benefit the Community?

Brynawel aim to expand their volunteer base, offering opportunities to local people to obtain voluntary placements in Brynawel where they can gain transferable skills for employment and purposeful, enjoyable activities via volunteering per se. We have an active aim to encourage the local community to access and enjoy our gardens and wildlife meadow.

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

Start Date: October 1st 2022

Completion Date: For evaluation at the end of September 2023, but this will be an ongoing project.

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

What is the total cost of the project/items for which Grant Aid is required? £4970

What is the amount of Grant Aid the organisation would like to apply for? £2000

What other sources of funding have been approached, or are available for the project? We have submitted grant bids to Screwfix and the

Margaret and Gwendoline Davies Trust for a poly tunnel and picnic benches

Supply the following information dependant on grant applied for.

A. Up to £100

- Organisation/Group constitution or rules

B. £101 - £499

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

C. £500 - £2,000

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

Section D: Sustainability

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

Yes

If yes, provide details.

This is an ongoing project which is included in Brynawel's 5 year business plan. Our aim is to eventually establish a sustainable social enterprise small garden centre on site. Also to work with Thrive, to

train 1 staff member and 2 volunteers in a formal qualification to deliver horticultural therapy.

Section E: Payment Details

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

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

Brynawel House Alcohol & Drug
Rehabilitation Centre Limited

Account Number

04002161

Sort Code

30-91-18

SECTION F: Completing the application

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

Declaration:

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

Signed:
1.9.2022

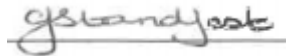


Sue Gwyn

Date:

Please note that this form requires two signatures:

Second Signature:



Position held in organisation: Finance Officer

Signed: Date: 2nd September 2022

Completed application forms should be returned to:

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

Checklist:-

- ✓ A copy of the organisations Constitution or rules to be provided
- ✓ Two signatories on the form.
- ✓ Submission of the application form is completed before the deadline date.
- ✓ You have considered any Equality impact issues in your application.

- ✓ If you previously received a grant from Llanharan Community Council, complete and include the feedback from in Appendix One and Appendix Two.

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

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



Appendix One

Llanharan Community Council Grant Feedback

Name:	Sue Gwyn Executive Director
Organisation:	Brynawel House Alcohol and drug Rehabilitation Centre Ltd
Address:	Brynawel House Llanharry Rd Llanharan CF72 9RN
Telephone:	07950456227
Email address:	sue@brynawelhouse.org
Website:	www.brynawel.org
Reason for previous application: (Project.activity name/details)	
Amount received:	£300
Date received:	October 21

I was happy with the application process?	Yes
If your answer to the above question is no, please give further details to enable us to improve the application process.	
How has the donation made a difference to the Community?	This has enabled us to grow plants from seed and we then use them in our vegetable patch, which generates food for use in the kitchen. We have also grown flowers from seed and used these throughout the site to improve the environment for clients and visitors. We are planning on applying for green flag status in 2023.

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

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

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

Return the completed form to:

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



Appendix Two

Llanharan Community Council Grant Spend Confirmation Form

Required for grants of £500 or more

Name:	N/A Grant was for £300
Organisation:	
Address:	
Telephone:	
Email address:	
Date & Amount granted:	
Specific reason for grant: What was the grant for:	
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.	

<p>Officers note: Is evidence required? (State what evidence is required here):</p> <p>Applicant to provide the evidence.</p>	
<p>Did the donation achieve its aims in relation to making a difference to the Community?</p>	

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

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

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

Return the completed form to:

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

Company No: 05708345
Charity No: 1113952

THE COMPANIES ACT 2006

**ARTICLES OF ASSOCIATION
OF
BRYNAWEL HOUSE ALCOHOL AND DRUG REHABILITATION CENTRE LTD**

**Incorporated on 14th February 2006 as amended by Certificate of Incorporation on
change of name on 26 September 2012, as amended by special resolution on [DATE]
2021**

COMPANIES ACT 2006

COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION OF BRYNAWEL HOUSE ALCOHOL AND DRUG REHABILITATION CENTRE LTD

1. NAME

The name of the **Charity** is Brynawel House Alcohol and Drug Rehabilitation Centre Ltd

2. REGISTERED OFFICE

The registered office of the Charity is to be in Wales

3. OBJECTS

The **Objects** of the Charity are to protect, preserve and improve the health of the public by the care, relief and rehabilitation of persons suffering alcohol dependency, the provision of guidance and support for the families, dependents and carers of persons suffering alcohol dependency and the provision of education for the public in relation to alcohol dependency and related subjects.

4. POWERS

The Charity has the following powers, which may be exercised only in promoting the Objects:

- 4.1 To promote or carry out research
- 4.2 To provide advice and training
- 4.3 To publish or distribute information
- 4.4 To co-operate with other bodies
- 4.5 To support, administer or set up other charities and to receive and hold on trust any charity property
- 4.6 To raise funds (but not by means of **taxable trading**)
- 4.7 To borrow money and give security for loans (but only in accordance with the restrictions imposed by the **Charities Act**)
- 4.8 To acquire or hire property of any kind

- 4.9 To equip, maintain or alter property of any kind owned, leased or used by the Charity or in furtherance of the Objects generally
- 4.10 To let or dispose of property of any kind (but only in accordance with the restrictions imposed by the Charities Act)
- 4.11 To make grants or loans of money and to give guarantees
- 4.12 To set aside funds for special purposes or as reserves against future expenditure
- 4.13 To deposit or invest funds in any manner (but to invest only after obtaining such advice from a **financial expert** as the **Trustees** consider necessary and having regard to the suitability of investments and the needs for diversification)
- 4.14 To delegate the management of investments to a financial expert, but only on terms that:
 - 4.14.1 the investment policy is recorded **in writing** for the financial expert by the Trustees
 - 4.14.2 every transaction is reported promptly to the Trustees
 - 4.14.3 the performance of the investments is reviewed regularly with the Trustees
 - 4.14.4 the Trustees are entitled to cancel the delegation arrangement at any time
 - 4.14.5 the investment policy and the delegation arrangement are reviewed at least once a **year**
 - 4.14.6 all payments due to the financial expert are on a scale or at a level which is agreed in advance and are notified promptly to the Trustees on receipt
 - 4.14.7 the financial expert must not do anything outside the powers of the Trustees
- 4.15 To arrange for investments or other property of the Charity to be held in the name of a **nominee company** under the control of the Trustees or of a financial expert acting under their instructions and to pay any reasonable fee required
- 4.16 To deposit documents and physical assets with any company registered or having a place of business in England and Wales as **custodian**, and to pay any reasonable fee required
- 4.17 To insure the property of the Charity against any foreseeable risk and take out other insurance policies to protect the Charity when required
- 4.18 To pay for **indemnity insurance** for the Trustees

- 4.19 Subject to clause 5, to employ paid or unpaid agents, staff or advisers
- 4.20 To enter into contracts to provide services to or on behalf of other bodies
- 4.21 To establish subsidiary companies to assist or act as agents for the Charity
- 4.22 To pay the costs of forming the Charity
- 4.23 To do anything else within the law which promotes or helps to promote the Objects

5. BENEFITS TO MEMBERS AND TRUSTEES

- 5.1 The property and funds of the Charity must be used only for promoting the Objects and do not belong to the **members** of the Charity but
 - 5.1.1 members who are not Trustees may be employed by or enter into contracts with the Charity and receive reasonable payment for goods or services supplied
 - 5.1.2 members (including Trustees) may be paid interest at a reasonable rate on money lent to the Charity
 - 5.1.3 members (including Trustees) may be paid a reasonable rent or hiring fee for property let or hired to the Charity
 - 5.1.4 individual members whether or not Trustees may receive charitable benefits in the capacity of beneficiaries
- 5.2 A Trustee must not receive any payment of money or other **material benefit** (whether directly or indirectly) from the Charity except
 - 5.2.1 as mentioned in clauses 4.18 (indemnity insurance), 5.1.2 (interest), 5.1.3 (rent), 5.1.4 (charitable benefits) or 5.3 (contractual payments)
 - 5.2.2 reimbursement of reasonable out-of-pocket expenses (including hotel and travel costs) actually incurred in the administration of the Charity
 - 5.2.3 an indemnity in respect of any liabilities properly incurred in running the Charity (including the costs of a successful defence to criminal proceedings)
 - 5.2.4 payment to any company in which a Trustee has no more than a 1 per cent shareholding
 - 5.2.5 in exceptional cases, other payments or benefits (but only with the **written** approval of the **Commission** in advance)
- 5.3 A Trustee may not be an employee of the Charity but a Trustee or a **connected person** may enter into a contract with the Charity to supply goods or services in return for a payment or other material benefit if

- 5.3.1 the goods or services are actually required by the Charity
 - 5.3.2 the nature and level of the remuneration is no more than is reasonable in relation to the value of the goods or services and is set at a meeting of the Trustees in accordance with the procedure in clause 5.4 and
 - 5.3.3 no more than one half of the Trustees are subject to such a contract in any **financial year**
- 5.4 Whenever a Trustee has a personal interest in a matter to be discussed at a meeting of the Trustees or a committee the Trustee concerned must:
 - 5.4.1 declare an interest at or before discussions begins on the matter
 - 5.4.2 withdraw from the meeting for that item unless expressly invited to remain in order to provide information
 - 5.4.3 not to be counted in the quorum for that part of the meeting
 - 5.4.4 withdraw during the vote and have no vote on the matter
- 5.5 This clause may not be amended without the prior written consent of the Commission

6. LIMITED LIABILITY

The liability of members is limited

7. GUARANTEE

Every member promises, if the Charity is dissolved while he, she or it remains a member or within 12 months afterwards, to pay up to £1 towards the costs of dissolution and the liabilities incurred by the Charity while the contributor was a member

8. DISSOLUTION

- 8.1 If the Charity is dissolved the assets (if any) remaining after provision has been made for all its liabilities must be applied in one or more of the following ways:-
 - 8.1.1 by transfer to one or more other bodies established for exclusively charitable purposes within, the same as or similar to the Objects
 - 8.1.2 directly for the Objects or charitable purposes within or similar to the Objects
 - 8.1.3 in such other manner consistent with charitable status as the Commission approve in writing in advance
- 8.2 A final report and statement of account must be sent to the Commission

9. MEMBERSHIP

- 9.1 The Charity must maintain a register of **members**
- 9.2 **Membership** of the Charity is open to any individual or organisation interested in promoting the **Objects** who
 - 9.2.1 applies to the Charity in the form required by the **Trustees**;
 - 9.2.2 is approved by the Trustees; and
 - 9.2.3 signs the register of members or consents **in writing** to become a member either personally or (in the case of a member organisation) through an **authorised representative**
- 9.3 The Trustees may establish different classes of membership (including **informal membership**) and prescribe their respective privileges and duties and set the amounts of any subscriptions
- 9.4 Membership is terminated if the member concerned
 - 9.4.1 gives **written** notice of resignation to the Charity
 - 9.4.2 dies or (in the case of an organisation) ceases to exist
 - 9.4.3 is six **months** in arrears in paying the relevant subscription (if any) (but in such a case the member may be reinstated on payment of the amount due);
or
 - 9.4.4 is removed from membership by resolution of the Trustees on the ground that in their reasonable opinion the member's continued membership is harmful to the Charity. The Trustees may only pass such a resolution after notifying the member in writing and considering the matter in the light of any written representations which the member concerned puts forward within **14 clear days** after receiving notice.
- 9.5 Membership of the Charity is not transferable

10. GENERAL MEETINGS

- 10.1 Members are entitled to attend general meetings either personally or (in the case of a member organisation) by an authorised representative. General meetings are called on at least clear 21 days' written notice specifying the business to be discussed

- 10.2 There is a quorum at a general meeting if the number of members or authorised representatives personally present is at least four (or ten percent of the members if greater)
- 10.3 The **Chair** or (if the Chair is unable or unwilling to do so) some other member elected by those present presides at a general meeting
- 10.4 Except where otherwise provided by the Articles or the **Companies Act**, every issue is decided by a majority of the votes cast
- 10.5 Except for the Chair of the meeting, who has a casting vote, every member present in person or through an authorised representative has one vote on each issue
- 10.6 A written resolution signed by all those entitled to vote at a general meeting is as valid as a resolution actually passed at a general meeting (and for this purpose the written resolution may be set out in more than one document and will be treated as passed on the date of the last signature)
- 10.7 Except at first the Charity must hold an **AGM** in every year. The first AGM must be held within 18 months after the Charity's incorporation
- 10.8 At an AGM the members:
 - 10.8.1 receive the accounts of the Charity for the previous **financial year**
 - 10.8.2 receive the Trustees' report on the Charity's activities since the previous AGM
 - 10.8.3 note the retirement of those Trustees who have retired during that year
 - 10.8.4 appoint auditors for the Charity
 - 10.8.5 may confer on any individual (with his or her consent) the honorary title of Patron, President or Vice-President of the Charity; and
 - 10.8.6 may discuss and determine any issues of policy or deal with any other business put before them by the Trustees
- 10.9 Any general meeting which is not an AGM is an **EGM**
- 10.10 An EGM may be called at any time by the Trustees and must be called within 28 clear days on a written request from at least four members

11. THE TRUSTEES

- 11.1 The Trustees as **charity trustees** have control of the Charity and its property and funds

- 11.2 The Trustees when complete consist of at least three and not more than twelve individuals, all of whom must be members at the date of appointment
- 11.3 Every appointed Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity Trustees
- 11.4 Every Trustee after appointment or reappointment must sign a declaration of willingness to act as a charity trustee of the Charity before he or she may vote at any meeting of the Trustees
- 11.5 One third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots
- 11.6 Any person retiring as a charity Trustee is eligible for reappointment up to a maximum of three consecutive terms of office. The Trustees have the discretion to extend a Trustee's term of office to a fourth consecutive term, depending on the circumstances existing at the relevant time, including but not limited to the Trustees assessment of the contribution made to the Charity's work by the retiring Trustee, including their level of attendance at Trustee meetings
- 11.7 A Trustee's term of office automatically terminates if he or she:
 - 11.7.1 is disqualified under the Charities Act from acting as a charity trustee
 - 11.7.2 is incapable, whether mentally or physically, of managing his or her own affairs
 - 11.7.3 is absent without notice from four consecutive meetings of the Trustees
 - 11.7.4 ceases to be a member (but such a person may be reinstated by resolution passed by all the other Trustees on resuming membership of the Charity before the next AGM)
 - 11.7.5 resigns by written notice to the Trustees (but only if at least two Trustees will remain in office)
 - 11.7.6 is removed by resolution of the members present and voting at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views
- 11.8 The Trustees may at any time co-opt any individual who is qualified to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee, but a co-opted Trustee holds office only until the next AGM
- 11.9 A technical defect in the appointment of a Trustee of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting

12. PROCEEDINGS OF TRUSTEES

- 12.1 The Trustees must hold at least four meetings each year
- 12.2 A quorum at a meeting of the Trustees is three Trustees
- 12.3 A meeting of the Trustees may be held either in person or by suitable electronic means agreed by the Trustees in which all participants may communicate with all the other participants
- 12.4 The Chair or (if the Chair is unable or unwilling to do so) some other Trustee chosen by the Trustees present presides at each meeting
- 12.5 Every issue may be determined by a simple majority of the votes cast at a meeting but a written resolution signed by all the Trustees is as valid as a resolution passed at a meeting. For this purpose the resolution may be contained in more than one document and will be treated as passed on the date of the last signature
- 12.6 Except for the Chair of the meeting, who has a casting vote, every Trustee has one vote on each issue
- 12.7 A procedural defect of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting

13. POWERS OF TRUSTEES

The Trustees have the following powers in the administration of the Charity:

- 13.1 to appoint (and remove) any member (who may be a Trustee) to act as Secretary in accordance with the Companies Act
- 13.2 to appoint a Chair, Treasurer and other honorary officers from among their number
- 13.3 to delegate any of their functions to committees consisting of two or more individuals appointed by them. At least two members of every committee must be Trustees and all proceedings of committees must be reported promptly to the Trustees
- 13.4 to make standing orders consistent with these Articles and the Companies Act to govern proceedings at general meetings
- 13.5 to make rules consistent with these Articles and the Companies Act to govern their proceedings and proceedings of committees
- 13.6 to make regulations consistent with these Articles and the Companies Act to govern the administration of the Charity and the use of its seal (if any)
- 13.7 to establish procedures to assist the resolution of disputes or differences within the Charity

- 13.8 to exercise any powers of the Charity which are not reserved to a general meeting

14. **RECORDS & ACCOUNTS**

- 14.1 The Trustees must comply with the requirements of the Companies Act and of the Charities Act as to keeping financial records, the audit of accounts and the preparation and transmission to the Registrar of Companies and the **Commission** of:
- 14.1.1 annual returns
 - 14.1.2 annual reports
 - 14.1.3 annual statements of account
- 14.2 The Trustees must keep proper records of:
- 14.2.1 all proceedings at general meetings;
 - 14.2.2 all proceedings at meetings of the Trustees;
 - 14.2.3 all reports of committees; and
 - 14.2.4 all professional advice obtained
- 14.3 Accounting records relating to the Charity must be made available for inspection by any Trustee at any time during normal office hours and may be made available for inspection by members who are not Trustees if the Trustees so decide
- 14.4 A copy of the Charity's latest available statement of account must be supplied on request to any Trustee or member. A copy must also be supplied, within two months to any other person who makes a written request and pays the Charity's reasonable costs

15. **NOTICES**

- 15.1 Notices under these Articles may be sent by hand, or by post or by suitable electronic means or (where applicable to members generally) may be published in any suitable journal or newspaper circulating in the area of benefit or any journal distributed by the Charity
- 15.2 The only address at which a member is entitled to receive notices is the address in the UK shown in the register of members
- 15.3 Any notice given in accordance with these Articles is to be treated for all purposes as having been received

15.3.1 24 hours after being sent by electronic means or delivered by hand to the relevant address

15.3.2 two clear days after being sent by first class post to that address

15.3.3 three clear days after being sent by second class or overseas post to that address

15.3.4 on the date of publication of a newspaper or journal containing the notice

15.3.5 on being handed to the member (or, in the case of a member organisation, its authorised representative) personally

or, if earlier:

15.3.6 as soon as the member acknowledges actual receipt

15.4 A technical defect in the giving of notice of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting

16. INTERPRETATION

16.1 In the Articles, unless the context indicates another meaning:

“AGM” means an annual general meeting of the Charity

“area of benefit” means the United Kingdom of Great Britain and Northern Ireland

“the Articles” means the Charity’s articles of association

“authorised representative” means an individual who is authorised by a member organisation to act on its behalf at meetings of the Charity and whose name is given to the Secretary

“Chair” means the chairman of the Trustees

“the Charity” means the company governed by the Articles

“the Charities Act” means the Charities Act 2011

“Charity Trustee” has the meaning prescribed by section 117 of the Charities Act

“clear day” means 24 hours from midnight following the relevant event

“the Commission” means the Charity Commissioners for England and Wales

“the Companies Act” means the Companies Act 2006

“Connected person” means any spouse, partner, parent, child, brother, sister, grandparent or grandchild of a Trustee, any **firm** of which a Trustee is a member

or employee, and any company of which a Trustee is a director, employee or shareholder having a beneficial interest in more than 1% of the share capital

“custodian” means a person or body who undertakes safe custody of assets or of documents or records relating to them

“EGM” means an extraordinary general meeting of the Charity

“financial expert” means an individual, company or firm who is authorised to give investment advice under the Financial Services and Markets Act 2000

“financial year” means the Charity’s financial year

“firm” includes a limited liability partnership

“indemnity insurance” means insurance against personal liability incurred by any Trustee for an act or omission which is or alleged to be a breach of trust or breach of duty, unless the Trustee concerned knew that, or was reckless whether, the act or omission was a breach of trust or breach of duty

“informal membership” refers to a supporter who may be called a ‘member’ but is not a company member of the Charity

“material benefit” means a benefit which may not be financial but has a monetary value

“member” and “membership” refer to company membership of the Charity

“month” means calendar month

“nominee company” means a corporate body registered or having an established place of business in England or Wales

“the Objects” means the Objects of the Charity as defined in clause 3 of the Articles

“Secretary” means the company secretary of the Charity

“taxable trading” means carrying on a trade or business for the principal purpose of raising funds and not for the purpose of actually carrying out the Objects, the profits of which are subject to corporation tax

“Trustee” means a director of the Charity and “Trustees” means the directors

“written” or “in writing” refers to a legible document on paper including a fax message

“year” means a calendar year

16.2 Expressions defined in the Companies Act have the same meaning

- 16.3 References to an Act of Parliament are to the Act as amended or re-enacted from time to time and to any subordinate legislation made under it

Company Registration number 5708345

Charity Registration number 1113952

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Directors' report and financial statements

for the year ended 31 March 2021

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

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Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Company information

Directors	Dr A Hussain - Chairman P Egan S Barbrook T Wallbank J Hard J Lenaghan S Murphy (resigned 17 June) M Phinnemore (resigned 26 January) S Gwyn (appointed 30 March)
Secretary	J Champney-Smith
CEO	Carol Daly
Company number	5708345
Charity number	1113952
Registered office	Brynawel House Llanharry Road Llanharan Pontyclun CF72 9RN
Auditors	RH Jeffs and Rowe 27/28 Gelliwastad Road Pontypridd CF37 2BW
Business address	Brynawel House Llanharry Road Llanharan Pontyclun CF72 9RN
Bankers	Lloyds Bank 18 Wyndham Street Bridgend CF31 1EQ
Solicitors	Geldards Dumfries House Dumfries Place Cardiff CF10 3ZF

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Introduction

The Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out on pages 21 - 23 and comply with the Charity's Memorandum and Articles of Association and Statement of Recommended Practice - Accounting and Reporting by Charities.

The Annual report serves the purposes of a trustee's report and a director's report under company law. The trustees confirm that the annual report and financial statements comply with the current statutory requirements of the charitable companies governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) (effective 1 January 2015) as amended by update bulletin 1 (effective January 2015).

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Trustees

The Trustees who served the charity during the year 2020/2021 were:

Dr. A Hussain (Chairman)
Mr. J Champney-Smith (Secretary)
Miss S Barbrook
Mr. J Lenaghan
Mr. P Egan (Treasurer)
Ms. M Phinnemore (resigned 26 January 2021)
Ms. T Wallbank
Ms. S Murphy (resigned 27 July 2020)
Ms. S Gwyn (appointed 30 March 2021)

All trustee induction and training is conducted in house and provided by other trustees and the management team. The trustees take full advantage of the guidance provided by the Charity Commission.

The Board of Trustees is responsible for the administration of Brynawel. The Board meets formally on a bi-monthly basis, with other committee and informal contacts and meetings as appropriate. The Charity's Chief Executive is responsible for strategic direction and, aided by the Registered Manager, operational management, attends the Board meetings for most agenda items.

The Board has reviewed the committee structure that undertakes work on behalf of the Board and reports back findings and recommendations: The constituent committees of the Board are Policy Review, Human Resources, Finance and Risk, Health and Safety and Governance. The membership and powers of each committee have been set down and approved by the Board.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Chairman's Statement

It gives me great pleasure to report on the charity's work undertaken in this, the 44th year of Brynawel's existence and to highlight the many achievements which have helped individuals to live a life free from dependency.

This year has been particularly challenging in the context of the Covid 19 pandemic. Brynawel has continued to offer rehabilitation services throughout the pandemic and the commitment of the staff, who maintained services throughout, was an inspiration. Brynawel was delighted to welcome a new patron, Huw Irranca Davies, Member of the Senedd.

During the past year we were grateful to receive a grant from the Lloyd's Bank Foundation, which has enabled us to start a resettlement service, for those people leaving Brynawel after completing the rehabilitation programme. This funding enables us to work with people for up to one year after they leave Brynawel. The funding will also enable our therapy team to network with further education providers to offer placements for therapists in training.

Our highly skilled Board of Trustees have also, throughout the year, supported Brynawel with all the due diligence required under charity commission governance and it would be fitting to sincerely thank them. During the year Trustees Sarah Murphy, Melys Phinnemore and Jeff Champney Smith, resigned. We thank them for their contribution.

As always, I acknowledge the remarkable work done by the staff team in Brynawel. They have worked tirelessly during the past year, under unique and difficult circumstances, to ensure we continue to deliver a gold standard rehabilitation service to users of our service and offer hope to those that seek recovery.

Dr Altaf Hussain

Chairman

Date: 5th December 2021

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Purpose of the Charity

The objectives and activities of Brynawel House Alcohol and Drug Rehabilitation Ltd fully reflect the purposes that the charity was set up to further. Throughout the process of determining these activities, the trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by Brynawel House Alcohol and Drug Rehabilitation Ltd in determining the activities undertaken by the charity.

Objectives and Activities

The charities mission is to:

- Offer opportunities to clients to reduce the harmful behaviour associated with problematic use of alcohol and other drugs;
- To support clients who have chosen to achieve recovery over dependence on alcohol or drugs;
- Develop individual resilience through aftercare support
- To encourage engagement in meaningful activity: employment, voluntary work or education as a client focus.

The objects of the Charity are to protect, preserve and improve the health of the public by the care, relief and rehabilitation of persons challenged by alcohol and other drug dependency, the provision of guidance and support for the families, dependents and carers of persons supporting people with alcohol and other drug dependency.

Developments supporting the objectives

Residential rehabilitation

Brynawel House Alcohol and Drug Rehabilitation Centre is a secular twenty bed residential rehabilitation centre whose aim is the treatment and rehabilitation of people with dependencies.

Brynawel House Alcohol & Drug Rehabilitation Centre is one of Wales longest established addictions treatment centres. The service was reconfigured in 2006 to provide a secular approach and Social Learning Model.

Brynawel provides:

- a 16-week therapy programme, informed by Cognitive Behaviour Therapy (CBT) and Dialectical Behaviour Therapy (DBT). The service also offers Eye Movement Desensitization and Reprocessing Therapy (EMDR), a treatment for Post-Traumatic Stress Disorder (PTSD). Essentially Brynawel can treat people with complex needs; co-existing mental health problems and complex trauma. Whilst CBT has an evidence base of some 60 years standing, DBT has emerged in recent years as a gold standard treatment for adults with emotionally unstable personality disorder. Provision of DBT is disparate across health services and individuals themselves have found Brynawel through research and search engines, wishing to access our DBT skills programme.
- specialist rehabilitation for people with Alcohol Related Brain Damage (ARBD)

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Overview

This has been a challenging year for Brynawel due to the global pandemic. Due to the nature of our work, staff were unable to work from home. At periods of low occupancy some staff were furloughed for brief periods. Our average occupancy prior to the pandemic exceeded 80%. However, during 2020/21 we have experienced greater void numbers as there were fewer referrals from Local Authorities as many community services were minimal due to COVID restrictions. We have been grateful for the support from the Welsh Government hardship fund, who provided financial support during periods when our average monthly occupancy fell below 75%.

The main achievements of the year were

- Further development of a Board structure with constituent committees that ensured robust governance and oversight of the charity.
- The development of a clear quality assurance framework for the organisation
- The recruitment of additional Trustees to broaden the experience and skills of the Board.
- The development of a robust strategic plan
- The establishment of an independent Chair to develop a service user reference group
- The wellbeing of all clients was maintained during the pandemic

Future Plans

The charity's focus is to ensure that Brynawel continues to be at the forefront of originations delivering high quality and effective rehabilitation.

The charity aims to further develop the quality and evidence base of the ARBD program.

The business plan for 2021-2026 includes five strategic objectives to support the growth and development plans for Brynawel.

- To continue to develop our core therapeutic program, whilst exploring opportunities for taking treatment on line, including prehab provision
- The development of on-site detoxification facilities
- To increase our capacity for treating clients with Alcohol Related Brain Damage; this includes the development of a wider multi-disciplinary staff team
- To offer structured levels of support for clients following discharge, including outpatient therapy, structure resettlement and routes to accommodation
- To expand the opportunity for clinical placement in Brynawel for Nurses, Allied Health Professionals and psychologists in training.

Performance

Brynawel treated 93 people during the year. As previously highlighted, our occupancy reduced to below 55% at one point, due to the global effect of the Covid pandemic.

The main challenges Brynawel faced were a reduction in referrals. Many clients who required detoxification prior to admission to rehabilitation were unable to obtain this intervention. Many community services reduced their service provision, including home detoxification services and admitting people to residential rehabilitation facilities.

Primary substance

Brynawel House continues to receive most referrals for people who are primary alcohol users, with 55% of referrals for alcohol compared to 45% of referrals for primary drug use, the majority being opiates and/or cocaine.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Gender

54% of people self-identifying as male and 46% self-identifying as female.

The age ranges of admissions are as follows:

4% of clients were aged 18-24, 16% were aged 25-34, 33% were aged 35-44, 31% were aged 45-54 and 16% were aged 55-64.

Referral routes

The highest number of admissions, 73%, came through Local Authority funded pathways, with private, self-funded routes at 27% of admissions. 76% of local authority referrals were from Wales.

Our main activities and who we benefit are described below. All our charitable activities have been focused on the treatment of alcohol and other drug misuse and the prevention of alcohol and other drug misuse and are undertaken to further our charitable purposes for the public benefit.

Organisational Structure

CEO/RM

- Strategy & Planning
- Minimum Standards
- Governance
- Quality Assurance

Head of Therapies

- Supervision of Therapists
- Supervision of Trainees
- Development of Treatment Programme
- Development of Links with Universities
- After Care Treatment
- Training Programme for Staff

Recovery Manager

- Staff Supervision
- Clinical Systems
- HR Function (Capability, RTW etc.)
- Lead Coordination of Training
- Quality Assurance

Facilities & Estates

- Health & Safety
- Catering
- Estates Work and Schedule
- IT
- Staff Roster

Client Flow

- Enquiries
- Assessment
- Demand

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

- Capacity MGT
- Occupancy Reporting
- Ensuring Clients Arrive with Meds etc.

Finance & Business Administrator

- Recruitment
- Contacts
- Payroll
- Invoicing & Receipts
- Finance
- Volunteer Checks
- Providing Secretariat to Board

Financial Review

The total income of Brynawel House during 20/21 was £931,970 (prior year £755,531); total expenditure £830,371 (prior year £771,485), resulting in an overall surplus of £101,599 (prior year deficit £15,954). The surplus consists of an unrestricted surplus of £92,720 and a restricted surplus of £8,879. Please see Note 11 in the accounts for the movements in the restricted funds.

Fee income decreased over the previous year by £55,074 which represents a decrease of approximately 7% and this is understandable considering the issues we faced during the initial stages of the pandemic. However, we were supported by a grant for bed voids from the Welsh Government via RCT, of £80k, for which we are extremely grateful. Towards the end of the financial year, we had almost full occupancy and a waiting list. Total expenditure during this year increased by approximately 8% on the prior year, thus enabling the increased surplus.

Reserves Policy

Brynawel House has established a policy whereby the reserves should be between 3 and 6 months of annual budgeted expenditure. The reserves are required to meet working capital requirements and to cover emergency repairs to any of our five buildings. The Trustees are confident that at this level, it would be able to sustain its current activities and meet its contractual obligations to funders and beneficiaries for the short term in the event of a significant drop in income. In financial terms, the recent year's unrestricted expenditure of £804,250 would indicate a reserve figure of between £201,063 and £402,125. The reserve figure currently held is £512,384 and is therefore well above these parameters and provides Brynawel House with a solid foundation from which to deliver its aims and objectives. The cash flow forecast is monitored bi-monthly against the reserves target.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

Statement of Trustees' Responsibilities

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that so far as they are aware, there is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the charitable company's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Auditors

Our Auditors are RH Jeffs and Rowe of 27/28 Gelliwastad Road, Pontypridd CF37 2BW. They conducted the audit for 2020-2021 through difficult COVID restrictions and we are extremely grateful for their professionalism during their work.

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small entities.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Trustees' Annual Report
for the year ended 31 March 2021

This report was approved by the Trustees on the 7 December 2021 and signed on its behalf by:



Dr Altaf Hussain

Chairman

**Independent auditors' report to Brynawel House Alcohol and Drug Rehabilitation Centre Ltd,
limited by guarantee, under Section 449 of the Companies Act 2006**

Opinion

We have audited the financial statements of Brynawel House Alcohol and Drug Rehabilitation Centre Ltd (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Independent auditors' report to Brynawel House Alcohol and Drug Rehabilitation Centre Ltd,
limited by guarantee, under Section 449 of the Companies Act 2006**

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the charity has not kept adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The extent to which our procedures can detect fraud are vast but not complete as it is not economical or practical to perform a 100% audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Independent auditors' report to Brynawel House Alcohol and Drug Rehabilitation Centre Ltd,
limited by guarantee, under Section 449 of the Companies Act 2006**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Robert Thomas BSc FCA

Senior Statutory Auditor

**for and on behalf of RH Jeffs and Rowe,
Statutory Auditors & Chartered Accountants
27/28 Gelliwastad Road
Pontypridd
CF37 2BW
17 December 2021**

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Statement of Financial Activities
for the year ended 31 March 2021

		£	£	£	£
		Unrestricted	Restricted	2021	2020
Income and Endowments					
Voluntary income:					
Donations and Grants	3	194,696	35,000	229,696	647
Investment income:					
Bank interest		88	-	88	125
Other income:	3	3,033	-	3,033	532
Charitable Activities:					
Fee Income		699,153	-	699,153	754,227
Total Incoming Resources		<u>896,970</u>	<u>35,000</u>	<u>931,970</u>	<u>755,531</u>
Expenditure					
Charitable activities	4	804,250	26,121	830,371	771,485
Total Resources Expended		<u>804,250</u>	<u>26,121</u>	<u>830,371</u>	<u>771,485</u>
Movement in total funds for the year:					
Net Incoming (Outgoing) resources	5	92,720	8,879	101,599	(15,954)
Total Funds brought forward		379,054	1,075,038	1,454,092	1,470,046
Total Funds carried forward		<u>471,774</u>	<u>1,083,917</u>	<u>1,555,691</u>	<u>1,454,092</u>

The statement of financial activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Company Registration number 5708345

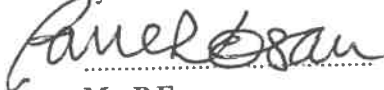
Balance sheet
as at 31 March 2021

		2021	2020
	Notes	£	£
Fixed Assets			
Tangible assets	7	1,071,553	1,095,362
Current Assets			
Stocks		1,128	-
Debtors	8	225,700	162,464
Cash at bank and in hand		676,087	282,547
		<u>902,915</u>	<u>445,011</u>
Creditors: amounts falling due within one year	9	<u>(390,527)</u>	<u>(83,781)</u>
Net Current assets		512,388	361,230
Net Assets		1,583,941	1,456,592
Creditors: amounts falling due after more than one year	9	(28,250)	(2,500)
		<u>1,555,691</u>	<u>1,454,092</u>
The Funds of the Charity			
Unrestricted Funds		421,774	329,054
Restricted Funds	11	1,083,917	1,075,038
Designated Funds	11	50,000	50,000
Total Charity Funds		<u>1,555,691</u>	<u>1,454,092</u>

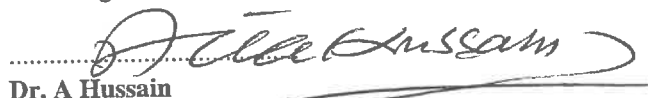
The notes on pages 15 - 23 form part of these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small entities.

The financial statements were approved by the Trustee Board on 7 December 2021 and signed on its behalf by :-



Mr. P Egan



Dr. A Hussain

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Cash flow statement
for the year ended 31 March 2021

Notes	2021 £	2020 £
Reconciliation of operating profit/(loss) to net cash inflow from operating activities		
Operating profit/(loss)	101,599	(15,954)
Depreciation	40,394	43,894
(Increase) in stocks	(1,128)	-
(Increase) in debtors	(63,234)	12,330
Increase in creditors	306,744	(61,701)
Net cash inflow from operating activities	<u>384,375</u>	<u>(21,431)</u>
Cash flow statement		
Net cash inflow from operating activities	384,375	(21,431)
Grant writedown	-	(2,500)
Capital expenditure	(16,585)	(17,304)
	367,790	(41,235)
Financing	25,750	-
Increase in cash in the year	<u>393,540</u>	<u>(41,235)</u>
Reconciliation of net cash flow to movement in net funds		
Increase / (Decrease) in cash in the year	<u>393,540</u>	<u>(41,235)</u>
Change in net funds resulting from cash flows	-	-
Net funds at 1 April 2020	<u>282,547</u>	<u>323,782</u>
Net funds at 31 March 2021	<u>676,087</u>	<u>282,547</u>

Brynewel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

Statutory Information

Brynewel House Alcohol and Drug Rehabilitation Centre Ltd is a charitable company in Wales in the United Kingdom. The registered office is Brynewel House, Llanharry Road, Llanharan, Pontyclun, CF72 9RN. The nature of the charities operations and principal activities is disclosed within the Trustees Report.

The financial statements are presented in Sterling (£), the charities functional currency, and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1. Accounting policies

1.1. Basis of preparation and assessment of going concern.

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees have considered the charity's finances for the coming year and have no concerns or material uncertainties over the going concern status of the charity.

1.2. Taxation

The Charity has no taxable activities.

1.3. Pensions

Employees of the charity are entitled to join a defined contribution "money purchase" scheme. The charity contribution is restricted to the contribution disclosed.

1.4. Deferred income

Grants for which the money has been spent on capital expenditure is deferred to go through the statement of financial activities at the same rate as the asset is expensed.

Client fees received in advance for the following accounting year has been deferred.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

1.5. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Trade debtors and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

Creditors 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

1.6. Incoming resources

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date.

Distribution Income is taken into account on the date paid into the charity's bank account.

1.7. Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Appeal centre and other fund raising expenditure comprises those costs incurred in attracting voluntary income, including the running of the Cardiff Appeals Centre.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

1.8. Fund Accounting

The unrestricted funds of the charity comprise those monies which are available to be used towards the meeting of the charitable objectives of the charity at the discretion of the Management Committee.

The restricted funds are monies raised or received for a specific purpose and accounted for in accordance with the donors imposed conditions.

1.9. Tangible fixed assets and depreciation

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

Freehold Properties	-	2% Straight Line
Fixtures & Fittings	-	25% Straight Line
Motor Vehicles	-	25% Straight Line

2. Company limited by guarantee

Every member of the company undertakes to contribute to the assets of the company, in the event of the company being wound up, such amounts as may be required not exceeding £1.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

3. Incoming Resources	Total year to 31/03/21 £	Total year to 31/03/20 £
Included within Incoming Resources for the year are:		
Grants & Donations:		
Donations	1,309	647
Grants Received (see below for analysis)	228,387	-
	<u>229,696</u>	<u>647</u>
 Tuck Shop	 1,098	 500
Sundry Income	1,935	32
	<u>3,033</u>	<u>532</u>
 Grants Received:		
Big Lottery Fund	10,000	-
Council COVID Grants	23,205	-
HMRC Job Retention Scheme	14,440	-
Lloyds Bank Foundation	25,000	-
Moondance Foundation	11,756	-
Other	5,000	-
RCT Resilience Grants	80,486	-
WCVA	58,500	-
	<u>67,415</u>	<u>-</u>

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

4. Total resources expended	Basis of Allocation	Voluntary Income	Charitable Activities	Governance	Total year to 31/03/21	Total year to 31/03/20
		£	£	£	£	£
Costs directly allocated to activities						
Wages and Salaries	Direct	-	399,386	-	399,386	355,593
Recruitment	Direct	-	710	-	710	1,158
Travel expenses	Direct	-	2,997	-	2,997	10,838
Resident expenses	Direct	-	63,906	-	63,906	82,803
Training	Direct	-	6,188	-	6,188	3,910
Cleaning	Direct	-	5,323	-	5,323	7,394
Subscriptions	Direct	-	3,126	-	3,126	2,591
		-	481,636	-	481,636	464,287
Support costs allocated to activities						
Salary Costs	Staff Time	2,757	107,522	27,570	137,849	125,746
Settlement costs	Direct	-	30,461	-	30,461	-
Audit & Accountancy	Direct	-	-	4,000	4,000	4,060
Legal & Professional	Direct	-	-	8,232	8,232	15,227
Premises	Floor	939	89,227	3,757	93,923	87,685
General Office Costs	Usage	326	30,978	1,304	32,608	29,626
Marketing	Usage	62	798	27	887	848
Bank Charges & Interest	Direct	-	381	-	381	112
Depreciation	Usage	808	38,374	1,212	40,394	43,894
		4,892	297,741	46,102	348,735	307,198
		4,892	779,377	46,102	830,371	771,485

Support costs are allocated on the following basis:

	Voluntary	Charitable	Governance
Premises	1%	95%	4%
General Office Costs	1%	95%	4%
Marketing	7%	90%	3%
Depreciation	2%	95%	3%
Salary Costs	2%	78%	20%

5. Net Incoming (Outgoing)/Resources

	Total year to 31/03/21	Total year to 31/03/20
	£	£
This is stated after charging/(crediting):		
Depreciation	40,394	43,894
Auditors Remuneration	4,000	4,060

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

6. Staff Costs

	Total year to 31/03/21 £	Total year to 31/03/20 £
Staff costs during the year comprised of the following:		
Staff Salaries	498,454	433,588
Settlement Costs	30,461	-
Employers National Insurance	29,611	18,317
Employers Pension Costs	9,170	29,434
	<u>567,696</u>	<u>481,339</u>

The average number of full time and full time equivalent employees during the year amounted to 19 (2020 :17), and can be analysed as follows:

Senior Management	3	2
Administration	1	1
Support Workers	7	8
Kitchen	3	3
Therapy	4	3
Maintenance (included in different category last year)	<u>1</u>	<u>-</u>

No employee was paid £60,000 or more during the year.(2020 :nil)

The trustees received no remuneration or benefits in connection with the performance of their duties

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

7. Tangible fixed assets	Land and buildings freehold £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost or Valuation				
At 1 April 2020	1,150,000	189,012	30,660	1,369,672
Additions	-	16,585	-	16,585
Disposals	-	(4,912)	-	(4,912)
At 31 March 2021	<u>1,150,000</u>	<u>200,685</u>	<u>30,660</u>	<u>1,381,345</u>
Depreciation				
At 1 April 2020	92,000	153,565	28,745	274,310
On disposals	-	(4,912)	-	(4,912)
Charge for the year	23,000	15,479	1,915	40,394
At 31 March 2021	<u>115,000</u>	<u>164,132</u>	<u>30,660</u>	<u>309,792</u>
Net book values				
At 31 March 2021	<u>1,035,000</u>	<u>36,553</u>	<u>-</u>	<u>1,071,553</u>
At 31 March 2020	<u>1,058,000</u>	<u>35,447</u>	<u>1,915</u>	<u>1,095,362</u>

The freehold property known as Brynawel House was revalued on 31st August 2016 by Herbert R. Thomas, Chartered Surveyors, on the basis of open market value, at £650,000 and is included in the accounts at valuation.

The historical cost of this freehold property was £1,108,365 and aggregated depreciation thereon would have been £280,109 had there been no revaluation.

The freehold property known as Pen Y Parc was revalued on 31st August 2017, also by Herbert R. Thomas, Chartered Surveyors, on the basis of open market value at £500,000 and is included in the accounts at valuation.

The historic cost of this freehold property was £755,121 and aggregated depreciation thereon would have been £102,461 had there been no revaluation.

The trustees are not aware of any material changes in the value of the property since the last valuation.

8. Debtors	2021 £	2020 £
Outstanding fees	224,370	160,368
Prepayments	1,330	2,096
	<u>225,700</u>	<u>162,464</u>

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

9. Creditors: amounts falling due within one year	2021	2020
	£	£
Charitable activities	11,380	13,528
Other taxes and social security costs	10,478	9,940
Other creditors	35,512	7,017
Deferred income*	333,157	53,296
	<u>390,527</u>	<u>83,781</u>

*Local authorities may enter into a contract to pay Brynawel House up to the equivalent of 16 weeks treatment in advance. The money may be returned subject to specific conditions. Assuming residents will remain in Brynawel House for the full course of treatment, advanced rental income will be applied as above.

Creditors: amounts falling due after more than one year	2021	2020
	£	£
Lloyds Bank Loan	25,750	-
National Lottery Grant	2,500	2,500
	<u>28,250</u>	<u>2,500</u>

10. Analysis of Net Assets between Funds	Unrestricted	Restricted	Total
	£	£	2021
			£
Tangible Fixed Assets	272,031	799,522	1,071,553
Current Assets	199,743	312,645	512,388
Long Term Liabilities	-	(28,250)	(28,250)
	<u>471,774</u>	<u>1,083,917</u>	<u>1,555,691</u>

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
Company limited by guarantee

Notes to the financial statements
for the year ended 31 March 2021

..... continued

11. Restricted Funds

	At 01/04/20	Incoming Resources	Outgoing Resources	At 31/03/21
	£	£	£	£
NAW property improvements	605,563	-	(7,712)	597,851
RCT/WAG Capital grant (1)	365,942	-	(7,840)	358,102
RCT/WAG Capital grant (2)	96,880	-	(2,160)	94,720
WAG Capital grant (2015)	-	-	-	-
WAG Capital grant (2017)	1,653	-	(1,653)	-
National Lottery Capital grant (2018)	5,000	-	(2,500)	2,500
Big Lottery Grant - Winter activities	-	10,000	(4,256)	5,744
Lloyds Foundation Grant (2021)	-	25,000	-	25,000
Total Restricted funds	1,075,038	35,000	(26,121)	1,083,917
Unrestricted funds	329,054	896,970	(804,250)	421,774
Designated funds*	50,000	-	-	50,000
Total funds	1,454,092	931,970	830,371	1,555,691

* Funds designated to be used for the development of an aftercare service

NAW property improvements - A capital grant of £842,744 was received from the National Assembly of Wales for the purpose of refurbishing Brynawel House in 2007. Further capital grants of £80,618 were received up to 2010 to construct a family therapy centre and tarmac the car park.

RCT/WAG Capital grant (1) - A capital grant of £600,000 was received from Welsh Assembly/Rhondda Cynon Taff County Council for the purpose of purchasing and improving a property known as Pen Y Parc farm in 2010.

RCT/WAG Capital grant (2) - A capital grant of £158,000 was received from WAG in March 2011 for further improvements at Pen Y Parc farm completed in March 2011.

Brynawel House Alcohol and Drug Rehabilitation Centre Ltd
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Statement of Financial Activities
for the year ended 31 March 2021

	2020		2019	
	£	£	£	£
Incoming Resources				
Fee Income		699,153		754,227
		<u>699,153</u>		<u>754,227</u>
Cost of Care				
Wages and Salaries (including settlement costs)	567,696		481,339	
Resident expenses	63,906		82,803	
Cleaning	5,323		7,394	
		<u>636,925</u>		<u>571,536</u>
		62,228		
Gross profit	18%	<u>62,228</u>	24%	<u>182,691</u>
Operating expenses				
Recruitment	710		1,158	
Travel expenses	2,997		10,838	
Audit & Accountancy	4,000		4,060	
Legal & Professional	8,232		15,227	
Training	6,188		3,910	
Subscriptions	3,126		2,591	
Bank charges	381		112	
Premises	93,923		87,685	
General Office Costs	32,608		29,626	
Marketing	887		848	
Depreciation	40,394		43,894	
		<u>193,446</u>		<u>199,949</u>
		(131,218)		(17,258)
Other operating income				
Grants Received	228,387		-	
Donations	1,309		647	
Tuck Shop	1,098		500	
Bank Interest Received	88		125	
Sundry Income	1,935		32	
		<u>232,817</u>		<u>1,304</u>
Operating profit/(loss)	16%	<u>101,599</u>	1%	<u>(15,954)</u>

Brynawel House Alcohol & Drug Rehabilitation Centre Ltd

Your Account

Sort Code 30-91-18
Account Number 04002161

BUSINESS ACCOUNT

01 September 2022 to 02 September 2022

Money In	£0.00	Balance on 01 September 2022	£8,245.97
Money Out	£1,931.94	Balance on 02 September 2022	£6,336.26

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Sep 22	DWR CYMRU WELSH WA 854502680022	DD		22.23	8,245.97
01 Sep 22	BRITISH GAS TRADIN BGL0081317-0074792	DD		137.90	8,108.07
01 Sep 22	BRITISH GAS TRADIN BGL0081319-0074791	DD		219.61	7,888.46
02 Sep 22	NEST IT000000906334	DD		1,552.20	6,336.26

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			