



## **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 8<sup>th</sup> April 2025

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

**Present:**

**Councillors** Janine Turner (Chair), Neil Feist, Chris Parker, Rhys Jenkins.

**Clerk to the Council:** Leigh Smith

**Deputy Clerk/RFO :** Lisa Phillips

**Apologies:** Cllrs, Claire Morgan, Mark Steer

**Absent:** Cllr David Evans

**CIL2025/022 Welcome and Apologies.**

The Chair welcomed all attendees.

**CIL2025/023 Disclosures of Interests**

None.

**CIL2025/024 Minutes of CIL meeting 4th February 2025**

**RESOLVED**

To approve as a true and accurate record the minutes of the CIL committee meeting held on 4th February 2025



**CIL2025/025 Public speaking**

None.

**CIL2025/026 Correspondence**

Noted

**CIL2025/027 CIL123 list, Active Project list, Potential Project list and financial outlook summary.**

Noted.

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

***RECOMMENDED***

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

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

***RECOMMENDED***

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

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

***RECOMMENDED***

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



**CIL2025/031 Update on status of RCT approval for CIL projects.**

Noted.

**CIL2025/032 Verbal update on Oakbrook skatepark refurb Working Group.**

Noted. No proposals received.

**CIL2025/033 Verbal update on the Pump track Working Group.**

Noted. No proposals received.

**CIL2025/034 Urgent information or to suggest items to the Clerk for a future agenda.**

The Clerk reported that the Section 185 Sewer diversion licence had been granted, but the contractor had indicated that they would need to submit updated costs given the rise in material and other costs since the tender was issued.

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

**Date of next meeting: TBD**

Councillor Janine Turner  
Chair of the CIL Committee



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Community Infrastructure Levy (C.I.L) Committee held by remote attendance at 7.00 pm on Tuesday 4th February 2025.

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

Present: Cllrs Janine Turner (Chair), Neil Feist, Chris Parker, Rhys Jenkins, Claire Morgan.

Clerk to the Council: Leigh Smith

RFO/Deputy Clerk: Lisa Phillips

Apologies: Cllrs David Evans, Helen Donnan, Mark Steer.

### **CIL2025/001 Welcome and Apologies**

The Chair welcomed all attendees.

**a) RESOLVED**

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

**b) RESOLVED**

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

**c) RESOLVED**

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



**CIL2025/002 Disclosures of Interests**

None.

**CIL2025/003 Minutes of CIL Meeting 3rd December 2024**

***RESOLVED***

To approve as a true and accurate record the minutes of the CIL committee meeting held on 3rd December 2024.

**CIL2025/004 Public Speaking**

None.

**CIL2025/005 Correspondence**

None.

**CIL2025/006 CIL123 List, Active Project List, Potential Project List, Financial Summary, and Action Plan**

Noted.

**CIL2025/007 CIL Application from Brynna Community Centre**

***RECOMMENDED*** To approve the CIL application from Brynna Community Centre for a CIL grant of £20,000 towards the refurbishment of the 3G pitch. No payment to be made until evidence of funding (or formal letters of support stipulating clearly that funds have explicitly been made available for the purpose) to complete the entire project from all sources have been received.

**CIL2025/008 CIL Application from LCDP**

No complete application received.

**CIL2025/090 Adding Welfare Ground Rugby Posts to CIL123 and Active Project Lists**

***RECOMMENDED***

To add the project 'Welfare ground Rugby posts and installation' to the CIL123 and Active Project lists, allocating £5,680 of CIL funds.



### **CIL2025/010 Adding Bus Shelter at High Corner to CIL123 and Active Project Lists**

**RECOMMENDED** To add the project 'Bus shelter at the High Corner' to the CIL123 and Active Project lists, allocating up to £5,000 of CIL funds. The ORA Committee to examine the details and make recommendations to full council

### **CIL2025/011 Adding Cattle Grid and Gate at Danygraig Road to CIL123 and Active Project Lists**

The motion was not seconded and so fell.

### **CIL2025/012 Adding Accessible Gates and Bench at Meadow Rise Play Area to CIL123 and Active Project Lists**

#### **RECOMMENDED**

To add the project 'Accessible gates at Meadow Rise play area and Meadow Rise Bench' to the CIL123 and Active Project lists, allocating up to £1,500 of CIL funds and authorising the officers to allocate up to that amount.

### **CIL2025/013 Adding the project 'Improvements to the Welfare ground shower block' to the Active Project list at £50,000**

#### **RECOMMENDED**

To add the project 'Improvements to the Welfare ground shower block' to the Active Project list at £50,000, the item already being listed on the CIL123 list.



**CIL2025/014 Amending the project 'LCC23/LAMPS1 Timers for festive lampposts to show a cost of £750 and amending the CIL123 and Active Project lists accordingly, authorising the officers to spend up to that amount.**

***RECOMMENDED***

To amend the project 'LCC23/LAMPS1 Timers for festive lampposts' to show a cost of £750 and amending the CIL123 and Active Project lists accordingly, authorising the officers to spend up to that amount.

**CIL2025/015 Adding Large Planters for 2025 Summer Display to CIL123 and Active Project Lists**

***RECOMMENDED***

To add the project '4 Large planters for 2025 summer display expansion' to the CIL123 and Active Project lists, allocating up to £2,750 of CIL funds and authorising the officers to spend up to that amount as further directed by Council.

**CIL2025/016 Additional Costs for Footpath Reopening Project**

***RECOMMENDED***

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

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

***RECOMMENDED***

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



### **CIL2025/018 Referral of Bryncae Community Centre Improvement Project**

#### ***RECOMMENDED***

To delegate the spend of CIL funds allocated to the project 'LCC23/02 Improvements to Bryncae Community Centre' to the Bryncae Community Centre Committee, for that Committee to make recommendations to Full Council to spend the funds allocated to the project.

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

#### ***RECOMMENDED***

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

### **CIL2025/020 Verbal Update on Pump Track Working Group**

None.

### **CIL2025/021 Urgent Information or Suggestions for Future Agenda Items**

None.

There being no further business, the meeting closed at 8.30 pm.

Date of next meeting: 8<sup>th</sup> April 2025

Councillor Janine Turner  
Chair of the CIL Committee



**From:** [The Clerk / Project Officer](#)  
**To:** [Katie Evans](#)  
**Cc:** [Office](#); [Rhys Jenkins](#)  
**Bcc:** [Janine Turner](#)  
**Subject:** RE: CIL Application  
**Date:** 25 March 2025 12:47:00  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)  
[image008.png](#)

---

Hi Katie,

Just a reminder that the further information required for your CIL application should be received by 5pm on Friday.

This information is required for the application to be considered.

Any issues, please let me know.

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

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

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

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

**Tel: 01443 231430 / 07769 266675**

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

llanharan-cc.gov.uk

This transmission is intended for the named addressee(s) only and may contain personal, sensitive or confidential material and should be handled accordingly. Unless you are the named addressee (or authorised to receive it for the addressee) you may not copy or use it or disclose it to anyone else. If you have received this transmission in error please notify the sender immediately. All traffic may be subject to recording and/or monitoring in accordance with relevant legislation.

llanharan-cc.gov.uk

---

**From:** The Clerk / Project Officer  
**Sent:** 10 March 2025 10:52  
**To:** Katie Evans <katie@lcdp.org.uk>  
**Cc:** Office <Office@llanharan-cc.gov.wales>  
**Subject:** RE: CIL Application

Hi Katie,

Given the likely size and complexity of the application can I ask that any further information

to support your application be received by 5pm on Friday 28<sup>th</sup> March please?

This will give me time to collate the information and send it out to members to consider in good time before the next CIL meeting on 8<sup>th</sup> April.

If you are able to send it before then , I can have a look through and come back to you with any further information that might be required.

Any questions, please don't hesitate to give me a call.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

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

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

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

**Tel: 01443 231430 / 07769 266675**

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

llanharan-cc.gov.uk

This transmission is intended for the named addressee(s) only and may contain personal, sensitive or confidential material and should be handled accordingly. Unless you are the named addressee (or authorised to receive it for the addressee) you may not copy or use it or disclose it to anyone else. If you have received this transmission in error please notify the sender immediately. All traffic may be subject to recording and/or monitoring in accordance with relevant legislation.

llanharan-cc.gov.uk

---

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

**Sent:** 30 January 2025 20:16

**To:** Katie Evans <[katie@lcdp.org.uk](mailto:katie@lcdp.org.uk)>

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

**Subject:** Re: CIL Application

Hi Katie,

Yes good thanks, hope you are well.

I'm away from the office now until Monday, shall I give you a ring on my return?

In general the application should be supported by your last set of full accounts ratified by an independent and qualified person, usually a P&L (Income and

expenditure) and Balance sheet. I understand for this application you have been asked to provide a full business plan also?

It will be too late now to submit the application to be considered on Tuesday, the next scheduled meeting is planned for 8<sup>th</sup> April 2025, however I would urge you to submit the application as soon as possible in any case so I can come back to you early in case of any issues.

I hope that helps, let me know if you want me to ring on Monday?

Best regards

Leigh

Sent from [Outlook for iOS](#)

---

**From:** Katie Evans <[katie@lcdp.org.uk](mailto:katie@lcdp.org.uk)>

**Sent:** Thursday, January 30, 2025 6:00:55 PM

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

**Subject:** CIL Application

Hi Leigh,

Hope all is well.

For the supporting finance/balance sheet document required to support our CIL application please can you clarify the detail required to ensure the correct document is sent.

Many thanks

Katie

Sent from [Outlook for Android](#)

**Katie Evans**

**Operations & Finance Manager**

**Tel:** [01443 229723](tel:01443229723)

**Mobile:** [07720 662516](tel:07720662516)

**Email:** [katie@lcdp.org.uk](mailto:katie@lcdp.org.uk)



Web: [www.lcdp.org.uk](http://www.lcdp.org.uk)



---

How did we do today?



This communication together with any attachments is intended only for the use for the addressee and may contain confidential information. If the reader is not the intended recipient please delete the email and contact our support team on 01443 229723 or [Enquiries@lcdp.org.uk](mailto:Enquiries@lcdp.org.uk)



**From:** [The Clerk / Project Officer](#)  
**To:** [Lott, Leanne](#)  
**Bcc:** [Office](#)  
**Subject:** RE: Llanharan Community Council CIL projects approval Jan 25  
**Date:** 25 March 2025 10:20:00  
**Attachments:** [image004.png](#)  
[image005.png](#)  
[image006.png](#)

---

Hi Leanne,

Have you had a chance to look at the responses below please?

Thanks

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)  
**Tel: 01443 231430 / 07769 266675**

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

This transmission is intended for the named addressee(s) only and may contain personal, sensitive or confidential material and should be handled accordingly. Unless you are the named addressee (or authorised to receive it for the addressee) you may not copy or use it or disclose it to anyone else. If you have received this transmission in error please notify the sender immediately. All traffic may be subject to recording and/or monitoring in accordance with relevant legislation.  
[llanharan-cc.gov.uk](http://llanharan-cc.gov.uk)

---

**From:** The Clerk / Project Officer  
**Sent:** 19 March 2025 16:17  
**To:** Lott, Leanne <[Leanne.M.Lott@rctcbc.gov.uk](mailto:Leanne.M.Lott@rctcbc.gov.uk)>  
**Subject:** RE: Llanharan Community Council CIL projects approval Jan 25

Thanks Leanne,

Responses in Green below.

Regards

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)  
**Tel: 01443 231430 / 07769 266675**

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

This transmission is intended for the named addressee(s) only and may contain personal, sensitive or confidential material and should be handled accordingly. Unless you are the named addressee (or authorised to receive it for the addressee) you may not copy or use it or disclose it to anyone else. If you have received this transmission in error please notify the sender immediately. All traffic may be subject to recording and/or monitoring in accordance with relevant legislation.  
[llanharan-cc.gov.uk](http://llanharan-cc.gov.uk)

---

**From:** Lott, Leanne <[Leanne.M.Lott@rctcbc.gov.uk](mailto:Leanne.M.Lott@rctcbc.gov.uk)>  
**Sent:** 17 March 2025 14:41  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Subject:** RE: Llanharan Community Council CIL projects approval Jan 25

Hi Leigh

Please see below.

Many thanks  
Leanne

**Leanne Lott**

Swyddog Arddoll Seilwaith Cymunedol | Community Infrastructure Levy Officer  
Ffyniant a Datblygiad | Prosperity and Development

Rhagenwau: Hi  
Pronouns: She/Her

Ffôn/Telephone: 01443 281114  
Gwefan/Website: [www.rctcbc.gov.uk](http://www.rctcbc.gov.uk)

*Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhowch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.  
Os byddwch yn mynychu cyfarfod, rhowch wybod i'r trefnydd os yr hoffech gyfrannu i'r cyfarfod yn Gymraeg ac/neu os yr hoffech dderbyn gwasanaeth derbynfia Cymraeg yn ystod eich ymweliad.*

*We welcome correspondence in Welsh and corresponding in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.  
If you are attending a meeting, please let the organiser know if you would like to contribute to the meeting in Welsh and/or if you'd like to receive a Welsh language reception service during your visit.*



**d) RESOLVED**

CIL2024/036 Allocation of £10,000 of CIL funds for allotment expansion projects to deliver 15 new allotment plots. And to add to the CIL123 and Active Project lists .

To allocate £10,000 of CIL funds for allotment expansion projects to deliver 15 new allotment plots at Pendre and Jubilee Street allotment sites. And to add to the CIL123 and Active Project lists. Specific details of the projects for Pendre Allotment site and Jubilee street allotment sites to be examined by the ORA Committee and recommendations regarding the scheme, including recommendations regarding the spending of any budget allocated to the project to be made by that Committee to full Council

**This is costs to expand the number of available allotment plots. The expansion being deemed desirable in part to accommodate the extra inhabitants from the new housing developments. This appears to fall within the CIL regs.**

Yes, in my opinion, the delivery of 15 additional allotments plots would be classed as acceptable spend of CIL receipts.

**a) RESOLVED**

CIL2024/047

To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists"

**This is costs towards the Memorial Garden / building a garage project that has already been approved and so I assume is acceptable being an ancillary cost to that existing project?**

Is this a financial guarantee provided to ensure the developer complete the work it was hired to do? Also, could you confirm if this is the small block building for the Royal British Legion to store their wreaths, cenotaph flats etc that was approved in May 2021?

Hi, that's right. Its external cover of the works provided by a third party, a standard condition imposed by DCWW S185 agreement. Not the block building for RBL, this is for the development at the memorial garden at grove terrace – To build a storage garage on the site and to 'prettify' the existing memorial garden site.(Which is in disrepair).

**"b) RESOLVED**

CIL2024/048

To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists"

**This costs is for work on a community building - I assume this is fine as a number of similar costs have already been approved?**

Please could you confirm the location of the Welfare Ground Shower Block? Is this Brynna Community Centre and Recreation Ground or somewhere else?

Hi, no this is the shower block (owned by the council and used by local groups) which is next to Llanharan Miners Welfare Ground hall and fields, CF72 9RA. Also known as LRGT (Behind Barrmore's vets on Bridgend Road). [Llanharan Welfare Hall and Field](#)



"c) RESOLVED

CIL2024/049

To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists."

This costs is for work to assess the safety and the scope of work for refurb of a community building - I assume this is fine as a number of similar costs have already been approved?

As above.

"d) RESOLVED

CIL2024/050

To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists"

This costs is for work on a community building - I assume this is fine as a number of similar costs have already been approved?

As above.

"e) RESOLVED

CIL2024/051

To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists"

This costs is for work on a community building - I assume this is fine as a number of similar costs have already been approved?



As above.

"f) RESOLVED

CIL2024/052

To allocate £600 of CIL funds for costs to replace the distribution board at the cemetery shed and carry out a electrical safety inspection subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists "

This costs is for work on a community building (RCT Owned) - I assume this is fine as a number of similar costs have already been approved?

Please could you provide a location/map and I will find out what departments owns this shed?



Just off Brynna Rd in Llanharan.

This is operated by:

*Adam Kettley*

**Rheolwr Gweithrediadau Gwasanaethau Profedigaethau / Bereavement Services Operations Manager**  
**Cyngor Bwrdeistref Sirol / Rhondda Cynon Taf County Borough Council**

**Rhagenwau : Fe**  
**Pronouns : He/Him**

	Ffôn/Tel	:	01443 402810
	Ffôn symudol/Mobile	:	07767 898782
	Ebost/Email	:	<a href="mailto:Adam.kettley2@rctcbc.gov.uk">Adam.kettley2@rctcbc.gov.uk</a>
	Gwefan/Website	:	<a href="http://www.rctcbc.gov.uk">www.rctcbc.gov.uk</a>
	Cyfeiriad/Address	:	Amlogfa Glyn-taf / Glyntaff Crematorium Cemetery Road Glyntaff Pontypridd CF37 4BE

"g) RESOLVED

CIL2024/053

To allocate £480 of CIL funds for costs to replace the electrical board and Christmas tree wall fittings at the War Memorial, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists"

This costs is for work on a community asset - I assume this is fine as a number of similar costs have already been approved inliding replacing lighting on the memorial?

Yes, in my opinion, the maintenance, repair and protection of War Memorials would be classed as acceptable spend of CIL receipts. For my peace of mind, please could you provide with the location.



Just off Hillside Avenue in Llanharan. Near the high corner pub.

h)

Provide new rugby posts (and the associated civils work) to the local welfare ground  
As above, please could you provide an address for the local welfare ground?

See above.

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhwch wybod inni beth yw'ch dewis iaith e.e. Cymraeg neu'n ddwyieithog

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

We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual

This transmission is intended for the named addressee(s) only and may contain personal, sensitive or confidential material and should be handled accordingly. Unless you are the named addressee (or authorised to receive it for the addressee) you may not copy or use it, or disclose it to anyone else. If you have received this transmission in error please notify the sender immediately. All traffic may be subject to recording and/or monitoring in accordance with relevant legislation For the full disclaimer please access <http://www.rctcbc.gov.uk/disclaimer>





## CIL 123 list updated 1.04.25

Project	Project description	Est cost
Welfare ground - floodlights on rugby and football pitches	Erection of new lights and power supply. Plus upgrade of power supply to 3phase and trenching.	£103,435
Llanharan Primary School – Outdoor classroom	Llanharan Primary School – Outdoor classroom	£78,032
Dolau Primary School - Climbing/play area for Key stage 2 pupils. Could also be made available to the community (eg After school club)	As per application.	£74,000
Refurbishments to Llanharan OAP hall		£71,451
Brynnau Primary school. Outdoor classroom/play area.	Minute 2021/148	£60,000
Lamp posts upgrades - Brynna and Bridgend road.	0	£33,194
Brynnau Community Centre, works to improve the drainage of the 'top field' at 'Brynnau fields'	Works to improve pitch drainage	£26,042
Decorative sculptures and art works for Brynnau Woods.	See artist quotation.	£18,000
Brynnau Community Trust Infrastructure Grant	Covid	£15,000
Llanharan Recreational Ground Trust Infrastructure Grant	Covid	£12,432
Improvements to the southern access to RAN17.5 at enterprise Way.	Path along ridge and steps up grass bank	£8,500
Civils work for festive display expansion 2024	Groundworks and column conversion	£8,490
Lighting improvements to lane from Bridgend Road to Parc Bryn Derwyn (Jeffs lane)	Installation of streetlights.	£8,428
Reopening of Footpath RAN17/5 adjacent to the Bryncae Arms	Minute 2021/107	£8,500
Further defibs and cabinets at 5 locations plus 2 extra cabinets.	ors	£7,585
Improvement of Tan Y Bryn – Church Street Bridleway PSM31/1	Improve bridleway	£7,200
Brynnau Community Centre Boiler replacement	Replacement boiler for Brynnau Community Centre.	£6,720
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.	£6,150
Welfare ground Rugby posts and installation	Minute ref 2025/037b)	£5,680
Refurbishment of red telephone box in the square	To professionally refurbish the telephone box.	£5,018
Pavement at Wood-view	Pavement.	£4,500
Planters	Additional planters for the community. LS note: Add locations.	£4,420
Parc Bryn Derwyn path	Asphalt	£4,000
Dolau school outdoor resources. Part 2 of application.	Outdoor resources to improve sports facilities and well-being areas.	£3,935
Improvements/Repair to footpath RAN6/1 North of Talyfan Road.	Joint project with RCTCBC	£3,150
Brynnau Community Centre grant RE waste pump.	Grant to replace and upgrade the waste pump system.	£3,105
Rear exit (emergency exit) door and front door on the shower block at the Welfare ground	0	£2,936
Improvements to the surface of the path adjacent to the newly constructed steps on Enterprise way	Asphalting	£2,850
New noticeboard for both Ynysmaerdy and Llanharan Road	Quotes recieved Feb 23 Order placed June 23	£2,782
Maintenance of Oakbrook skatepark and Mountain Hare	Minute ref 2023/226 (CIL2023079) maintenance to the Oakbrook skatepark and Mountain Hare playpark	£2,720
To Carry out works to provide power to the new Christmas tree site at Ynysmaerdy.	Minute 2021/148	£2,675
Further 5 benches - Jan21	475 each.	£2,550
4 Large planters for 2025 summer display expansion	Minute ref 2025/037 g) and 2025/041	£2,424
Purchase and fitting of 3 x benches in the community. From Ground Control to Llanharan Road.	Minute ref 2024/067.	£2,370
To carry out works to provide power to the new wall mounted Christmas tree brackets at the new locations.	Minute 2021/148	£2,175
Planters	Large oct - 408ea small 176ea	£1,983
Further 5 benches - 2021	0	£1,530
Accessible gates at Meadow Rise play area and Meadow Rise Bench	Minute ref 2025/037d)	Council managed
Improvements to equestrian access on Bridleway PSM40/4. Bethlehem Way to Brynnau Woods.	Slip resistant surfacing. Work to be carried out under the Highway's Act.	£1,400
Bike/Scooter rack/storage for Brynnau pupils	Bike/Scooter rack/storage for Brynnau pupils	£1,345
'The Wimbles' overhead trellis	Minute ref 2022/244 Trellis	£1,499
2023/206 Extra ZOLL defibrillator to replace Llan RFC defib	2023/206 CIL funds to purchase a ZOLL defibrillator to replace that currently used at the Llanharan Rugby Club defib station.	£996
Emergency lighting in Welfare ground Shower block	Minute ref 2024/067	£950
Park Benches	Additional park benches for the community. LS note: Add locations.	£950
Replacement wheelchair-friendly picnic Bench, Oakbrook park.	Bench	£915
Land preparation for bench at bottom of Oakbrook	Bench and wall	£900
Fitting of benches at WG, L'Oreal and Screwfix layby	KS	£900
Defibrillator for Trens Gardens	Minute ref 2024/067.	£900
Path next to Brynnau School to Brynnau woods	Asphalt	£850
Resurfacing of land adjacent to BT telephone box, William Street	Resurface.	£830
CIL funding for replacement of lights on War Memorial	Minute2021/170	£720
Defibrillator and cabinet for Llanharan OAP Hall		£645
Replacement distribution board, Llanharan Cemetery	Minute ref 2024/300	£600
Work to ensure legionella compliance at the Welfare ground shower block	(Risk assessment and written scheme).	£490
Christmas tree wall fittings at the War Memorial	Minure ref 2024/300	£480
Fitting of Xmas tree socket near St Peters Church, Brynnau.	Minute 2021/169	£400
Replace damaged bench on Terry's Way	Contractor now engaged at a cost of £385	£385

Electrical safety inspection and and replace E.Lights at Welfare ground shower block	Minute ref 2024/300	£380
Commercial gas safetyinspection and boiler services Welfare shower block	Minure ref 2024/300	£257
Ground conditions on Bridleway PSM40/4 to Brynna Woods	Work to Improve Bunding to prevent flooding	£188
Bus shelter rooftop garden at Hillcrest	Decorative	£139
Bike/scooter rack/storage area for Llanharan PS pupils	Bike/scooter rack/storage area for Llanharan PS pupils	£75
Bridge over the River Ewenny	To provide an all-user bridge over the river Ewenny	£275,000
Garage for asset Memorial Garden refurb & storage	Build a storage garage on the memorial garden site and refurb garden.	£140,694.30
Improvements to Bryncae Community Centre	Including improvements as identified in condition report.	£97,206
Improvements to the welfare ground shower block	Condition of transfer	£50,000
Llanharan branch of the Royal British legion.Storage cabin	Providing a storage building on LRFC ground. A spend of £19,500 was approved.	£20,700
Refurbishment of Brynna Community Centre 3G pitch	Conditional on pledges of full funding	£20,000
Provision of dropped kerbs, Hillcrest-Grove Terrace	Joint project with RCTCBC	£12,012
Allotment expansion project	Pendre and Jubilee Street expansion	£10,000
Bus shelter at the High Corner	RCTCBC to be engaged	£5,000
Community garden at Ynysmaerdy	Minute ref 2023/060 CIL2023/010. Precise arrangements to be agreed with Ynysmaerdy Hall.	£2,750
Building condition survey at the welfare shower block	Minute ref 2024/300	£2,000
Timers for festive lampposts	Minute ref 2023/060 CIL2023/012	£750
10% Contingency on incomplete Council Managed projects		£58,340
Provision for a 4G sport pitch		£400,000
Proposed active travel route from Terrys Way to Jubilee Street		£250,000
Extending the LCDP drop in center.		£100,000
MUGA on LRGT land adjacent to Bryncae Community Centre		£60,000
Provision of Youth shelters		£50,000
Purchase of the Harold Street open space land		£40,000
'Rain capture and Irrigation system for Brynna allotments'		£10,000
Gateway to the village(signage)		£6,000
Land from GroveTerrace to Chapel Rd(Improvements)		£6,000
Upgrade of Council notice boards		£5,000
Dugouts at welfare ground football pitch.	Minute 2021/148.On receipt of updated quotes and Appropriate financial information. Awaiting Planning / LDC.	£4,500
Total completed projects		£631,156.31
Total projects underway or actively under investigation (Active Projects)		£694,451.91
Total aspirational projects		£931,500
Total allocated CIL 123 list(all)		£2,257,108



## Llanharan Community Council - CIL Active Project List Updated 1.04.25

Project No	Date added	Project	Project description	Status	Monies spent	Further monies Est	Forecast total spend	Council managed/Grant only
LCC23/01	18/02/2023	Bridge over the River Ewenny	To provide an all-user bridge over the river Ewenny	Project approved and in progress	£4,020.00	£270,980.00	£275,000.00	Council managed
LCC19/07	Prior 1/10/20	Garage for asset Memorial Garden refurb & storage	Build a storage garage on the memorial garden site and refurb garden.	Project approved and in progress	£17,741.55	£122,952.75	£140,694.30	Council managed
LCC23/02	18/02/2023	Improvements to Bryncae Community Centre	Including improvements as identified in condition report.	Project and spend approved for action.	£2,794.38	£94,411.24	£97,205.62	Council managed
LCC25/01	22/02/2025	Improvements to the welfare ground shower block	Condition of transfer	Project approved and in progress	£0.00	£50,000.00	£50,000.00	Council managed
LCC25/02	22/02/2025	Refurbishment of Brynna Community Centre 3G pitch	Conditional on pledges of full funding	Project and spend approved for action.	£0.00	£20,000.00	£20,000.00	Grant only
LCC21/14	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.	Project approved and in progress	£14,850.00	£5,850.00	£20,700.00	Grant only
LCC21/15	06/11/2020	Provision of dropped kerbs, Hillcrest-Grove Terrace	Joint project with RCTCBC	Project approved and in progress	£0.00	£12,012.00	£12,012.00	Grant only
LCC24/07	21/10/2024	Allotment expansion project	Pendre and Jubilee Street expansion	Investigation in progress	£0.00	£10,000.00	£10,000.00	Council managed
LCC25/04	22/02/2025	Bus shelter at the High Corner	RCTCBC to be engaged	Project approved and in progress	£0.00	£5,000.00	£5,000.00	Council managed
LCC23/Ynys1	17/3/2023	Community garden at Ynysmaerdy	Minute ref 2023/060 CIL2023/010. Precise arrangements to be agreed with Ynysmaerdy Hall.	Project and spend approved for action.	£0.00	£2,750.00	£2,750.00	Council managed
LCC24/09	21/12/2024	Building condition survey at the welfare shower block	Minute ref 2024/300	Investigation in progress	£0.00	£2,000.00	£2,000.00	Council managed
LCC23/Lamps1	17/3/2023	Timers for festive lampposts	Minute ref 2023/060 CIL2023/012	Project and spend approved for action.	£0.00	£750.00	£750.00	Council managed
CONTINGENCY	Updated 15.5.24	10% Contingency on incomplete Council Managed projects	10% contingency to be maintained in relation to available funds.			£55,884.40	£58,339.99	Contingency
				On Active Projects:	Actual spend	Further est spend	Forecast total spend	
		Totals			£39,405.93	£652,590.39	£694,451.91	

Further confirmed CIL receipts to be received	Est further future CIL receipts (unconfirmed) Ph 5-9 Llanilid
£307,721	£1,172,525

Current available and uncommitted EMR balance <b>after</b> current Active list <b>further est</b> spend 29.1.25	Current CIL Reserves balance (EMR) 29.1.2025	at	Forecast balance following further confirmed CIL receipts to be received from current active housing developments (Llanilid Ph 2, ph 3&4)	Forecast balance following confirmed receipts (Cell E74) plus Est unconfirmed receipts from Ph 5-9 Llanilid (Cell I70)
	£898,148		£1,205,870	£2,378,394
	£245,558.01		£553,279.15	£1,725,803.80

Projected income		Projected future available uncommitted EMR balance (cashflow) as of 4.4.24 RE Confirmed CIL receipts
Amount	Receipt date	
£153,860.57	31/01/2025	£399,418.58
£153,860.57	15/02/2026	£553,279.15

		Projected future available uncommitted balance (cashflow) as of 4.4.24 RE including confirmed and unconfirmed CIL receipts in Ph 5-8
£1,172,525	TBD	£1,725,803.80



# Llanharan Community Council - CIL potential Projects list 1.04.25

Note: Some of the projects on the list may have already been actioned or set aside but the list not yet updated. This is because nothing is removed from the list without a resolution of Council.

No	Date added to list	Project	Project description	Est cost
11/20/02	06/11/2020	Improving the entrance to Bryngwiniog play area (Mountain hare)	Asphalting / signage?	£2,000
11/20/03	06/11/2020	Walking commuter route. Railway station to authors place.	Walking options for people in the newer houses to reach not only the train station but also the general amenities in the Village. The route, starting from the 'black path' at the bottom of Jubilee Street, could link onto the path that runs from Authors Place to the Bryncae Community Centre. From there the unofficial path along the railway line could be resurfaced to link into the current footpath from Brynna Woods RAN/20/1. Some initial work has been done by Community Councillor Jeff Williams and there is an appetite from Welsh Government to create more 'active travel routes'.	£250,000
11/20/31	06/11/2020	Improvements to Llanharan service station - Loreal roundabout path/cycleway		£500,000
11/20/06	06/11/2020	Create a series of well waymarked and published local walking/horse riding routes. With information boards and a bespoke waymark.	There are amazing public rights of way in the area and this would be a good way of helping people get outdoors and get active. Create the routes with a bespoke waymark, good quality gates/stiles, published availability, and some information boards to give the user a more thorough experience. The routes could range in distance and hopefully give that helping hand that some people need to get out walking/riding.	£2,000
11/20/07	06/11/2020	Traffic calming measures on Enterprise Way		
11/20/14	06/11/2020	A pedestrian crossing on Bridgend road		
11/20/15	06/11/2020	Access to the opencast lakes when houses are built		
11/20/19	06/11/2020	Purchase the land behind Haran roofing		
11/20/26	06/11/2020	Brynna 3G. Replacing floodlights with LED		£5,000
11/20/28	16/10/2020	New build - development childcare provision (EG LCDP)	Development of building or new build for community provision such as extra childcare. Possibly in partnership with local group (eg LCDP)	£500,000
11/20/37		Speed camera (school) -infrastructure?		

11/20/41		Investigate ownership of chapel near school		
11/20/42		Move Robert St park into the green field. Then put allotments in the original Park field. Then add a running track and outdoor exercise equipment.		
11/20/43	06/11/2020	Simple BMX track (Similar to what they have at Park Slip)	Earth track somewhere for the kids to take their bikes. Used to be one in brynna woods. Inexpensive to build. Minimal maintenance required.	£5,000
11/20/44	06/11/2020	open public loo and shelter in Llanharan cemetry	People come from miles around, often elderly people. Could use CIL money to refurbish if necessary and LCC staff could open/close it and keep it clean.	
11/20/46	11.11.2020	establish a well needed footway from Allotment site to Maes yr Gobaith area		
11/20/47	11.11.2020	Indoor sports facility/hall		
12/20/02	20/12/2020	Welfare ground - Small extention to house external toilet.	Could be used for outdoor events or those using the fields/chaging rooms. When main hall toilets are not available (closed or hall being rented).	£7,500
12/20/03	20/12/2020	Welfare ground - Improvements to the pathway to the boxing club entrance.	Improve the pathway to make it safer and more established, to the right of the welfare hall and down to the boxing club.	£4,000
12/20/04	20/12/2020	Welfare ground - Works to improve the levels at the welfare ground entrance.	Limited works to relevel a small area just inside the main gate. Not tarmacing or anything substantial.	£2,000
12/20/05	20/12/2020	Welfare ground - Pathway down to and past football field. Compacted dust or similar.	To provide a safe and dry access path to the football field and beyond. Possibly following on from the path to the boxing club (To the right of the welfare hall).	£5,000
12/20/06	20/12/2020	Welfare ground - Repairs tro boxing club roof.	The roof is in danger of collapse at some stage and requires repairs. Also insulating.	
12/20/09	20/12/2020	Welfare ground - Lower priority - External portch and access door to meeting room.	Fit access door and portch to meeting room so it can be used independantly whilst the hall is being hired. Note: Would also require external toilet (See pp no 12/20/02 above)	£5,000
12/20/10	20/12/2020	Welfare ground - Limited refurb of park. See also 11/20/11	Floor alteration to rubber safety flooring. Replacement components for existing play equipment. Possibly new apperatus but priority is improving the existing facility.	
12/20/12	20/12/2020	Access improvements to Llanharan community garden.	Zig zag path down the bank to allow pushchair/wheelchair access. (Not tarmac) and a suitable gateway. Idea to make the garden an area of mindfulness and seclusion for all.	£5,000
20/12/2013	20/12/2020	Development work to Llanharan community garden.	Currently work relies on volunteers and what can be achieved is limited. Access to proper funding would allow the garden to be developed properly.	
12/20/13	20/12/2020	Street signage to the Welfare ground	To allow those visitng to be able to find the facility from the highway	
21/12/2013	20/12/2020	Street signage for the Llanharan community garden	To allow those visitng to be able to find the facility from the highway	



12/20/14	20/12/2020	Bryncae community centre - Proper path from the carpark to the fire door	There is a desire line pathway in mud. To make a proper path here.	
1/21/002	29/1/21	meadow rise play area - renew path and do drainage		
2/21/001	29/01/2021	It would be amazingly beneficial for all the community if the "Swan pond" could be purchased for community use as a nature reserve.		
1/21/004	29/01/2021	I think for the community of Llanharan it would be beneficial to make the pathways in Brynna woods more durable. With covid the pathways have become very muddy. These paths have been wonderful during the pandemic and I feel that this should be looked after.		
1/21/005	29/01/2021	Further dog waste bins at the entrances to Brynna woods and meadow rise		
2/21/001	29/01/2021	Create a pleasant seating area next to River on Chapel Street	we create a area by the river bank opposite the war memorial next to the Chinese chip shop. It has a natural beauty and just needs a bit of loving care and attention to bring it into a place that people young and old could enjoy. Being opposite the memorial and close to the community council offices it is an ideal place to enhance. We could also erect a plaque for the NHS for their services which would be in keeping with the memorial. Wild flower planting could be arranged so the upkeep would be a minimal cost. Seating here would be great so in the future when socialising is allowed families and older generations could meet. Being by water is a natural healer for many mental health issues.	
5/21/001	29.3.21	Improvements/expansion to brynna community centre skateboard bowl.	<p>Please see below email that we discussed.</p> <p>Ideally the bowl should be 3ft deep and if a rail can be put as the edge of top for grinding even better. Not expecting the world but it does need looking at so if money needs spending why not get it right 1st as last. If there is scope for it to be larger fantastic but if not the depth of 3ft should really be considered. Only going deeper or raising the edge with that so no impact on surrounding ground if that is a concern.</p> <p>Below is what has just been done and pencoed. There is no skate bowl type of park From cardiff to Porthcawl and the one in brynna isn't up to much as you will see below again with the links of Porthcawl. Hopefully something comes of this thanks for your time</p> <p><a href="https://www.bridgend.gov.uk/news/new-pencoed-skateboard-and-bmx-park/">https://www.bridgend.gov.uk/news/new-pencoed-skateboard-and-bmx-park/</a></p> <p><a href="http://www.middle-age-shred.com/forum/viewtopic.php?f=17&amp;t=23701">http://www.middle-age-shred.com/forum/viewtopic.php?f=17&amp;t=23701</a></p>	
5/21/002	26.4.21	Park or wooded area next to Bryncae Community Centre.	Owned by LMW	

5/21/003	26.4.21	Llanharan Primary School - Green security fence between Allotment and allotment car park and the school	I would like to submit a bid for new fencing between the school, the community allotment carpark and community allotments. Somebody, parked in the Community Carpark, reversed into the fencing over the Christmas period and although the school repaired the pillar and fence it is still in poor repair. I have spoken to our RCT surveyor to get a quote to replace the wire fencing with a green security fence.	£1,900
6/21/001	8.6.21	Sensory garden		
6/21/002	8.6.21	Sensory play area		
6/21/003	8.6.21	Wooden sculptures for schools		
6/21/005	8.6.21	Live wall at Meadow Rise		
LCC21/13	11/20/48	06/05/2021	Bike racks at Train station	£500.00
LCC21/10	12/20/15	06/05/2021	Community Orchard/wildlife areas.	£1,000.00
LCC21/11	11/20/32a	06/05/2021	Bike/scooter rack/storage area for Dolau pupils	£1,000.00
LCC22/BCFC1		22/07/2022	Signage for Bryncae FC	£100.00



## Llanharan Community Council - CIL action plan

Action no	Date added	Category	From	Action		Status
		CIL	CIL	Write proforma CIL Grant form and declaration for recipients to sign (Legal agreement)		
2021/105		Full Council	CIL	RESOLVED The container to then be leased to the Llanharan branch of the RBL at a peppercorn rent for an appropriate period designed to reflect the useful life of the container (30 years).	Lease to be prepared.	
2021/105		Full Council	CIL	RESOLVED Furthermore, that all negotiations with interested parties be delegated to the Officers of the Council in order to produce an appropriate agreement or agreements to be presented before Council for resolution at a later date.		
2022/108	22.5.22	Full council	CIL	2022/108 RCTCBC CIL meeting RESOLVED For the CIL Committee to consider minimum lease qualifying terms with regards to grants for projects on leased land.		
2023/060	17.3.2023	Full Council	CIL	RESOLVED CIL2023/010 CIL application for a community garden at Ynysmaerdy. To approve a CIL application for £2750 for a community garden at Ynysmaerdy from Ynysmaerdy Community Centre and for the project to be added to the CIL123 list and Active Project lists. For the Clerk to make the purchases up to the value of £2750 regarding the project if this is acceptable to the applicant or otherwise to grant the £2750 on the understanding that the presentation of invoices would be required as proof of purchase.	Added to lists. Awaiting progress. The Clerk has contacted the MOP involved and requested works be carried out Summer 2024. June 2024. Clerk has requested an update Oct 24. Residents intend to proceed with the project. Clerk requested update April 2025.	
2023/186	21.7.23	Full Council	CIL	RESOLVED CIL2023/056 Further consideration of a CIL application from LRGT ref provision of a MUGA on the land adjacent to Bryncae Community Centre. That the matter be deferred to a future meeting of the CIL Committee to allow further informal negotiations to take place. The results of any negotiations to be confirmed in writing via the Clerk and reported to the Committee.	Informal negotiations held and results confirmed in writing. Awaiting legal deeds including title plan from LRGT. Chased June 2024 and subsequently.	

2024/067	22.03.2024	Full Council	CIL	<p>2024/067 RESOLVED</p> <p>CIL2024/013 Updated costs from Vale Consultancies regarding the Ewenny Bridge project. To allocate £2,540 rather than £1,850 of CIL funds to the project to facilitate the production of the more detailed scoping design by Vale Consultancies. To authorise the Officers to spend up to this amount with Vale consultancies. Note that previously the officers attempted to engage a number of consultancies to quote to carry out the work without successfully obtaining 3 written quotations, with this being the case to suspend financial regulation 11.3eii (where value... is less than £45,000 and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply) upon the recommendation of the Clerk with regards to this item.</p>	List updated. Awaiting scoping design draft from Vale following formal permission to proceed from Council expected 18.4.24 ON HOLD pending public consultation. Note, this matter now having passed to the TEC Committee.	Noted
2024/067	22.03.2024	Full Council	CIL	<p>2024/067 RESOLVED</p> <p>To allocate up to £1,500 of CIL funds for the obtaining of an engineering design for the path between the Network Rail railway crossing and the proposed Ewenny Bridge to the appropriate specification (being compliant with bridleway spec and in line with the Disability Act 2010 and best practice). To authorise the officers to spend up to this amount pending the receipt of a quote or quotes from appropriate suppliers. This authorisation valid only should the cheapest available quote be selected with the relevant information to be presented to a future meeting of the Committee and Council. This item included under this agenda item given the only currently available quote is from Vale Consultancies.</p>	List updated . ON HOLD PENDING PUBLIC CONSULTATION. Note, this matter now having passed to the TEC committee.	Noted
2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED</p> <p>To defer the motion listed below to a future meeting.</p> <p>To increase the allocated CIL funds allocated to the Project ' Ewenny Bridge' from £275,000 to £475,000. For this amount to comprise funds set aside to facilitate the building of the Ewenny Bridge, the construction of an appropriate path to the South to link up with the Network Rail crossing bridge and to also now to include the following: Funds to make improvements to relevant paths to the northern side of the Ewenny Bridge, into and through Brynna Woods to make them suitable for all users in line with the requirements of The Equality Act 2010; Funds to make improvements to relevant paths to the southern side of the Network rail crossing bridge to make them suitable for all users in line with the requirements of The Equality Act 2010; Subject to the permission of the relevant landowners and in partnership with other interested parties. Details to be decided at some later date.</p>	Defered. Note, this matter was delegated to the TEC Committee. Superseded	Completed
2024/088	19.04.2024	Full Council	CIL	<p>RESOLVED</p> <p>To defer the motion listed below to a future meeting.</p> <p>Ref Decision making matrix item 1 – Assumed material from which the bridge is to be constructed to allow Vale to design a base-line design for public consultation and tendering. (NOTE: The decision made here is to decide which material to use for the base-line design. This does not mean that the final bridge design is being set prior to tendering). To specify a traditional steel/timber construction design now to allow Vale to design a base-line design but to make it clear that the Council do NOT stipulate any material in the tender pack. This option can be subject to change at a later date.</p>	Defered. Note, this matter was delegated to the TEC Committee. Superseded	Completed

2024/088	19.04.2024	Full Council	CIL	RESOLVED To defer the motion listed below to a future meeting. Decision making matrix item 3 - Consider decking spec on bridge. (Note: This information is required for the eventual tender document but not necessary for Vale to complete the base-line design for the scoping design) To defer this decision. To allow Vale to use an appropriate decking solution for the scoping design at this stage. This matter to be reconsidered prior to producing a tender document.	Defered. Note, this matter was delegated to the TEC Committee. Superseded	Completed
2024/088	19.04.2024	Full Council	CIL	RESOLVED To defer the motion listed below to a future meeting Decision making matrix item 6 – Consider whether to carry out further ground testing to inform the design. To authorise £1000 of CIL funds from the project allocation to carry out further ground investigation drilling further from the bank where the original drilling took place. This work to be done to inform the tender document, not to delay production of the initial scoping design. Cllr Neil Feist subsequently requested that for all agenda items relating to financial matters that the votes of all members be recorded in the minutes. For this item of business, as the request to record votes of each councillor was made later in the meeting, the information available shows that Cllrs David Evans, Neil Feist, Rhys Jenkins, Mark Steer, Tracy Allen, Robert Smith, Janine Turner, Chirs Parker, Andrea James, Will Thomas and Joanne Miller voted to defer the motion. No members voted against.	Defered. Note, this matter was delegated to the TEC Committee. Superseded	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 e) RESOLVED CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches. To purchase 2 x wheelchair accessible picnic tables from NBB Ltd at a cost of £560 each, with a 10% contingency, authorising the officers to spend a total of £1,232 from CIL funds	Place order once permission from developer received. Update CIL lists. Awaiting permission.chased 2024 and early 2025. No response.This has now been removed from the project lists , no permission having been received from the developer.	Completed
2024/240	20.10.2024	Full Council	CIL	2024/240 Resolutions and recommendations of the CIL meeting held 8th October 2024 f) RESOLVED CIL2024/039 update on the progress of LCC23/Lan2 'Picnic benches at Lanley Estate' and to consider next steps and/or to consider quotes for the benches. To purchase a standard bench from KBS Depot at a cost of £440 with a 10% contingency, authorising the officers ro spend a total of £484 from CIL funds.	Place order once permission from developer received. Update CIL lists. Awaiting permission.chased 2024 and early 2025. No response. Resolution passed Feb 25 to remove from the project plan, no permission having been granted.	Completed
2024/300	20.12.2024	Full Council	CIL	a) RESOLVED CIL2024/047 To allocate £1,781.24 of CIL funds to project LCC19/07 Memorial Garden for extra surety cover, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Emailed RCT awaiting reply, list updated.	
2024/300	20.12.2024	Full Council	CIL	b) RESOLVED CIL2024/048 To allocate £588 of CIL funds for costs to ensure legionella compliance at the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	

2024/300	20.12.2024	Full Council	CIL	c) RESOLVED CIL2024/049 To allocate up to £2,000 of CIL funds for a building condition survey of the Welfare ground shower block, subject to approval from RCTCBC, to approve the spend as per resolution 2024/288b) and to add to the CIL123 list and Active Project lists.	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	d) RESOLVED CIL2024/050 To allocate £380 of CIL funds for costs to carry out a electrical safety inspection and to replace 2 x emergency light fittings at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	e) RESOLVED CIL2024/051 To allocate up to £500 of CIL funds for costs to carry out a commercial gas safe safety inspection at the Welfare ground shower block subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed.	
2024/300	20.12.2024	Full Council	CIL	f) RESOLVED CIL2024/052 To allocate £600 of CIL funds for costs to replace the distribution board at the cemetery shed and carry out a electrical safety inspection subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Approval received RCT 17.3.25	Completed
2024/300	20.12.2024	Full Council	CIL	g) RESOLVED CIL2024/053 To allocate £480 of CIL funds for costs to replace the electrical board and Christmas tree wall fittings at the War Memorial, subject to approval from RCTCBC, to approve the spend and to add to the CIL123 list and Active Project lists	Check with RCT and add to lists. Added to lists and emailed. Approval received RCT 17.3.25	completed



## 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	
<b>Name of Organisation:</b>  (Please note that if you are successful, payment will be made to a bank account registered in this name).	Brynna Community Centre
<b>Legal Status of the Organisation:</b> (i.e. limited company, Trust, Charitable Incorporated Organisation, CASC etc...)	Charitable Incorporated Organisation
<b>Registered Charity Number</b> (if applicable)	1184470
<b>Name of Main Contact:</b>  (All correspondence will be addressed to this person)	Robert Lewis-Watkin
<b>Full Postal Address of Applicant:</b>	47 Red Roofs Close Brynna Rd Pencoed CF35 6PL
<b>Contact Telephone Number:</b>	Daytime:  Mobile: 07779 492791



<b>Main Contact Email Address:</b>	rob2107@live.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
November 2022	£3,104.70
July 2023 (Boiler replacement)	£6,720.00
April 2024 (Pitch drainage)	£30,500.00
3G re-surfacing	£20,000.

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

Brynna Community Centre offers premises for a variety of user groups to undertake a wide range of activities. These activities comprise Rainbows and Brownies groups, Yoga classes, Tae Kwon Do classes, and two separate dance groups. In addition, the hall is used by a Playtots group every day in term time, and also for children's parties on weekends.

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.

Our aims are to maintain or improve these facilities and to provide these facilities to local user groups as cheaply as possible.





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

There are currently four trustees and a further six committee members, all of whom live in Llanharan Community Council area

Regarding the Football Club, we have currently 78 members, who all live within the area, with 3 senior teams.

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?

Due to the Brynna Football Team promotion, they must upgrade the Dugouts to meet the F.W.A. requirements. i.e. to seat 8 players in each Dugout. This means they must double the width of each Dugout.

The work will be done by Football Club members who have the necessary qualifications for such work.

We are asking for help in the purchase of materials only to facilitate the work. The labour will be covered by the Football Club.

We have been granted planning by RCT (the Landlord).



How will the project tangibly benefit the Community?

The Club has been established since 1907 and has been used by the youth in the area for many years by providing sporting facilities for them. This will help to continue the work for future generations.

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

Start Date: already started

Completion Date: End of April 2025

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

What is the total cost of the project for which CIL funding is required?  
£1,500 approx. (£1,278 spent already on materials inc. £204 skip no receipt available)

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



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 **for ALL accounts**
- 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.

Will be used weekly by all teams within the Club. (Juniors, Girls Football, Seniors) and by the general public.



### 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:

A handwritten signature in black ink, appearing to read 'R. K. Turner'.

Date: 21/03/2025

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

Second Signature: R.K Turner

Position held in organisation: Chair.

Signed:

A handwritten signature in black ink, appearing to read 'R. K. Turner'.

Date: 21/03/2025.



**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:	
Organisation:	
Address:	
Telephone:	
Email address:	
Website:	
Reason for previous application: (Project/activity name/details)	





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

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

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

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

*Return the completed form to:*

**Llanharan Community Council**



**2 Chapel Road  
Llanharan  
CF72 9QA**

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

**01443 231430**

Mr Robert Lewis-Watkin  
Brynna Football Club  
47 Red Roofs Close,  
Brynna Road, Pencoed.  
Bridgend  
CF35 6PL

## **Town and Country Planning Act 1990**

### **FULL PLANNING PERMISSION**

#### **Part I - Particulars of Application:**

<b>Fy Nghyf/My Ref:</b>	25/0115/FUL
<b>Datblygiad Arfaethedig / Proposal:</b>	Enlargement of existing 2 no. dugouts.
<b>Lleoliad / Location</b>	Brynna Community Centre Heol Dewi Brynna Rhondda Cynon Taf CF72 9QP

#### **Part II - Particulars of decision**

In pursuance of its powers under the Town and Country Planning Act 1990, the Rhondda Cynon Taf County Borough Council **GRANTS** permission for the carrying out of the development as specified in the application and plans submitted, subject to the following conditions:-

- 1 The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Reason: To comply with Sections 91 and 93 of the Town and Country Planning Act 1990.

- 2 The development hereby approved shall be carried out in accordance with the approved plans:
  - o Site location plan
  - o Proposed elevations
  - o Proposed floor plans

**Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages**

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhowch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog.  
We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



**MAE BACH DATA O BWYS** [www.rctcbc.gov.uk/diogeludata](http://www.rctcbc.gov.uk/diogeludata)  
**YOUR DATA MATTERS** [www.rctcbc.gov.uk/dataprotection](http://www.rctcbc.gov.uk/dataprotection)



and documents received by the Local Planning Authority on 30/01/2025, 11/02/2025 and 12/02/2025, unless otherwise to be approved and superseded by details required by any other condition attached to this consent.

Reason: To ensure compliance with the approved plans and documents and to clearly define the scope of the permission.

DATED: 18th March 2025



**Jim Bailey**  
**Pennaeth Cynllunio / Head of Planning**

**NOTES TO APPLICANT:**

- 1 If you want to appeal against your local planning authority's decision then you must do so within 12 weeks of the date of this notice for Householder or Minor Commercial Developments or within 6 months of the date of this notice for all other appeals.

Appeals must be made using a form which you can get from the Planning and Environment Decisions Wales, 2nd Floor West, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ, or online at <https://www.gov.wales/planning-appeal-form>

The Welsh Ministers can allow a longer period for giving notice of an appeal, but are not normally prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

PEDW need not consider an appeal if it seems to them that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

In practice, the PEDW do not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by them.

- 2 I wish to inform you that the proposed development may also require a consent under the Building Regulations 2000. Therefore, would you please contact the Building Control Section on (01443) 281156 to discuss the matter further.
- 3 The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to the Mining Remediation Authority on 0345 762 6846 or if a hazard is encountered on site call the emergency line 0800 288 4242.  
Further information is also available on the Mining Remediation Authority website at: <https://www.gov.uk/government/organisations/mining-remediation-authority>
- 4 All bats and their roosts are protected against disturbance under UK and European legislation. If works are planned on a building/tree in which bats are found to be roosting, Natural Resources Wales (NRW) must be contacted. They must be given reasonable time to advise as to whether the works should be carried out and, if so, the method to be used.

If work has already commenced and bats are found, or if any evidence that bats are using the site as a roost is found, work should cease and NRW should be contacted immediately.





## Constitution of

### Brynna Community Centre

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

Date of constitution (last amended):

*13<sup>th</sup> February 2025*

#### 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, –

*Rose North*  
*Julian Phelps*  
*Robert Lewis-Watkin*  
*Roger Turner*  
*Hollie Day*

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 Pontyclun CF72 9PZ		
Rose North 3 CLOS ALUN BRYNNA PONTYCLUN CF72 9SR		
Robert Lewis-Watkin 47 RED ROOFS CLOSE PENCOED BRIDGEND CF35 6PL		
Hollie Day 7 Duffryn Pencoed Bridgend CF35 6JL		



## Summary income and expenses YE 30-6-25

Income	July	August	September	October	November	December	January	February	March	April	May	June	Total	O/S @ 30-6-24
Hall Hire														
Brownies	£ 16.00	£ -	£ 32.00	£ 24.00	£ 32.00	£ 16.00	£ 32.00	£ 32.00					£ 184.00	£ -
Donation	£ 10.00			£ 300.00										
Emma Williams Dance	£ 108.00	£ 180.00	£ 144.00	£ 180.00	£ 144.00	£ 72.00	£ 108.00	£ 108.00					£ 1,044.00	£ -
Grant income							£ 300.00	£ 2,383.15					£ 2,683.15	£ -
Hollie (TKD)	£ 192.00	£ 124.00	£ 232.00	£ 180.00	£ 184.00	£ 112.00	£ 136.00	£ 136.00					£ 1,296.00	£ -
Karate	£ 48.00	£ 48.00	£ 48.00	£ -									£ 144.00	£ -
Drop In Playscheme	£ 48.00	£ 96.00		£ 24.00				£ 48.00					£ 216.00	£ -
Drop in Play Hub	£ 168.00	£ 784.00						£ -					£ 952.00	
Drop In Playtots	£ 832.00		£ 1,124.00	£ 562.00	£ 592.00	£ 444.00	£ 1,068.00	£ 444.00					£ 5,066.00	£ -
Drop in Play Adapt				£ 16.00				£ 16.00					£ 32.00	
Polling Fees	£ 232.50							£ 232.50					£ 465.00	£ -
Private	£ 72.00	£ -	£ 20.00	£ -	£ 72.00	£ 60.00	£ 20.00	£ 72.00					£ 316.00	£ -
Rainbows	£ 16.00	£ -	£ 32.00	£ 24.00	£ 32.00	£ 16.00	£ 32.00	£ 32.00					£ 184.00	£ -
Sam An Kendo	£ 48.00	£ -	£ -										£ 48.00	£ -
Sarah Burnell Dance	£ 108.00	£ -	£ 144.00	£ 144.00	£ 124.00	£ 108.00	£ 152.00	£ 152.00					£ 932.00	£ -
Yoga	£ 32.00	£ 24.00	£ 40.00	£ 32.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00					£ 232.00	£ -
JFC Pitch Fees 2023-24		£ -											£ -	
SFC Pitch Fees 2023 -24													£ -	
<b>Total Hall Hire</b>	<b>£ 1,930.50</b>	<b>£ 1,256.00</b>	<b>£ 1,816.00</b>	<b>£ 1,486.00</b>	<b>£ 1,212.00</b>	<b>£ 852.00</b>	<b>£ 1,872.00</b>	<b>£ 3,679.65</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 13,794.15</b>	<b>£ -</b>

<b>3G Income</b>	<b>£ 965.00</b>	<b>£ 1,050.00</b>	<b>£ 1,065.00</b>	<b>£ 1,420.00</b>	<b>£ 1,255.00</b>	<b>£ 935.00</b>	<b>£ 1,570.00</b>	<b>£ 1,537.00</b>					<b>£ 9,797.00</b>
<b>Total Income</b>	<b>£ 2,895.50</b>	<b>£ 2,306.00</b>	<b>£ 2,881.00</b>	<b>£ 2,906.00</b>	<b>£ 2,467.00</b>	<b>£ 1,787.00</b>	<b>£ 3,442.00</b>	<b>£ 5,216.65</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 23,591.15</b>

<b>Payments</b>													
3G Repairs / Maintenance													£ -
Admin / Accountant	£ 43.80	£ 17.70	£ 41.27	£ 1,440.00	£ 103.69								£ 1,646.46
Cleaning	£ 20.34	£ 20.34		£ 81.42			£ 46.25						£ 168.35
Croner Group	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35					
Donation					£ 25.00								£ 25.00
Heat & Light	£ 247.94	£ 259.03	£ 274.72	£ 347.03	£ 568.05	£ 849.00	£ 592.73	£ 315.38					£ 3,453.88
Insurance							£ 1,269.56						£ 1,269.56
PAYE	£ 204.05	£ 163.80	£ 164.00	£ 163.80	£ 67.80	£ 68.00	£ 67.80	£ 68.00					£ 967.25
PHS Sanitary service	£ 12.67			£ -	£ 35.00								£ 47.67
PRS													£ -
RCT Chargeback		£ 188.78											£ 188.78
Repairs & Renewals	£ 8.00	£ 16.00	£ 16.00	£ 111.88	£ 177.26	£ 900.00	£ 312.00	£ 2,620.15					£ 4,161.29
Wages	£ 1,160.00	£ 1,160.00	£ 776.20	£ 1,160.20	£ 776.00	£ 776.20	£ 777.00	£ 675.40					£ 7,261.00
Water Rates	£ 176.50						£ 124.83						£ 301.33
<b>Total Expenses</b>	<b>£ 2,125.65</b>	<b>£ 2,078.00</b>	<b>£ 1,524.54</b>	<b>£ 3,556.68</b>	<b>£ 2,005.15</b>	<b>£ 2,970.38</b>	<b>£ 3,317.69</b>	<b>£ 3,931.28</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 19,490.57</b>

Profit / Loss	£ 769.85	£ 228.00	£ 1,356.46	-£ 650.68	£ 461.85	-£ 1,183.38	£ 124.31	£ 1,285.37	£ -	£ -	£ -	£ -	<b>Profit / Loss</b>	<b>£ 4,100.58</b>
---------------	----------	----------	------------	-----------	----------	-------------	----------	------------	-----	-----	-----	-----	----------------------	-------------------

Summary income and expenses YE 30-6-24

Income	July	August	September	October	November	December	January	February	March	April	May	June	Total	O/S @ 30-6-24
<b>Hall Hire</b>														
Brownies	£ 14.00	£ -	£ 21.00	£ 28.00	£ 28.00	£ 14.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00	£ 16.00		£ 225.00	£ -
Emma Williams Dance	£ 94.50	£ 157.50	£ 126.00	£ 126.00	£ 157.50	£ 63.00	£ 144.00	£ 180.00	£ 144.00	£ 144.00	£ 180.00		£ 1,516.50	£ -
Grant income							£ 540.00						£ 540.00	£ -
Hollie (TKD)	£ 147.00	£ 189.00	£ 147.00	£ 133.00	£ 126.00	£ 91.00	£ 120.00	£ 176.00	£ 184.00	£ 216.00	£ 168.00		£ 1,697.00	£ -
Karate	£ 52.50	£ 31.50	£ 42.00	£ 52.50	£ 42.00	£ 21.00	£ 48.00	£ 48.00	£ 36.00	£ 48.00	£ 48.00		£ 469.50	£ -
Drop In Playscheme	£ 189.00	£ 812.00	£ 14.00	£ 63.00	£ 112.00	£ -	£ -	£ 256.00	£ 200.00	£ 176.00	£ 176.00		£ 1,998.00	£ -
Drop In Playtots	£ 777.00	£ -	£ 983.50	£ 1,036.00	£ 983.50	£ 829.50	£ 1,008.00	£ 972.00	£ 960.00	£ 948.00	£ 1,032.00		£ 9,529.50	£ -
Polling Fees											£ 232.50		£ 232.50	£ -
Private	£ 63.00	£ 28.00	£ 56.00	£ 47.50		£ 24.00	£ 16.00	£ 16.00	£ 48.00	£ 63.00	£ 54.00		£ 415.50	£ -
Rainbows	£ 14.00	£ -	£ 21.00	£ 28.00	£ 28.00	£ 14.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00	£ 16.00		£ 225.00	£ -
Sam An Kendo	£ 52.50	£ 21.00	£ 31.50	£ 42.00	£ 21.00	£ 21.00	£ 24.00	£ 36.00	£ 48.00	£ 36.00	£ 60.00		£ 393.00	£ -
Sarah Burnell Dance	£ 94.50	£ -	£ 126.00	£ 126.00	£ 119.00	£ 87.50	£ 144.00	£ 136.00	£ 108.00	£ 108.00	£ 144.00		£ 1,193.00	£ -
Yoga			£ 14.00	£ 28.00	£ 21.00	£ 35.00	£ 24.00	£ 32.00	£ 32.00	£ 24.00	£ 16.00		£ 226.00	£ -
JFC Pitch Fees 2023-24										£ 220.60			£ 220.60	
SFC Pitch Fees 2023 -24											£ 1,182.20		£ 1,182.20	
<b>Total Hall Hire</b>	<b>£ 1,498.00</b>	<b>£ 1,239.00</b>	<b>£ 1,582.00</b>	<b>£ 1,710.00</b>	<b>£ 1,638.00</b>	<b>£ 1,200.00</b>	<b>£ 2,132.00</b>	<b>£ 1,900.00</b>	<b>£ 1,808.00</b>	<b>£ 1,811.00</b>	<b>£ 2,142.50</b>	<b>£ -</b>	<b>£ 20,063.30</b>	<b>£ -</b>

<b>3G Income</b>	<b>£ 970.00</b>	<b>£ 1,235.00</b>	<b>£ 1,000.00</b>	<b>£ 1,390.00</b>	<b>£ 1,745.00</b>	<b>£ 1,065.00</b>	<b>£ 1,755.00</b>	<b>£ 1,570.00</b>	<b>£ 1,420.00</b>	<b>£ 1,405.00</b>	<b>£ 1,010.00</b>		<b>£ 14,565.00</b>
<b>Total Income</b>	<b>£ 2,468.00</b>	<b>£ 2,474.00</b>	<b>£ 2,582.00</b>	<b>£ 3,100.00</b>	<b>£ 3,383.00</b>	<b>£ 2,265.00</b>	<b>£ 3,887.00</b>	<b>£ 3,470.00</b>	<b>£ 3,228.00</b>	<b>£ 3,216.00</b>	<b>£ 3,152.50</b>	<b>£ -</b>	<b>£ 34,628.30</b>

<b>Payments</b>													
3G Repairs / Maintenance			858.74			£ 6.52		£ 139.44		£ 42.48			£ 1,047.18
Admin / Accountant		£ 1.10	£ 1,435.00		£ 243.00			£ 310.80	£ 2.40		£ 13.50	£ 1.25	£ 2,007.05
Cleaning	£ 47.14		£ 31.52	£ 22.14	£ 163.86	£ 40.34	£ 7.15	£ 20.34		£ 15.36		£ 30.13	£ 377.98
Donation					£ 25.00						£ 19.00		£ 44.00
Heat & Light		£ 918.23	£ 501.32	£ 331.21	£ 573.97	£ 1,969.07	£ 776.35	£ 1,538.83	£ 1,122.78	£ 1,058.89	£ 401.90	£ 328.58	£ 9,521.13
Insurance							£ 1,214.94						£ 1,214.94
PAYE	£ 76.00	£ 76.00	£ 36.00	£ 56.00	£ 56.00	£ 60.60	£ 60.60	£ 156.60	£ 156.60	£ 163.80	£ 163.80	£ 164.00	£ 1,226.00
PHS Sanitary service	31.81		£ 35.34	£ 35.34			£ 35.34						£ 137.83
PRS												£ 439.52	£ 439.52
RCT Chargeback					£ 103.28		£ 915.94			£ 491.19	£ 327.60		£ 1,838.01
Repairs & Renewals	£ 21.92	£ 184.55	£ 301.99	£ 72.00	£ 1,197.99	£ 137.80	£ 138.99	£ 181.00	£ 1,647.31	£ 8.00	£ 37.68	£ 22.99	£ 3,952.22
Wages	£ 709.00	£ 708.00	£ 885.00	£ 748.00	£ 728.00	£ 885.00	£ 783.40	£ 1,167.40	£ 1,167.40	£ 1,160.20	£ 1,160.20	£ 1,160.00	£ 11,261.60
Water Rates							£ 168.41						£ 168.41
<b>Total Expenses</b>	<b>£ 885.87</b>	<b>£ 1,887.88</b>	<b>£ 4,084.91</b>	<b>£ 1,264.69</b>	<b>£ 3,091.10</b>	<b>£ 3,099.33</b>	<b>£ 4,101.12</b>	<b>£ 3,514.41</b>	<b>£ 4,096.49</b>	<b>£ 2,939.92</b>	<b>£ 2,123.68</b>	<b>£ 2,146.47</b>	<b>£ 33,235.87</b>

Profit / Loss

Profit / Loss

£ 1,392.43

Brynna Community Centre Bank account balances  
Current account and savings account



## Transactions

Account type: Business Current

Account number: 17732964

Sort code: 010155

Account name: BRYNNA COMMUNITY CEN

### Your transactions

Date: 31 Mar 2025

Showing: 28 Feb 2025 to 28 Mar 2025, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
28 Mar 2025	DPC	WAGES , BRYNNA CC , VIA ONLINE - PYMT , FP 28/03/25 40 , 37023336212673000N		£433.00	£5,711.22
28 Mar 2025	DPC	WAGES , BRYNNA COMMUNITY C, VIA ONLINE - PYMT , FP 28/03/25 40 , 42023336221533000N		£242.40	£6,144.22
28 Mar 2025	BAC	EMMA LOUISE SCHOOL, EMMA DANCE FEB , FP 27/03/25 2204 , 600000001531573581	£114.00		£6,386.62
27 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 270325 , FP 27/03/25 1008 , 500000001531398507	£25.00		£6,272.62
26 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS WED 8PM , FP 26/03/25 1101 , P3X8CQRKSDP7EJS594	£25.00		£6,247.62
24 Mar 2025	DPC	LEYSHON M & L , LEYSHON 23/03 , VIA MOBILE - PYMT	£30.00		£6,222.62
20 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 200325 , FP 20/03/25 1825 , 500000001527757507	£25.00		£6,192.62
19 Mar 2025	D/D	CRONER GROUP LTD , CGL928912		£252.35	£6,167.62
19 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS - WED8PM, FP 19/03/25 1606 , PJ2VOVGHI9U031JQEM	£25.00		£6,419.97
19 Mar 2025	BAC	SARA KULPA , LLANHARAN RFC U10S, FP 19/03/25 1624 , 250319162444796255	£120.00		£6,394.97
17 Mar 2025	POS	1938 16MAR25 , 1PMOBILE , LONDON NW9 5A GB		£1.07	£6,274.97
17 Mar 2025	DPC	Laser Fire & Secur, BRYNNA COMM. CNTR, VIA ONLINE - PYMT , FP 17/03/25 10 , 40174548199213000N		£200.00	£6,276.04
17 Mar 2025	DPC	POINTON M , MATTHEW, 16/03/25 , VIA MOBILE - PYMT	£15.00		£6,476.04
17 Mar 2025	BAC	TALBOT GREEN FOOTB, TG 15/3 , FP 15/03/25 1344 , 100000001515926985	£15.00		£6,461.04
14 Mar 2025	DPC	EDF ENERGY , 8915505581 , VIA ONLINE - PYMT , FP 14/03/25 10 , 19104022558948000N		£308.25	£6,446.04
14 Mar 2025	DPC	THOMAS Z/JW , FOOTBALL - FEB , VIA MOBILE - PYMT	£160.00		£6,754.29
14 Mar 2025	BAC	J ALLEN , JOLENE 090325 , FP 13/03/25 2030 , 100000001514913753	£15.00		£6,594.29

Date	Type	Description	Paid in	Paid out	Balance
14 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 130325 , FP 13/03/25 1924 , 400000001528892939	£25.00		£6,579.29
12 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS , FP 12/03/25 1131 , PG3N4EA9RI4FP53B29	£25.00		£6,554.29
12 Mar 2025	BAC	LLAN COMM PJ , AB ELECTRICAL SERV, FP 12/03/25 1422 , 752057552241213001	£30.00		£6,529.29
11 Mar 2025	POS	1938 10MAR25 , 1PMOBILE , LONDON NW9 5A GB		£30.00	£6,499.29
11 Mar 2025	DPC	AB ELECT SERVS , INVOICE 09-03-25 , VIA ONLINE - PYMT , FP 10/03/25 10 , 11192449988897000N		£30.00	£6,529.29
10 Mar 2025	DPC	LEYSHON M & L , LEYSHON 09/03 , VIA MOBILE - PYMT	£30.00		£6,559.29
10 Mar 2025	DPC	POINTON M , Matthew, 09/03/25 , VIA MOBILE - PYMT	£15.00		£6,529.29
07 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 060325 , FP 06/03/25 1850 , 100000001511087592	£25.00		£6,514.29
07 Mar 2025	BAC	LLANHARAN RF , LLANHARAN RFC , FP 07/03/25 1312 , 486711832131703001	£105.00		£6,489.29
05 Mar 2025	D/D	TOTALENERGIES G&P , 1202679		£528.79	£6,384.29
05 Mar 2025	DPC	HMRC CUMBERNAULD , 120PG02637973 , VIA ONLINE - PYMT , FP 05/03/25 40 , 20023208072041000N		£60.60	£6,913.08
05 Mar 2025	DPC	POINTON M , 3g , VIA MOBILE - PYMT	£15.00		£6,973.68
04 Mar 2025	DPC	PENCOED RFC M&J , PENCOEDRFC FEB24 , VIA MOBILE - PYMT	£45.00		£6,958.68
03 Mar 2025	DPC	ROGERS SG , MONDAY 8PM JAN 25 , VIA MOBILE - PYMT	£75.00		£6,913.68
03 Mar 2025	DPC	BRYNNA JFC , BRYNNA3G FEB 25 , VIA MOBILE - PYMT	£555.00		£6,838.68
03 Mar 2025	DPC	DAY HM , Kayleigh - Party , VIA MOBILE - PYMT	£16.00		£6,283.68
03 Mar 2025	DPC	LEYSHON M & L , LEYSHON 02/03 , VIA MOBILE - PYMT	£30.00		£6,267.68
03 Mar 2025	DPC	BURNELL S C V03 , SBURNELL Feb 25 , VIA MOBILE - PYMT	£148.00		£6,237.68
03 Mar 2025	BAC	HAYES M A , BRYNNA O/50S WF , FP 03/03/25 1000 , 956270350001303001	£25.00		£6,089.68
03 Mar 2025	BAC	MCGRATH E , 3G 3-4PM 1ST MARCH, FP 01/03/25 1215 , 492427845121103001	£12.00		£6,064.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 24/02 , FP 01/03/25 1105 , QGOMVGZP29L6R2D5WR	£25.00		£6,052.68
03 Mar 2025	BAC	TAEKWON-DO ACADEMY, SALLY EDWARDS , FP 01/03/25 1057 , PNTWQIER0VZDFBTFSI	£16.00		£6,027.68



Date	Type	Description	Paid in	Paid out	Balance
03 Mar 2025	BAC	HOBBS RJ&JE , RAINBOWS/BROWNIES , FP 01/03/25 1117 , 680925347111103001	£48.00		£6,011.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 10/02 , FP 01/03/25 1104 , Z5Q12K9M98Z6R2RJ4X	£25.00		£5,963.68
03 Mar 2025	BAC	TAEKWON-DO ACADEMY, FP 01/03/25 1056 , PQOIS4W77IELF7J9F5	£176.00		£5,938.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 17/02 , FP 01/03/25 1105 , Z5LP2LM1M0POQN7OE8	£25.00		£5,762.68
03 Mar 2025	BAC	BETHAN DAVIES YOGA, HALL HIRE-FEB 25 , FP 02/03/25 1735 , PSVTZUNTJRMGMII4FG	£32.00		£5,737.68
28 Feb 2025	DPC	[REDACTED] WAGES , BRYNNA COMMUNITY C. VIA ONLINE - PYMT , FP 28/02/25 40 , 35023449851541000N		£242.40	£5,705.68
28 Feb 2025	DPC	[REDACTED] WAGES , BRYNNA CC , VIA ONLINE - PYMT , FP 28/02/25 40 , 28023449846114000N		£433.00	£5,948.08
28 Feb 2025	BAC	LLAN COMM PJ , PLAYTOTS DEC 2024 , FP 28/02/25 1819 , 375211909181822001	£444.00		£6,381.08

© National Westminster Bank plc, downloaded from the NatWest online transactions service on 31 March 2025. Search 'transactions' on natwest.com for more information.

National Westminster Bank plc, registered in England and Wales No. 929027. Registered office: 250 Bishopsgate, London EC2M 4AA. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.



NatWest

## Transactions

Account type: Business Reserve Account

Account number: 17732972

Sort code: 010155

Account name: BRYNNA COMMUNITY CEN

### Your transactions

Date: 31 Mar 2025

Showing: 28 Feb 2025 to 28 Mar 2025, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
28 Feb 2025	INT	28FEB GRS 17732972	£32.71		£34,148.03

© National Westminster Bank plc, downloaded from the NatWest online transactions service on 31 March 2025. Search 'transactions' on natwest.com for more information.

National Westminster Bank plc, registered in England and Wales No. 929027. Registered office: 250 Bishopsgate, London EC2M 4AA. Authorized by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

Brynnna Football Club  
47 Red Roofs Close  
Brynnna Road  
Bridgend  
Mid Glamorgan  
CF35 6PL

## Your Account

**Sort Code** 30-96-26  
**Account Number** 22015660

**BRYNNA FOOTBALL CLUB**

**01 March 2025 to 21 March 2025**

<b>Money In</b>	£1,413.74	<b>Balance on 01 March 2025</b>	£2,177.83
<b>Money Out</b>	£2,139.85	<b>Balance on 21 March 2025</b>	£1,451.72

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
03 Mar 25	STEPHEN HARDING 200000001513054931 REF FEE	FPO		15.00	2,162.83
03 Mar 25	LEON 200000001513054944 REF FEE 040004 10 01MAR25	FPO		15.00	2,147.83
03 Mar 25	DANIEL RICKETTS 400000001521917334 REF FEE	FPO		20.00	2,127.83
03 Mar 25	GC C1 BRYNNA SENIOR-8Z6FB 19161430200574000R 162224	FPI	11.69		2,139.52
05 Mar 25	GC C1 BRYNNA SENIOR-5G5MZ 52124756237185000R 162224	FPI	1,310.34		3,449.86
05 Mar 25	STEPHEN HARDING 500000001519591775 DUGOUT	FPO		355.82	3,094.04
05 Mar 25	D CLARIDGE DARREN CLARIDGE	FPI	2.00		3,096.04
06 Mar 25	D CLARIDGE DARREN CLARIDGE	SO	16.00		3,112.04
06 Mar 25	BRIDGEND COLLEGE 200000001515973520 CSI-	FPO		420.00	2,692.04
06 Mar 25	BRIDGEND COLLEGE 200000001515973869 CSI-	FPO		420.00	2,272.04
07 Mar 25	PHELPS JA HOOLIO BFC TOTE 1541597354326016SO 404784	FPI	4.33		2,276.37
10 Mar 25	LEON 400000001526085734 REF FEE/BAR MONEY 040004	FPO		215.00	2,061.37
10 Mar 25	STEPHEN HARDING 400000001526085750 REF FEE	FPO		15.00	2,046.37
10 Mar 25	DANIEL RICKETTS 300000001524687404 REF FEE	FPO		15.00	2,031.37
10 Mar 25	PAYPAL *FAW CD 2439 09MAR25	DEB		24.00	2,007.37
10 Mar 25	GC C1 BRYNNA SENIOR-V6YDZ 58123812610677000R 162224	FPI	23.38		2,030.75

(Continued on next page)

BRYNNA FOOTBALL CLUB

Sort Code 30-96-26  
Account Number 22015660

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
12 Mar 25	RAYMOND SLADE TOTE ACCOUNT	FPI	10.00		2,040.75
13 Mar 25	D CLARIDGE DARREN CLARIDGE	SO	16.00		2,056.75
13 Mar 25	STEPHEN HARDING 100000001514800500	FPO		166.00	1,890.75
13 Mar 25	D CLARIDGE DARREN CLARIDGE	FPI	2.00		1,892.75
14 Mar 25	STEPHEN HARDING 500000001524696852	FPO		146.00	1,746.75
17 Mar 25	A. E. NEILL 200000001521059363 SKIP	FPO		204.00	1,542.75
18 Mar 25	SERVICE CHARGES REF : 449639556	PAY		4.25	1,538.50
20 Mar 25	D CLARIDGE DARREN CLARIDGE	SO	16.00		1,554.50
20 Mar 25	STEPHEN HARDING 100000001518436840	FPO		104.78	1,449.72
20 Mar 25	D CLARIDGE DARREN CLARIDGE	FPI	2.00		1,451.72

**CLERK'S NOTE: Brynna FC (Seniors) bank account statements**

## Transaction types

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





NatWest

## Transactions

### Your transactions

Account type: Business Current

Account number: 84057467

Sort code: 601648

Account name: BRYNNA FOOTBALL CLUB

Date: 21 Mar 2025

Showing: 21 Feb 2025 to 20 Mar 2025, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
28 Feb 2025	BAC	BRYNNA FOOTBALL CL, TOTE MONEY , FP 28/02/25 1332 , 300000001519801478	£250.00		£850.74

© National Westminster Bank plc, downloaded from the NatWest online transactions service on 21 March 2025. Search 'transactions' on natwest.com for more information.

National Westminster Bank plc, registered in England and Wales No. 929027. Registered office: 250 Bishopsgate, London EC2M 4AA. Authorized by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

INCOME		2024/2025		OUTGOINGS	
Tote ticket share (50%)		£1,881.00		Bridgend College 3G	£4,704.00
Community Council Grant				Pitch Fees	£500.00
Sponsorships		£600.00		Laundry	£1,252.00
Players subs 2024/25		£1,329.11	July	Shower cleaning	£315.00
		£1,324.32	Aug	Refs' fees	£1,182.00
		£1,347.18	Sept	Equipment Purchases	£2,860.49
		£1,409.11	Oct	Leyshons (when required)	£211.20
		£1,400.80	Nov	Match Money (bus etc.)	£500.00
		£1,365.58	Dec	Community Centre Pitch Fee	
		£1,289.93	Jan	Video annual fee	£838.80
		£1,310.34	Feb	Tote tickets	£255.60
			Mar	Tote Licence	£20.00
			Apr	FAW C cert (Dan Ricketts)	£375.00
			May	Coaches Voice subscription	£154.00
			June	Bar Bills/Prizes etc.	£500.00
Community Shop Grant				Rememberance Wreath	£25.00
Sport Foundation Grant				Planning App. (Dugouts)	£230.00
Co-op Grant		£1,547.93		Dug out Material	£1,470.29
				Bank Charges	£4.25
		£14,805.30			£15,397.63
PROFIT / LOSS		-£592.33			



DID WE  
NAIL IT?

supplying branch: 762 Jewson Bridgend, Kingway CF31 3R  
tel: 01656 653674 fax: 01656 669501

email: branch0762@jewson.co.uk

document Number  
0762/0048866

requested by:-  
762 Trade Cash A/C  
Jewson Bridgend  
CF31 3R

Price Inquiry

collected by:-  
762 Trade Cash A/C  
Jewson Bridgend  
CF31 3R

our opening times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account  
HCTR762

Our Operator  
Tony Vaulter

Customer Contact

Customer Order Number  
STEVE CAMERON

Cat Method  
C N

Date  
27/02/2025

Time  
14:17

Quote expiry date  
06/03/2025

Our Order Number  
1521070

Page  
1

Quantity	Product	Price Per	Disc%	Total	V
3.00 EA	JEWSON Building Sand ..... Handy Bag AGSM001	2.80 EA		8.40	S
3 EA	HAWSON Multicem Cement ..... Weatherproof 25kg Plastic Bag CCASTMCP	5.85 EA		17.55	S
2 EA	CATNOC S/Steel Wall Starter Pack SWC BC290404	5.99 EA		11.98	S
1 EA	SDKA Memrix Concentrated Mortar Plasticiser 1.00 Litre 170376 OMSD032	10.52 EA		10.52	S

Rate Goods VAT  
S 20.00 48.45 9.69

Please note this is NOT a VAT invoice

Total Goods 48.45  
Total VAT 9.69  
Total 58.14

All prices are in sterling

Prices quoted are subject to the current  
rate of VAT at time of invoice.

Prepared by 762 Jewson Bridgend

STARK Building Materials UK Limited trading as Jewson, Registered in England and Wales, Company Number 01647362  
Registered Office: Merchant House, Binley Business Park, Harry Weston Road, Coventry, CV3 2TT, ENGLAND  
Tel: 0800 539786, Website: www.jewson.co.uk, VAT Number GB 394 1212 63

This order is subject to our standard terms and conditions of sale, or hire, (as applicable), which can be found at  
www.starkbuild.co.uk/terms-and-conditions-of-sale which shall apply to the exclusion of any other terms that you seek to impose or incorporate, or  
which are implied by trade, custom, practice or course of dealing.



Supplying Branch : 762 Jewson Bridgend  
Tel: 01656 653674

Fax: 01656 669501

Email: branch0762@jewson.co.uk

### Quotation

Quotation prepared for:-  
762 Cash Sale A/C  
Jewson Bridgend  
CF31 3RY

Prepared by:-  
762 Jewson Bridgend  
Kingsway  
Bridgend Industrial Estate  
Bridgend  
Mid Glamorgan  
CF31 3RY

Document Number  
0762/ 1523422

Our opening Times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account: HKS762  
Our operator: Jack

Customer Contact: brynna football club  
Customer Order Number

Cat: C  
Method: N

Date: 20/03/2025  
Time: 09:50  
Quote expiry date: 27/03/2025

Our Order Number: 1523422  
Page: 1

Quantity	Product	Order Type	Price Per	Disc%	Total	V
38.40 MT	Kiln dried C24 Regularised Joist Treated "Premium" PAJT4710 8/4,8 Above Product is 70% PEFC Certified (SA-PEFC-COC-013288)	PEFC 47.0 x 100mm Ex-Yard	1.80 MT		69.12	S
4.00 EA	Jewson Building Sand AGSM.001	Handy Bag Ex-Yard	2.80 EA		11.20	S
1 EA	HANSON Multicore Cement CCASTMCP	Weatherproof 25kg Plastic Bag Ex-Yard	7.00 EA		7.00	S

Goods: 87.32  
Vat: 17.46

Please note this is NOT a VAT invoice

Total Goods: 87.32  
Vat Total: 17.46  
Total: 104.78

are in Sterling

Prices quoted are subject to the current  
rate of VAT at time of invoice.

STARK Building Materials UK Limited trading as Jewson, Registered in England and Wales, Company Number 01647362  
Registered Office: Merchant House, Binley Business Park, Harry Weston Road, Coventry, CV3 2TT, ENGLAND  
Tel: 0800 539766, Website: www.jewson.co.uk, VAT Number GB 394 1212 63

subject to our standard terms and conditions of sale, or hire, (as applicable), which can be found at [www.starkbuild.co.uk/terms-and-conditions-of-sale](http://www.starkbuild.co.uk/terms-and-conditions-of-sale) which shall apply to the exclusion of any other terms that you seek to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.





# JEWSON



**DID WE NAIL IT?**

LET US KNOW AT  
TELL@JEWSON.CO.UK FOR YOUR  
CHANCE TO WIN £2500

Supplying Branch : 762 Jewson Bridgend  
Tel: 01656 653674

Fax: 01656 669501

Email: branch0762@jewson.co.uk

## Quotation

Document Number  
0762/ 1517866

Quotation prepared for:-  
762 Trade Cash A/C  
Jewson Bridgend  
CF31 3RY

Prepared by:-  
762 Jewson Bridgend  
Kingsway  
Bridgend Industrial Estate  
Bridgend  
Mid Glamorgan  
CF31 3RY

Our Opening Times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account  
H079762

Our Operator  
Jack

Date  
05/02/2025

Time  
08:06

Our Order Number  
1517866

Customer Contact  
Customer Order Number  
BRYNVA FOOTBALL CLUB

Cat  
0

Method  
0

Quote expiry date  
05/02/2025

Page  
1

Quantity	Product	Order Type	Price Per	Disc%	Total V
1.00 EA	JEWSON A11 In Ballast ..... N2576004 Bulk bags contents not more than 800kg; for lifting purposes assume approximately 2000kg	Single Trip Large Bulk Bag Ex-Yard	36.00 EA		36.00 S
5 EA	HANSON Multicem Cement ..... C0ASTMCP	Weatherproof 25kg Plastic Bag Ex-Yard	8.67 EA		43.35 S
1.00 SH	Sterlingosa Zero 0583 (BBA Approved) ..... P588BA09 Above Product is PSC Mix 70% (SA-COC-013288)	PSC. 2400 x 1200 x 9.0mm Ex-Yard	14.87 SH		14.87 S
1 EA	<del>On-site charge</del> DELIVERA				40.00 S

Rate	Goods	Vat
20.00	94.22	18.84

Please note this is NOT a VAT invoice

Total Goods	134.22
Vat Total	26.84
Total	161.06

All prices are in Sterling

Prices quoted are subject to the current  
rate of VAT at time of invoice.

STARR Building Materials UK Limited trading as Jewson, Registered in England and Wales, Company Number 01847362  
Registered Office: Woodland House, Cherry Business Park, Henty Way, Henty, Coventry, CV9 5TT, ENGLAND  
Tel: 0800 838126, Website: www.jewson.co.uk, VAT Number GB 394 4212 83

This order is subject to our standard terms and conditions of sale, or A11, as applicable, which can be found at www.starrbuild.co.uk/terms-and-conditions-of-sale which shall apply to the exclusion of any other terms that you seek to impose on Jewson, or which are implied by trade, custom, practice or usage of trading.



# JEWSON



**DID WE  
NAIL IT?**

LET US KNOW AT  
TELLJEWSON.COM FOR YOUR  
CHANCE TO WIN £250

Supplying Branch : 650 Jewson Cardiff E Moors Rd  
Tel: 02920 460511 Fax: 02920 490228

Email: branch0650@jewson.co.uk

## Quotation

Document Number  
0650/ 437209

Quotation prepared for:-  
650 Cash Sale A/C  
Jewson Cardiff E Moors Rd  
CF24 5EE

Prepared by:-  
650 Jewson Cardiff E Moors Rd  
East Moors Road  
Cardiff  
South Glamorgan  
CF24 5EE

Our Opening Times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account Our Operator  
HXCS650 Peter

Date Time Our Order Number  
04/02/2025 12:33 437209

Customer Contact Customer Order Number

Cat Method Quote expiry date Page  
C N 11/02/2025 1

Quantity	Product	Order Type	Price Per	Disc%	Total	V
10 EA	JEWSON Limestone 6mm to Dust ..... AGSML049	Handy Bag Ex-Yard	2.25 EA		22.50	S
5 EA	HANSON Multicem Cement ..... CCASTMCP	Weatherproof 25kg Plastic Bag Ex-Yard	7.88 EA		39.40	S
5.00 EA	JEWSON Building Sand ..... AGSML001	Handy Bag Ex-Yard	2.25 EA		11.25	S
16.80 MT	Kiln Dried C24 Regularised Joist Treated *Premium* ..... FAJT4710 4/4.2 Above Product is FSC Mix 70% (SA-COC-013288) Finished size 45.0 x 95mm	FSC. 47.0 x 100mm Ex-Yard	1.80 MT		30.24	S
1 EA	CPL Arden Heavy Duty Weatherproof Tarpaulin Green 4.0m x 5.0m ..... CPL65016	TARPHD1 Ex-Yard	37.79 EA		37.79	S

Goods Vat  
141.18 28.24

Please note this is NOT a VAT invoice

Total Goods 141.18  
Vat Total 28.24  
Total 169.42

Prices quoted are subject to the current  
rate of VAT at time of invoice.

Prices are in Sterling



# JEWSON



**DID WE NAIL IT?**

TELL JEWSON.COM FOR YOUR CHANCE TO WIN £1000

Supplying branch : 650 Jewson Cardiff E Moors Rd  
Tel: 02920 460511 Fax: 02920 490228

Email: branch0650@jewson.co.uk

## Quotation

Document Number  
0650/ 436691

Quotation prepared for:-  
650 Cash Sale A/C  
Jewson Cardiff E Moors Rd  
CF24 5EE

Prepared by:-  
650 Jewson Cardiff E Moors Rd  
East Moors Road  
Cardiff  
South Glamorgan  
CF24 5EE

Our Opening Times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account  
HXCS630

Our Operator  
Peter

Customer Contact

Customer Order Number

Cat Method  
C N

Date  
28/01/2025

Time  
14:53

Our order Number  
436691

Quote expiry date  
04/02/2025

Page  
1

Quantity	Product	Order Type	Price Per	Disc%	Total V
1 RO	PROSOLVE Super Strong Barrier Fencing Orange 1m x 50m BARFENO/SS PSBFENOS	Ex-Yard	40.09 RO		40.09 S
8 EA	RSS Fencing Pin c/w Lamp Hook 1200mm x 10mm 2501586626 PMS86626	Ex-Yard	5.85 EA		46.80 S
14.40 MT	Sawn Carcassing Unseasoned Treated Green *Premium* FSC. 22.0 x 150mm PZGF229C 3/4.8 Above Product is FSC Mix 70% (SA-COC-013288)	Ex-Yard	3.26 MT		46.94 S
9.60 MT	Kiln Dried C24 Regularised Joist Treated *Premium* FSC. 47.0 x 100mm FAJT4710 2/4.8 Above Product is FSC Mix 70% (SA-COC-013288) Finished size 45.0 x 95mm	Ex-Yard	3.86 MT		37.06 S
10 EA	JEWSON Limestone 6mm to Dust ..... Handy Bag AGSML049	Ex-Yard	5.00 EA		50.00 S

Rate Goods Vat  
S 20.00 220.89 44.18

Please note this is NOT a VAT invoice

Total Goods 220.89  
Vat Total 44.18  
Total 265.07

All prices are in Sterling

Prices quoted are subject to the current rate of VAT at time of invoice.

STARK Building Materials UK Limited trading as Jewson. Registered in England and Wales, Company Number 01647362  
Registered Office: Merchant House, Binley Business Park, Harry Weston Road, Coventry, CV3 2TT, ENGLAND  
Tel: 0800 639766, Website: www.jewson.co.uk, VAT Number GB 394 1212 63

This order is subject to our standard terms and conditions of sale, or hire, (as applicable), which can be found at [www.starkbuild.co.uk/terms-and-conditions-of-sale](http://www.starkbuild.co.uk/terms-and-conditions-of-sale) which shall apply to the exclusion of any other terms that you seek to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.





# JEWSON



**DID WE NAIL IT?**

LET US KNOW AT  
TELL.JEWSON.COM FOR YOUR  
CHANCE TO WIN £250

Supplying Branch : 762 Jewson Bridgend  
Tel: 01656 653674 Fax: 01656 669501 Email: branch0762@jewson.co.uk

## Quotation

Document Number  
0762/ 1521689

Quotation prepared for:-  
762 Cash Sale A/C  
Jewson Bridgend  
CF31 3RY

Prepared by:-  
762 Jewson Bridgend  
Kingsway  
Bridgend Industrial Estate  
Bridgend  
Mid Glamorgan  
CF31 3RY

Our Opening Times are:  
Mon-Fri 07:30 17:00  
Saturday 08:00 12:00

Customer Account: HKCS762  
Our Operator: Jack  
Customer Contact: Customer Order Number  
brynna football club

Cat: C  
Method: N

Date: 05/03/2025 Time: 14:19  
Quote expiry date: 12/03/2025  
Our Order Number: 1521689  
Page: 1

Quantity	Product	Order Type	Price Per	Disc%	Total	V
144.00 EA	WOL Solid Dense Block 7.3N 440 x 215 x 100mm BLM5001	Ex-yard	1.04 EA		149.76	S
28.80 MT	K11n Dried C24 Regularised Joist Treated *Premium* PAJ74710 6/4.8 Above Product is 70% PEFC Certified (SA-PEFC-COC-013288)	PEFC 47.0 x 100mm Ex-Yard	1.80 MT		51.84	S
19.20 MT	Sawn Carcassing Unseasoned Treated Green *Standard* SZGF229C 4/4.8 Above Product is FSC Mix 70% (SA-COC-013288)	FSC 22.0 x 150mm Ex-Yard	1.60 MT		30.72	S
20 EA	Thunderbolt Hexagon Head Anchor ..... Zinc/Yellow TBV35164	10.0 x 150mm V35164 Ex-Yard	1.23 EA		24.60	S
1 TB	ULTI-MATE Stick-Fit Woodscrews Yellow 5.0mm x 100mm (Tub of 300) LFTY5100	Ex-Yard	28.08 TB		28.08	S
1 EA	BOSCH SDS Plus-SX Hammer Drill Bit 10.0x200x 265mm ( 1 ) ... TABX5800	2608833800 Ex-Yard	11.52 EA		11.52	S

Rate: 20.00  
Goods: 296.52  
Vat: 59.30

Please note this is NOT a VAT invoice

Total Goods: 296.52  
vat Total: 59.30  
Total: 355.82

Prices quoted are subject to the current  
rate of VAT at time of invoice.

All prices are in Sterling

STARK Building Materials UK Limited trading as Jewson, Registered in England and Wales, Company Number 61647362  
Registered Office: Merchant House, Binley Business Park, Harry Weston Road, Coventry, CV3 2TT, ENGLAND  
Tel: 0800 639766, Website: www.jewson.co.uk, VAT Number GB 994 1212 63

This order is subject to our standard terms and conditions of sale, or hire, (as applicable), which can be found at [www.starkbuild.co.uk/terms-and-conditions-of-sale](http://www.starkbuild.co.uk/terms-and-conditions-of-sale) which shall apply to the exclusion of any other terms that you seek to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.





## 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*

<b>SECTION A: ABOUT YOU</b>	
<b>Name of Organisation:</b>  (Please note that if you are successful, payment will be made to a bank account registered in this name).	Brynna Community Centre.
<b>Legal Status of the Organisation:</b> (i.e. limited company, Trust, Charitable Incorporated Organisation, CASC etc...)	Charitable incorporated organisation (CIO).
<b>Registered Charity Number</b> (if applicable)	
<b>Name of Main Contact:</b>  (All correspondence will be addressed to this person)	Robert Lewis-Watkin. (Trustee)
<b>Full Postal Address of Applicant:</b>	Brynna Community Centre, Off Church Street, Brynna. CF72 9QP.
<b>Contact Telephone Number:</b>	Daytime: 01656 861267.  Mobile: 07779 492791.



<b>Main Contact Email Address:</b>	Rob2107@live.com
<b>Has the organisation received Grant Aid or CIL funding from Llanharan Community Council in the past 3 years?</b>  <b>If the answer is yes, please complete the box below:</b>	
<b>Date and type of funding (Grant/CIL)</b>	<b>Amount</b>
2022 Grant (replace waste pumps)	£ 3,105
2023 Boiler replacement	£ 6,720
2024 Pitch drainage (FC Seniors)	£30,500
	£
<p>Please provide a brief description of the main aims and activities of the organisation applying for CIL funding.</p> <p>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.</p>	



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

There are 6 trustees all of whom live in the area. The Community centre and pitches are well used, whilst no specific data exists, anecdotally the vast majority of users are local residents.

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

Yes ☒

No ☐

How long has the organisation been established?  
Established 2020.

### **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?

Brynna Community Centre leases the bottom football pitch from RCTCBC. The pitch is used by all members of the public and the primary user is Brynna Football Club. Through years of being played on, the pitch has become very compact and drainage has become a huge problem resulting in matches being regularly postponed. We have had a survey carried out by R.C.T. approved contractors to cure the problem, which involves professional contractors to carry out the work recommended. This should ensure a much better surface for the future and result in increased use for all.



How will the project tangibly benefit the Community?

Sport and recreation contribute to the health and wellbeing of local residents and this field is one of the few pitches available in our area. The pitch is very well used by Brynna Junior FC, ranging from U6's to U16's including U9's to U16's Girls teams. In total some 300 members. Improving its condition and availability to the public means there will be more opportunity for sport and recreation in our area. Improving the availability of the pitch will also help ensure the long term future of Brynna Football club at both Junior and Senior levels and the well-being and health of all the youth of the area, who use the field for pleasure activities as it is not solely for the use of the Football Clubs.

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

Start Date: End of Football Season (May 2025 approx.)

Completion Date: Beginning of next Football Season (August 2025 approx.)

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

What is the total cost of the project for which CIL funding is required?  
£26,187.97

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



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

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

- Organisation/Group constitution or rules
- Income and expenditure account/balance sheet
- Last bank statement **for ALL accounts**
- 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.

The pitch will always be used after the work has been completed.



### 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:

A handwritten signature in blue ink, appearing to read 'R. K. Turner'.

Date: 31/03/2025.

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

Second Signature: R.K. Turner

Position held in organisation: Chair.

Signed:

A handwritten signature in blue ink, appearing to read 'R. K. Turner'.

Date: 31/03/2025.



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

Project Officer  
Llanharan Community Council

2 Chapel Rd  
Llanharan  
CF72 9QA  
Project@llanharan-cc.gov.wales01443  
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:	
Organisation:	
Address:	
Telephone:	
Email address:	
Website:	
Reason for previous application: (Project/activity name/details)	



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

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

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

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

*Return the completed form to:*

**Llanharan Community Council**



**2 Chapel Road  
Llanharan  
CF72 9QA**

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

**01443 231430**



## Constitution of

### Brynna Community Centre

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

Date of constitution (last amended):

*13<sup>th</sup> February 2025*

#### 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, –

*Rose North*  
*Julian Phelps*  
*Robert Lewis-Watkin*  
*Roger Turner*  
*Hollie Day*

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 Pontyclun CF72 9PZ		
Rose North 3 CLOS ALUN BRYNNA PONTYCLUN CF72 9SR		
Robert Lewis-Watkin 47 RED ROOFS CLOSE PENCOED BRIDGEND CF35 6PL		
Hollie Day 7 Duffryn Pencoed Bridgend CF35 6JL		

Income	July	August	September	October	November	December	January	February	March	April	May	June	Total	O/S @ 30-6-24
Hall Hire														
Brownies	£ 16.00	£ -	£ 32.00	£ 24.00	£ 32.00	£ 16.00	£ 32.00	£ 32.00					£ 184.00	£ -
Donation	£ 10.00			£ 300.00										
Emma Williams Dance	£ 108.00	£ 180.00	£ 144.00	£ 180.00	£ 144.00	£ 72.00	£ 108.00	£ 108.00					£ 1,044.00	£ -
Grant income							£ 300.00	£ 2,383.15					£ 2,683.15	£ -
Hollie (TKD)	£ 192.00	£ 124.00	£ 232.00	£ 180.00	£ 184.00	£ 112.00	£ 136.00	£ 136.00					£ 1,296.00	£ -
Karate	£ 48.00	£ 48.00	£ 48.00	£ -									£ 144.00	£ -
Drop In Playscheme	£ 48.00	£ 96.00		£ 24.00				£ 48.00					£ 216.00	£ -
Drop in Play Hub	£ 168.00	£ 784.00						£ -					£ 952.00	
Drop In Playtots	£ 832.00		£ 1,124.00	£ 562.00	£ 592.00	£ 444.00	£ 1,068.00	£ 444.00					£ 5,066.00	£ -
Drop in Play Adapt				£ 16.00				£ 16.00					£ 32.00	
Polling Fees	£ 232.50							£ 232.50					£ 465.00	£ -
Private	£ 72.00	£ -	£ 20.00	£ -	£ 72.00	£ 60.00	£ 20.00	£ 72.00					£ 316.00	£ -
Rainbows	£ 16.00	£ -	£ 32.00	£ 24.00	£ 32.00	£ 16.00	£ 32.00	£ 32.00					£ 184.00	£ -
Sam An Kendo	£ 48.00	£ -	£ -										£ 48.00	£ -
Sarah Burnell Dance	£ 108.00	£ -	£ 144.00	£ 144.00	£ 124.00	£ 108.00	£ 152.00	£ 152.00					£ 932.00	£ -
Yoga	£ 32.00	£ 24.00	£ 40.00	£ 32.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00					£ 232.00	£ -
JFC Pitch Fees 2023-24		£ -											£ -	
SFC Pitch Fees 2023 -24													£ -	
Total Hall Hire	£ 1,930.50	£ 1,256.00	£ 1,816.00	£ 1,486.00	£ 1,212.00	£ 852.00	£ 1,872.00	£ 3,679.65	£ -	£ -	£ -	£ -	£ 13,794.15	£ -

Payments														
3G Repairs / Maintenance														£ -
Admin / Accountant	£ 43.80	£ 17.70	£ 41.27	£ 1,440.00	£ 103.69									£ 1,646.46
Cleaning	£ 20.34	£ 20.34		£ 81.42			£ 46.25							£ 168.35
Croner Group	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35	£ 252.35					
Donation						£ 25.00								£ 25.00
Heat & Light	£ 247.94	£ 259.03	£ 274.72	£ 347.03	£ 568.05	£ 849.00	£ 592.73	£ 315.38						£ 3,453.88
Insurance							£ 1,269.56							£ 1,269.56
PAYE	£ 204.05	£ 163.80	£ 164.00	£ 163.80	£ 67.80	£ 68.00	£ 67.80	£ 68.00						£ 967.25
PHS Sanitary service	£ 12.67			£ -	£ 35.00									£ 47.67
PRS														£ -
RCT Chargeback		£ 188.78												£ 188.78
Repairs & Renewals	£ 8.00	£ 16.00	£ 16.00	£ 111.88	£ 177.26	£ 900.00	£ 312.00	£ 2,620.15						£ 4,161.29
Wages	£ 1,160.00	£ 1,160.00	£ 776.20	£ 1,160.20	£ 776.00	£ 776.20	£ 777.00	£ 675.40						£ 7,261.00
Water Rates	£ 176.50					124.83								£ 301.33
Total Expenses	£ 2,125.65	£ 2,078.00	£ 1,524.54	£ 3,556.68	£ 2,005.15	£ 2,970.38	£ 3,317.69	£ 3,931.28	£ -	£ -	£ -	£ -	£ 19,490.57	



Summary income and expenses YE 30-6-24

Income	July	August	September	October	November	December	January	February	March	April	May	June	Total	O/S @ 30-6-24
<b>Hall Hire</b>														
Brownies	£ 14.00	£ -	£ 21.00	£ 28.00	£ 28.00	£ 14.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00	£ 16.00		£ 225.00	£ -
Emma Williams Dance	£ 94.50	£ 157.50	£ 126.00	£ 126.00	£ 157.50	£ 63.00	£ 144.00	£ 180.00	£ 144.00	£ 144.00	£ 180.00		£ 1,516.50	£ -
Grant income							£ 540.00						£ 540.00	£ -
Hollie (TKD)	£ 147.00	£ 189.00	£ 147.00	£ 133.00	£ 126.00	£ 91.00	£ 120.00	£ 176.00	£ 184.00	£ 216.00	£ 168.00		£ 1,697.00	£ -
Karate	£ 52.50	£ 31.50	£ 42.00	£ 52.50	£ 42.00	£ 21.00	£ 48.00	£ 48.00	£ 36.00	£ 48.00	£ 48.00		£ 469.50	£ -
Drop In Playscheme	£ 189.00	£ 812.00	£ 14.00	£ 63.00	£ 112.00	£ -	£ -	£ 256.00	£ 200.00	£ 176.00	£ 176.00		£ 1,998.00	£ -
Drop In Playtots	£ 777.00	£ -	£ 983.50	£ 1,036.00	£ 983.50	£ 829.50	£ 1,008.00	£ 972.00	£ 960.00	£ 948.00	£ 1,032.00		£ 9,529.50	£ -
Polling Fees											£ 232.50		£ 232.50	£ -
Private	£ 63.00	£ 28.00	£ 56.00	£ 47.50		£ 24.00	£ 16.00	£ 16.00	£ 48.00	£ 63.00	£ 54.00		£ 415.50	£ -
Rainbows	£ 14.00	£ -	£ 21.00	£ 28.00	£ 28.00	£ 14.00	£ 32.00	£ 24.00	£ 24.00	£ 24.00	£ 16.00		£ 225.00	£ -
Sam An Kendo	£ 52.50	£ 21.00	£ 31.50	£ 42.00	£ 21.00	£ 21.00	£ 24.00	£ 36.00	£ 48.00	£ 36.00	£ 60.00		£ 393.00	£ -
Sarah Burnell Dance	£ 94.50	£ -	£ 126.00	£ 126.00	£ 119.00	£ 87.50	£ 144.00	£ 136.00	£ 108.00	£ 108.00	£ 144.00		£ 1,193.00	£ -
Yoga			£ 14.00	£ 28.00	£ 21.00	£ 35.00	£ 24.00	£ 32.00	£ 32.00	£ 24.00	£ 16.00		£ 226.00	£ -
JFC Pitch Fees 2023-24										£ 220.60			£ 220.60	
SFC Pitch Fees 2023 -24											£ 1,182.20		£ 1,182.20	
<b>Total Hall Hire</b>	<b>£ 1,498.00</b>	<b>£ 1,239.00</b>	<b>£ 1,582.00</b>	<b>£ 1,710.00</b>	<b>£ 1,638.00</b>	<b>£ 1,200.00</b>	<b>£ 2,132.00</b>	<b>£ 1,900.00</b>	<b>£ 1,808.00</b>	<b>£ 1,811.00</b>	<b>£ 2,142.50</b>	<b>£ -</b>	<b>£ 20,063.30</b>	<b>£ -</b>

<b>3G Income</b>	<b>£ 970.00</b>	<b>£ 1,235.00</b>	<b>£ 1,000.00</b>	<b>£ 1,390.00</b>	<b>£ 1,745.00</b>	<b>£ 1,065.00</b>	<b>£ 1,755.00</b>	<b>£ 1,570.00</b>	<b>£ 1,420.00</b>	<b>£ 1,405.00</b>	<b>£ 1,010.00</b>		<b>£ 14,565.00</b>
<b>Total Income</b>	<b>£ 2,468.00</b>	<b>£ 2,474.00</b>	<b>£ 2,582.00</b>	<b>£ 3,100.00</b>	<b>£ 3,383.00</b>	<b>£ 2,265.00</b>	<b>£ 3,887.00</b>	<b>£ 3,470.00</b>	<b>£ 3,228.00</b>	<b>£ 3,216.00</b>	<b>£ 3,152.50</b>	<b>£ -</b>	<b>£ 34,628.30</b>

<b>Payments</b>													
3G Repairs / Maintenance			858.74			£ 6.52		£ 139.44		£ 42.48			£ 1,047.18
Admin / Accountant		£ 1.10	£ 1,435.00		£ 243.00			£ 310.80	£ 2.40		£ 13.50	£ 1.25	£ 2,007.05
Cleaning	£ 47.14		£ 31.52	£ 22.14	£ 163.86	£ 40.34	£ 7.15	£ 20.34		£ 15.36		£ 30.13	£ 377.98
Donation					£ 25.00						£ 19.00		£ 44.00
Heat & Light		£ 918.23	£ 501.32	£ 331.21	£ 573.97	£ 1,969.07	£ 776.35	£ 1,538.83	£ 1,122.78	£ 1,058.89	£ 401.90	£ 328.58	£ 9,521.13
Insurance							£ 1,214.94						£ 1,214.94
PAYE	£ 76.00	£ 76.00	£ 36.00	£ 56.00	£ 56.00	£ 60.60	£ 60.60	£ 156.60	£ 156.60	£ 163.80	£ 163.80	£ 164.00	£ 1,226.00
PHS Sanitary service	31.81		£ 35.34	£ 35.34			£ 35.34						£ 137.83
PRS												£ 439.52	£ 439.52
RCT Chargeback					£ 103.28		£ 915.94			£ 491.19	£ 327.60		£ 1,838.01
Repairs & Renewals	£ 21.92	£ 184.55	£ 301.99	£ 72.00	£ 1,197.99	£ 137.80	£ 138.99	£ 181.00	£ 1,647.31	£ 8.00	£ 37.68	£ 22.99	£ 3,952.22
Wages	£ 709.00	£ 708.00	£ 885.00	£ 748.00	£ 728.00	£ 885.00	£ 783.40	£ 1,167.40	£ 1,167.40	£ 1,160.20	£ 1,160.20	£ 1,160.00	£ 11,261.60
Water Rates							£ 168.41						£ 168.41
<b>Total Expenses</b>	<b>£ 885.87</b>	<b>£ 1,887.88</b>	<b>£ 4,084.91</b>	<b>£ 1,264.69</b>	<b>£ 3,091.10</b>	<b>£ 3,099.33</b>	<b>£ 4,101.12</b>	<b>£ 3,514.41</b>	<b>£ 4,096.49</b>	<b>£ 2,939.92</b>	<b>£ 2,123.68</b>	<b>£ 2,146.47</b>	<b>£ 33,235.87</b>

Profit / Loss

Profit / Loss

£ 1,392.43

Brynna Community Centre Bank account balances  
Current account and savings account



## Transactions

Account type: Business Current

Account number: 17732964

Sort code: 010155

Account name: BRYNNA COMMUNITY CEN

### Your transactions

Date: 31 Mar 2025

Showing: 28 Feb 2025 to 28 Mar 2025, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
28 Mar 2025	DPC	WAGES , BRYNNA CC , VIA ONLINE - PYMT , FP 28/03/25 40 , 37023336212673000N		£433.00	£5,711.22
28 Mar 2025	DPC	WAGES , BRYNNA COMMUNITY C, VIA ONLINE - PYMT , FP 28/03/25 40 , 42023336221533000N		£242.40	£6,144.22
28 Mar 2025	BAC	EMMA LOUISE SCHOOL, EMMA DANCE FEB , FP 27/03/25 2204 , 600000001531573581	£114.00		£6,386.62
27 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 270325 , FP 27/03/25 1008 , 500000001531398507	£25.00		£6,272.62
26 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS WED 8PM , FP 26/03/25 1101 , P3X8CQRKSDP7EJS594	£25.00		£6,247.62
24 Mar 2025	DPC	LEYSHON M & L , LEYSHON 23/03 , VIA MOBILE - PYMT	£30.00		£6,222.62
20 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 200325 , FP 20/03/25 1825 , 500000001527757507	£25.00		£6,192.62
19 Mar 2025	D/D	CRONER GROUP LTD , CGL928912		£252.35	£6,167.62
19 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS - WED8PM, FP 19/03/25 1606 , PJ2VOVGHI9U031JQEM	£25.00		£6,419.97
19 Mar 2025	BAC	SARA KULPA , LLANHARAN RFC U10S, FP 19/03/25 1624 , 250319162444796255	£120.00		£6,394.97
17 Mar 2025	POS	1938 16MAR25 , 1PMOBILE , LONDON NW9 5A GB		£1.07	£6,274.97
17 Mar 2025	DPC	Laser Fire & Secur, BRYNNA COMM. CNTR, VIA ONLINE - PYMT , FP 17/03/25 10 , 40174548199213000N		£200.00	£6,276.04
17 Mar 2025	DPC	POINTON M , MATTHEW, 16/03/25 , VIA MOBILE - PYMT	£15.00		£6,476.04
17 Mar 2025	BAC	TALBOT GREEN FOOTB, TG 15/3 , FP 15/03/25 1344 , 100000001515926985	£15.00		£6,461.04
14 Mar 2025	DPC	EDF ENERGY , 8915505581 , VIA ONLINE - PYMT , FP 14/03/25 10 , 19104022558948000N		£308.25	£6,446.04
14 Mar 2025	DPC	THOMAS Z/JW , FOOTBALL - FEB , VIA MOBILE - PYMT	£160.00		£6,754.29
14 Mar 2025	BAC	J ALLEN , JOLENE 090325 , FP 13/03/25 2030 , 100000001514913753	£15.00		£6,594.29

Date	Type	Description	Paid in	Paid out	Balance
14 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 130325 , FP 13/03/25 1924 , 400000001528892939	£25.00		£6,579.29
12 Mar 2025	BAC	CHRISTOPHER LEWIS , DAI LEWIS , FP 12/03/25 1131 , PG3N4EA9RI4FP53B29	£25.00		£6,554.29
12 Mar 2025	BAC	LLAN COMM PJ , AB ELECTRICAL SERV, FP 12/03/25 1422 , 752057552241213001	£30.00		£6,529.29
11 Mar 2025	POS	1938 10MAR25 , 1PMOBILE , LONDON NW9 5A GB		£30.00	£6,499.29
11 Mar 2025	DPC	AB ELECT SERVS , INVOICE 09-03-25 , VIA ONLINE - PYMT , FP 10/03/25 10 , 11192449988897000N		£30.00	£6,529.29
10 Mar 2025	DPC	LEYSHON M & L , LEYSHON 09/03 , VIA MOBILE - PYMT	£30.00		£6,559.29
10 Mar 2025	DPC	POINTON M , Matthew, 09/03/25 , VIA MOBILE - PYMT	£15.00		£6,529.29
07 Mar 2025	BAC	THE LIONS RAW 2017, TOUCH 060325 , FP 06/03/25 1850 , 100000001511087592	£25.00		£6,514.29
07 Mar 2025	BAC	LLANHARAN RF , LLANHARAN RFC , FP 07/03/25 1312 , 486711832131703001	£105.00		£6,489.29
05 Mar 2025	D/D	TOTALENERGIES G&P , 1202679		£528.79	£6,384.29
05 Mar 2025	DPC	HMRC CUMBERNAULD , 120PG02637973 , VIA ONLINE - PYMT , FP 05/03/25 40 , 20023208072041000N		£60.60	£6,913.08
05 Mar 2025	DPC	POINTON M , 3g , VIA MOBILE - PYMT	£15.00		£6,973.68
04 Mar 2025	DPC	PENCOED RFC M&J , PENCOEDRFC FEB24 , VIA MOBILE - PYMT	£45.00		£6,958.68
03 Mar 2025	DPC	ROGERS SG , MONDAY 8PM JAN 25 , VIA MOBILE - PYMT	£75.00		£6,913.68
03 Mar 2025	DPC	BRYNNA JFC , BRYNNA3G FEB 25 , VIA MOBILE - PYMT	£555.00		£6,838.68
03 Mar 2025	DPC	DAY HM , Kayleigh - Party , VIA MOBILE - PYMT	£16.00		£6,283.68
03 Mar 2025	DPC	LEYSHON M & L , LEYSHON 02/03 , VIA MOBILE - PYMT	£30.00		£6,267.68
03 Mar 2025	DPC	BURNELL S C V03 , SBURNELL Feb 25 , VIA MOBILE - PYMT	£148.00		£6,237.68
03 Mar 2025	BAC	HAYES M A , BRYNNA O/50S WF , FP 03/03/25 1000 , 956270350001303001	£25.00		£6,089.68
03 Mar 2025	BAC	MCGRATH E , 3G 3-4PM 1ST MARCH, FP 01/03/25 1215 , 492427845121103001	£12.00		£6,064.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 24/02 , FP 01/03/25 1105 , QGOMVGZP29L6R2D5WR	£25.00		£6,052.68
03 Mar 2025	BAC	TAEKWON-DO ACADEMY, SALLY EDWARDS , FP 01/03/25 1057 , PNTWQIER0VZDFBTFSI	£16.00		£6,027.68



Date	Type	Description	Paid in	Paid out	Balance
03 Mar 2025	BAC	HOBBS RJ&JE , RAINBOWS/BROWNIES , FP 01/03/25 1117 , 680925347111103001	£48.00		£6,011.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 10/02 , FP 01/03/25 1104 , Z5Q12K9M98Z6R2RJ4X	£25.00		£5,963.68
03 Mar 2025	BAC	TAEKWON-DO ACADEMY, FP 01/03/25 1056 , PQOIS4W77IELF7J9F5	£176.00		£5,938.68
03 Mar 2025	BAC	ZACHARY GLEAVE , BRYNNA 3G 17/02 , FP 01/03/25 1105 , Z5LP2LM1M0POQN7OE8	£25.00		£5,762.68
03 Mar 2025	BAC	BETHAN DAVIES YOGA, HALL HIRE-FEB 25 , FP 02/03/25 1735 , PSVTZUNTJRMGMII4FG	£32.00		£5,737.68
28 Feb 2025	DPC	[REDACTED] WAGES , BRYNNA COMMUNITY C. VIA ONLINE - PYMT , FP 28/02/25 40 , 35023449851541000N		£242.40	£5,705.68
28 Feb 2025	DPC	[REDACTED] WAGES , BRYNNA CC , VIA ONLINE - PYMT , FP 28/02/25 40 , 28023449846114000N		£433.00	£5,948.08
28 Feb 2025	BAC	LLAN COMM PJ , PLAYTOTS DEC 2024 , FP 28/02/25 1819 , 375211909181822001	£444.00		£6,381.08

© National Westminster Bank plc, downloaded from the NatWest online transactions service on 31 March 2025. Search 'transactions' on natwest.com for more information.

National Westminster Bank plc, registered in England and Wales No. 929027. Registered office: 250 Bishopsgate, London EC2M 4AA. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.



NatWest

## Transactions

Account type: Business Reserve Account

Account number: 17732972

Sort code: 010155

Account name: BRYNNA COMMUNITY CEN

### Your transactions

Date: 31 Mar 2025

Showing: 28 Feb 2025 to 28 Mar 2025, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
28 Feb 2025	INT	28FEB GRS 17732972	£32.71		£34,148.03

© National Westminster Bank plc, downloaded from the NatWest online transactions service on 31 March 2025. Search 'transactions' on natwest.com for more information.

National Westminster Bank plc, registered in England and Wales No. 929027. Registered office: 250 Bishopsgate, London EC2M 4AA. Authorized by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

# Alan Lewis Ltd

Sports Surface Consultant and Groundstaff Mentor

## Performance Specification for Secondary Drainage and Renovation of the Lower Football Pitch

for

**Brynnna FC**

7<sup>th</sup> March 2025

This specification is the property of Alan Lewis Ltd, and copyright therefore lies with Alan Lewis, it may not be reproduced in either full or part without the express permission of the Author.

## Specification Details

<b>Specification type.</b>	<p>This specification is performance quality standard (PQS) based document. The standard of surface and material performance at set and maintained by The Grounds Management Association (GMA) and endorsed by many sporting bodies. Full standards can be seen on GMA web site <a href="http://www.gma.org">www.gma.org</a> The standards used for the surface in this project is in the appendices.</p>
<b>Specification and Project Standards.</b>	<p>There are 3 standard set in PQS, High, Standard and Basic. For this project, the contractor must achieve a High standard. Surface performance or material that does not reach this standard must be brought up to standard or replaced.</p> <p>In some circumstances a lower standard will be accepted but only with written agreement of the client and Alan Lewis Ltd.</p>
<b>Standard Testing.</b>	<p>All the surface and material testing will be done using British and European test Methods.</p> <p>The specification will set out time in the project when a surface test is required <b>or</b> when the contractor is required to supply a sample of material.</p> <p>For these tests Alan Lewis Ltd will work with the contractor so was possible the project is not held up waiting for test results.</p>
<b>Practical Completion</b>	<p>A Practical Completion Certificate is issued when the contractor has completed all the items in the specification. The issuing of a Practical Completion Certificate start the 12-month default period.</p>
<b>Project Completion</b>	<p>A Project Completion Certificate is issued after the 12 default period and the surface are to standard set out in the specification. The surface test is usual completed after the contractor's period of maintenance. Then retention is paid.</p>

## Site Details

**Site Details**

Brynna FC

**Site Address:**

Recreational Fields  
Off Church Lane  
Brynna  
CF72 9QP

**Site Contact**

Roger Turner  
01656 863045

**Specification issued by: - Dr Andy McLeod MSc**

On behalf of

Alan Lewis Ltd  
1A Crowmeole Lane  
Shrewsbury  
Shropshire  
SY3 8AX

Mobile 07484 074904  
Email [alanlewis1910@btinternet.com](mailto:alanlewis1910@btinternet.com)

**Date of Issue:**

March 2025



## Project Health and Safety

The contractor shall carry out all operations concerned with the project and the specified works in accordance with all current and future legislation and the Construction (Design and Management) Regulations 2015 (CDM) where applicable.

The contractor will have on site, always, all necessary documentation to comply with health and safety legislation i.e.

A Health and Safety Policy

Risk Assessments

Method Statements

COSHH Assessments

The Provision of Work Equipment Act.

If this project is within the scope of the CDM Regulations' (2015), the contractor shall submit a Health and Safety Plan to the Planning Supervisor prior to being on site and work commencing.

The contractor shall ensure that his insurances and rate are adequate to meet the cost of making all necessary arrangements for Health and Safety and welfare of all persons affected by the works and omissions.

## Project.

Alan Lewis Ltd have been invited by Brynna FC to provide specifications for the secondary drainage and renovation of the lower football pitch.

### Important project information.

1. The sites access are in public parks and must be always kept clear.
2. The sites are open to the public; safe working practices must be followed always to ensure all members of the public are kept safe always. Even though no major excavation is to take place the site is to be signed under all present Health and Safety legislation for the period of the project.

### Project Outline

1. Secondary drainage with sand grooving
2. Full renovation with sand dressing of on winter games pitch.
3. All waste to be removed on site.

**Table 1. Dimensions for the Project**

Site	Operation	Additions	Project Area Renovation	Sand Grooving
Brynna FC	Secondary drainage and renovations		5,800 m <sup>2</sup>	5,800 m <sup>2</sup>

The specification constitutes a general technical proposal, which includes recommended construction and performance standards for the development of the required facilities. The Contractor should assume that any necessary earthworks and grading will have been undertaken by their company.

The contractor is to agree a programme for the works with Brynna FC and Alan Lewis Ltd at the prestart meeting to suit the needs of the end user as far as is practicable. The contractor will be expected to be pro – active in this regard and be prepared to revise and modify the programme to suit any changing conditions in agreement with the Client and consultant.

The Contractor shall be deemed to have examined the site and its surrounds and to have satisfied himself as to the full extent and character of the operations, the form and nature of the site, the means of access, local conditions, supply of labour and materials, and to

have obtained all the necessary information regarding any risks or circumstances affecting his tender. No claims on the grounds of lack of knowledge in any such respects will be considered.

Access to site is from Church Street, Brynna.

The site may be inspected by prior appointment by contacting **Roger Turner**  
This document includes:

- Performance design specifications
- Material specifications

The proposed start date will be **May 2025**. All designs comply with The Grounds Management Association (GMA) Performance Quality Standards (PQS) and are compliant with WRU/WFA/Sport Wales guidelines.



*(Not to scale)*

**Project Preliminaries**

**for**

**Brynna FC**

## **PROJECT PRELIMINARIES**

### **1. Introduction**

#### **Project description**

The secondary drainage and renovation of the lower football pitch at Brynna FC.

#### **Names of Parties**

The work is to be carried out for Brynna FC.

The Supervising Officer will be a consultant from Alan Lewis Ltd.

### **1.2 General Requirements**

- **Form of Contract**

Terms and conditions laid out in this specification form the contract or if required a JCT or minor works contract is used.

- **Drawings and Specifications**

The accompanying drawings and specifications are intended to convey an accurate description of the nature, extent, and standard of work to be performed by the contractor. The contractor must visit the site, to make himself fully acquainted with what is required, and quote accordingly. Should the contractor be in any doubt regarding the true meaning and intent of any of the clauses in the conditions of contract, specifications or details shown in the drawings, he should be invited to have these fully resolved before submitting his tender. No extras will be allowed for, including any loss or expense involved through a misunderstanding arising from the contractor failure to comply with the requirements.

The tender must include for carrying out the work strictly in accordance with the true intent and meaning of the drawings and specifications. Minor works not specifically mentioned but obviously necessary and customary in the trade will be deemed to be allowed for in the contractor's price.

- **Programme**

The contractor shall, before being given possession of the site, prepare and submit the proposed programme for the execution of the works, for comment by the employer. Thereafter, the contractor shall amend and revise the programme as required by the Conditions of Contract or as requested by the employer. The contractor shall supply a Gantt chart illustrating each primary stage of the project; it shall show the level of detail appropriate to each stage of the Works and all activities and restraints, each of which shall be given a short title. All events shall be numbered and annotated with earliest and latest event dates.

- **Method Statement**

The contractor shall provide, prior to contract, a statement describing their proposed general and detailed arrangements, and methods for carrying out the

works. The statement shall include details of how all stages of the works will be executed. This should include the detail of procedures to ensure the specified performance parameters are attained and the appropriate climatic conditions required for surface installation. It shall also highlight the appropriate health and safety requirements and any specialist training the site personnel will require before working on the site.

- **Sub-contracting**

The contractor shall not sub-let any part of the works without the written consent of the client's representative. Any intention to sub-contract any part of the works shall be notified to the client's representative when the tender is submitted and full details of the sub-contractor/s shall be provided, e.g., name and address and the phase/s of the work they are to undertake.

- **Method Statement**

The contractor shall provide, prior to contract, a statement describing their proposed general and detailed arrangements, and methods for carrying out the works.

- **Supervision**

The contractor shall ensure adequate managerial supervision of the site and shall provide in his tender for a competent foreman to be continuously employed on the site while work is in progress and for him, as the contractor's representative, to receive and carry out any instructions given him by the client's representative.

- **Documents**

The contractor shall keep at the site of the works copies of the contract drawings and specification; these to be always available to his foreman and the client's representative.

- **Procedure**

No variation from the sequence and nature of the works detailed in this Specification will be permitted except with the prior written consent of the client's representative.

- **Site Meetings**

The Contractor will attend periodic meetings on site as required.

- **Insurance**

The tender and rates shown in the Bill of Quantities shall be deemed to cover all insurance, in particular the following:

- Employer's Liability
- Fatal Accidents
- National Insurance
- Third Party Risks

and to indemnify the client against all claims and losses. The contractor will not be allowed to take possession of the site until the insurance policies required under the General Specification have been examined and approved. The contractor is to forward the insurance policies suitably endorsed to the client as soon as possible after the acceptance of the tender and before entering the site.

- **Standard of Work**

Any works shall be subject to inspection and approval by the client's representative before the contractor completes operations.

- **Approval of Work**

No work shall be proceeded with until any previous operations thereby likely to be concealed have been inspected and approved.

- **Warranty**

The contractor shall provide a written warranty in respect of the manufacture, installation and performance of those materials selected by them and placed in the permanent works. The warranty will be such that the contractor will indemnify the client for all aspects of the works whether sub-contracted or not.

- **Private and Publicly Owned Services**

The information in the Contract as to the whereabouts of existing services and mains is believed to be correct but it shall be the responsibility of the Contractor to verify the completeness and accuracy of the information prior to the commencement of any works.

Any services affected by the works must be temporarily supported or protected by the Contractor who must take all measures required by the various bodies to protect their services and property during the progress of the works.

- **Payments**

Payments shall be made on completion to the extent of 90% of the estimated value of the work completed to date. The balance is to be paid 5% on certified completion of the work and the remaining 5% at the end of the defect's liability period provided all the conditions in respect of rectification of defects have been complied with.

In valuation for interim certificates 80% of the value of any materials delivered on site but not used may be considered.

Interim certificates will not normally be issued where the total value of the amount of any payment would be less than £500.

The contractor shall pay sub-contractors for works completed by them within twenty-one days following payment to the contractor of interim certificates. The client's representative must receive a receipt from the sub-contractors verifying

that payment has been made to them before further interim payments can be made.

- **Police Regulations**

The contractor shall allow for all costs incurred by him in ascertaining and complying with any police regulations.

- **1.2 Working Practices and Materials**

**Labour, plant etc.**

The contractor shall supply all labour, approved tools, plant, and equipment necessary to the efficient execution of the work. He shall comply with all statutory regulations and shall provide such storage sheds, canteens, latrines, and shelters as may be required, maintaining same during the contract in a thoroughly sanitary and hygienic manner and clear away on completion to the satisfaction of the client's representative. All temporary accommodation shall comply with the Offices, Shops and Railway Premises Act 1963 and shall meet the British Standard or other appropriate specifications and Health and Safety requirements current during the period of the Contract.

All off-loading of materials and plant, including that belonging to subcontractors, is to take place WITHIN the boundaries of the site, except by specific agreement with the client's representative.

- **Machinery**

All traffic shall be confined to approved routes within the site. The use or passage of heavy earth moving equipment will not be allowed on site following the return of the topsoil. Only recognised construction machinery of an approved type shall then be used to complete the specified works unless otherwise agreed by the client's representative.

- **Provision of Materials**

An approved list of material suppliers will be submitted to the Contractor by the clients' representative. Exceptions will be considered if costs and specifications are the same. Any material samples or intermediate stages of the work, when tested, be found by the employer or their agent to be unsatisfactory or likely to produce unsound work, will be rejected. This will include the whole consignment which the sample represents which shall be removed and the contractor shall take suitable corrective action. All rejected materials shall be removed and replaced at the contractor's own expense.

Any delays caused by the rejection of the sample/work shall not, in any way, relieve the contractor from his responsibility about completion within the contract period.

- **Control of Dust**

The contractor shall conduct his operations so that as far as possible any dust settles within the site and is not carried beyond the immediate working area.



The contractor shall also undertake a daily visual inspection of vehicles (if any) parked in the site compound areas and adjacent the areas of working for the presence of any settled dust.

The contractor shall adjust the location of any excavation, regarding or filling operations considering wind direction and speed.

Any stockpiles of material subject to wind whipping shall be damped down and covered to ensure satisfactory dust control.

The contractor shall ensure that airborne dust is kept to a minimum by the regular use of water bowzers during periods of dry weather. The contractor shall also deploy other water spraying equipment as required to control dust emissions whenever significant fugitive dust emissions are created or are likely to be generated by site operations.

- **Control of Noise and Vibration**

The contractor shall employ practical means to minimise noise and vibration produced by his operations and shall have regard to the recommendations in BS 5228 Noise Control on Construction and Open Sites, the Noise Abatement Act 1960, and all amendments thereto, and the Department of the Environment advisory leaflet No.72 Noise Control and Building Sites and all subsequent Acts and publications.

- **Inclement Weather**

The works or any part thereof shall be suspended temporarily by the client's representative when, in his opinion, working conditions are unsuitable due to inclement weather. Work must cease when conditions are such that puddling and/or deep rutting of the soil or any other detriment could result.

- **Handwork**

The contractor shall allow in his pricing for the hand working on parts and conditions where the use of machinery will not produce results to the satisfaction of the client's representative even though specific reference is not made to such in the body of this specification.

- **Aggregates Tax**

Allowance shall be deemed to be included within the tender for all costs accruing from the Aggregates Tax, which was introduced on 1<sup>st</sup> April 2002. No claim arising from allowance or tax than is required will be considered.

- **Water for Working**

The Contractor shall be permitted to use the Client's water supply free of charge for the purpose of the works but must supply the necessary hose or temporary piping, etc. and exercise due care in the use thereof to avoid waste.

- **Defects Liability Period**

The contractor shall be responsible for correcting any faults arising from poor work or faulty materials for twelve months after the completion date.

- **1.3 Site Specific Information**

- **Site Restrictions**

The contractor shall confine his work men and material, plant etc. to the area of the working site and agreed designated storage area and access routes.

- **Surface and Ground Water Run Off**

The contractor shall make all necessary temporary provision for the surface and ground water run off from the working areas, during the period between the start of the works and the final connection to a drainage outfall.

- **Storage of Equipment and Materials**

All equipment and materials shall be stored on areas as shown on the drawings or otherwise as agreed. The Contractor shall be responsible for reinstating any such areas at his cost unless otherwise allowed for in the Bill of Quantities

- **Maintenance of Public Roads Etc.**

The Contractor shall be responsible for keeping clean all public roads, pavements, verges, and other areas and for making good at his own expense any damage thereto when carrying out the works. The contractor shall be responsible for avoiding any infringements of local traffic regulations.

- **Parking**

The parking of the contractor's and employees' vehicles will be restricted to his compound. The surrounding roads may not be used for the parking of vehicles that are related to the activities of the works or those employed on or visiting the site.

- **Off Site Trespass**

Allow for all measures and precautions necessary to prevent any trespass upon adjoining land or property and to preclude any rubbish, materials, etc from being deposited thereon.

- **Boundary Protection**

The contractor should allow for protecting and avoiding all damage to adjoining owners' boundaries.

- **Restriction of Advertising**

The contractor shall not use, nor let, the site or any part there of, for the advertising purposes save only that he may exhibit his own name and address together with those of his suppliers. The board shall also display the title of the works, and such boards shall be approved before erection.

- **Tidiness and Clearance**

At all times, the site shall be kept in a tidy condition, all surplus earth and rubbish being cleared as work proceeds. The contractor shall clear away all surplus materials on completion and leave the site in a clean and tidy condition right to contract boundaries to the satisfaction of the client's representative.

- **Protection of Trees and Shrubs**

The contractor shall carefully preserve and protect all trees and shrubs on the site from damage, until completion of the works. Individual trees maybe protected in accordance with client's representatives' instructions.

# **Project Specification**

**for**

**Brynna FC**

## **1.0 Mobilisation**

Materials and equipment shall be stored within the boundary of the proposed compound. The site of the compound will be agreed at the pre-start meeting.

### **1.1 Scan for Services**

The contractor must investigate and scan the area for services and under obstructions and mark the position.

## **2.0 Operations**

### **2.1 Repair Goalmouths & Low areas**

Loosen, import 20 tonnes of sandy topsoil and grade the goalmouth areas and low areas on pitch. Any excess material can be used to grade the depression on the touchline of the pitch. The levels should conform to the relevant standard and match the surrounding surface levels.

### **2.2 Sand Grooving**

The sand grooves shall be installed into an established pitch at right angle to any primary pipe drainage. It shall include the spectator area of the pitch located at the base of the bank between the two pitches.

Using a Blec Vibra-Sandmaster, or similar equipment sand grooves shall be cut through the surface of the pitch and training area. The sand grooves shall be approximately 20 mm wide x 200 mm deep and shall be spaced at approximately 260 mm centres depending on the machine used.

The Contractor shall allow for the variability of ground conditions and the need to alter the sequence of cultivation operations at the time of undertaking these works to ensure an effective working method is implemented throughout.

### **2.3 Sand top dressing**

Import and apply evenly 110 tonnes of medium coarse sports sand and work into the surface.

### **2.4 Aeration**

Aerate the area with a solid tine cam action aerator to a minimum depth of 250 mm with 25 mm tines, depending on soil profile make up. The aerator should also apply some heave or lift action on the soil.

### **2.5 Fertiliser**

Apply an approved pre-seeding fertiliser, at the manufacturers recommended rate and using an approved distributor, to the total area of the football pitch the fertiliser shall be lightly worked into the surface using a suitable method.

## **2.6 Apply grass seed**

Supply and sow a 100% perennial ryegrass seed mix using cultivars selected from Turfgrass Seed 2024 produced jointly by The British Society of Plant Breeders Ltd and STRI.

The seed shall comply with the minimum standards set out in the Seed Regulations. Details of the proposed seed mixture shall be submitted for approval prior to commencing work.

**The seed mix must contain 50% Tetraploid Rye grasses.**

The seed shall be direct drilled evenly with an approved distributor at a rate of 35 g/m<sup>2</sup>.

The seed shall be lightly brushed into the surface taking care to avoid creating ridges in the prepared surface or shall be sown using an approved slit seeder with a minimum of 2 passes in different directions.

## **2.7 Brush**

The area is to be brushed or drag matted in a minimum of two directions to work all material into the surface.

The Contractor shall allow for the variability of ground conditions and the need to alter the sequence of cultivation operations at the time of undertaking these works to ensure an effective working method is implemented throughout.

## **3.0 Alternates to specification**

Install 150 mm diameter rigid pipe; including fittings; in accordance with BS 4962; ring joints in the running length to connect soakaway with the adjacent culvert. Any damage to the existing footpath shall be reinstated.

## **4.0 Material Specifications**

Within 14 days of the contract being awarded, the Contractor shall submit to the Alan Lewis Ltd, a list of the suppliers from whom they propose to purchase the material necessary for the execution of the works. Each supplier must be willing to admit the Alan Lewis Ltd to their premises during ordinary working hours for the purpose of obtaining samples of the materials in question. Alternatively, the Contractor shall deliver the samples of material to the Alan Lewis Ltd, if requested. Sample sizes shall be in accordance with the relevant British Standard where applicable, or shall be of a reasonable size as requested by the Alan Lewis Ltd. Materials subsequently supplied shall conform with any specified tolerances to the quality of samples, which have been approved by the Alan Lewis Ltd.

The information regarding the names of the suppliers may be submitted at different times, although in accordance with the above. No source of supply shall be changed

without the Alan Lewis Ltd' prior approval. When any material or article is required to comply with the relevant British Standard, such materials or article, or its container, shall bear the stamp of the registered certification trademark of the British Standards Institute. Alternatively, the Contractor shall submit to the Alan Lewis Ltd test certificates furnished by the supplier or manufacturer of the material or article, indicating compliance with the relevant British Standard.

All such materials liable to deterioration or damage shall be stored in such a way that they shall be in accordance with the specification at the time of use and will not deteriorate in use.

### **Particulate Materials**

All particulate materials used in the drainage system and the contract, will conform to the appropriate standard as indicated in this specification. The Contractor will ensure that all materials used, other than soil, achieve the following:

- a. Resist the effects of frost or drought,
- b. Will not change their structure,
- c. Retain their shape,
- d. Will provide a stable structure,
- e. Will not break down because of weathering, or activities on the surface,
- f. Will not fuse together,
- g. Will not affect the performance of the installation outside the parameters indicated within this specification.

### **Standard of Particulate Material for use in sand grooves.**

Type/Name of Material: **Medium Sand**  
 Main Range of Particles: 0.500 mm to 0.250 mm  
 Breakdown of Particle Range:  
 Particles between 1.000 mm and 0.500 mm not to exceed 10% of total  
 Particles between 0.500 mm and 0.250 mm to be 55% to 80% of total  
 Particles between 0.250 mm and 0.125 mm to be 15% to 40% of total  
 Particles below 0.125 mm not to exceed 5% of total  
 Particle Shape: Rounded to Sub-rounded  
 % of Particles in Required Shape: 90%  
 Minimum Hydraulic Conductivity: 1,000 mm per hour

### **Grass Seed**

All seed will be certified (OECD Green or Blue Label Certification). Purity, germination, harvest, and origin of each mixture component must be indicated on the tender document and attached to each bag. Only approved cultivars, which comply with the following criteria, shall be acceptable. Grass seed for winter games pitches:

Mixture to be composed of 100% perennial ryegrass; a minimum of three different cultivars of Perennial Ryegrass to be used in the mixture. **The seed mix must contain 50% Tetraploid Rye grasses.**

Cultivar criteria in accordance with the 'Turfgrass Seed 2024, produced jointly by The British Society of Plant Breeders Ltd and STRI.

Due to the changing nature of turfgrass research and development, different mixtures based on the above may be permitted, subject to the prior approval of the client.

### **Fertiliser**

A Certificate for Nutrient Analysis Content shall be provided for each type of fertiliser used. Each fertiliser shall consist of an approved compound containing the specified nutrients and the fertiliser shall be evenly applied at the manufacturers recommended rate.

All fertiliser material shall comply, where applicable, with the Fertilisers Regulations 1990 and all subsequent Amendments.

Autumn Fertiliser: [The Nitrogen content will depend upon at what time during the Autumn period any fertiliser is applied, e.g., a low Nitrogen content will be given during the late Autumn]

Nitrogen 4% to 11%

Phosphate ( $P_2O_5$ ) 2% to 6%

Potash ( $K_2O$ ) 4% to 10%

Spring / Summer Fertiliser: [To be in a ratio of 2:1:1 unless otherwise approved]

Nitrogen 10% to 20%

Phosphate ( $P_2O_5$ ) 5% to 10%

Potash ( $K_2O$ ) 5% to 10%

Pre-Seeding Fertiliser: [To be in a ratio of 1:1:1 unless otherwise approved]

Nitrogen 6% to 10%

Phosphate ( $P_2O_5$ ) 9% to 15%

Potash ( $K_2O$ ) 6% to 10%

### **5.0 Aftercare**

The contractor shall allow for the 3 months aftercare including the following maintenance operation to ensure that the grass is properly established. The aftercare period begins after germination.

#### ***Mowing (5 cuts)***

The grass shall be cut when it has reached a height of 65 mm removing no more than 25 mm of the leaf blade, using a well sharpened rotary mower.

#### ***Aeration***

The area shall be aerated to a depth of 200 mm when the grass is established.

#### ***Over sowing***

Any weak or bare area shall be over sown during the maintenance period.

#### ***Fertiliser***

After six weeks from pre-seed fertiliser is applied a second slow-release fertiliser will be applied.



**Bill of Quantity**

Item	Description	Quantity	Unit	Price (£)
1	Mobilisation		Item	1,190.00
1.1	Check surfaces	5,800	m²	incl
2.1	Repair/level Goalmouths & low areas.		Item	926.69
2.2	Install Sand Grooves	5,800	m²	5,800.00
2.3	Apply Medium/course sport sand	110	tonnes	4,528.70
2.4	Aerate	5,800	m²	580.00
2.5	Supply and apply fertiliser	406	kg	812.00
2.6	Supply and apply seed	290	kg	1,160.00
2.7	Brush the area	5,800	m²	incl
3.0	Alternate - Lay soakaway overflow	30	m	865.00
5.0	3 months Maintenance	5,800	m²	3,564.00
			Total	19,426.39
			Contingency (5%)	971.32
			Sub-total	20,397.71
			VAT (20%)	4,079.54
			Total	£24,477.25

# **Project Appendices**

**for**

**Brynna FC**

**Appendix 1: Schedule of Information to be Included with the Contractors Proposals**

	Document	Included
1	Detailed method statement, giving the methods and sequence of construction operations. This should include a programme of events in the form of a Gantt chart.	<input type="checkbox"/>
2	Specifications of all proposed materials comply with WRFU/FA/ECB standards and BS 7044	<input type="checkbox"/>
4	List of sub-contractors	<input type="checkbox"/>
5	List of suppliers	<input type="checkbox"/>
6	Contractors warranty	<input type="checkbox"/>

## Appendix 2: The Performance Quality Standard

The following table highlights the performance quality standards set out by The Grounds Management Association. The specified sports surface shall qualify to all performance criteria.

### Structural Quality

Performance Standard	Method of Test	Quality Standard		
		High	Standard	Basic
A. Herbage				
i) Length of herbage: during the growing season	1	to be between 25 to 50 mm	to be between 25 to 65 mm	to be between 25 to 65 mm
during the non-growing season	1	to be between 25 to 65 mm	to be between 25 to 75 mm	to be between 25 to 75 mm
ii) Bare area.	3	Max. 20%	Max. 25%	Max. 30%
iii) Total ground cover	3	Min. 80%	Min. 75%	Min. 70%
iv) Desirable grass	3	Min. 75%	Min. 60%	Min. 50%
v) <i>Poa annua</i>	3	Max. 10%	Max. 20%	Max. 30%
vi) Other undesirable grass species	3	Nil	Max. 10%	Max. 20%
vii) Weeds - Large-	3	Nil	Max. 5%	Max. 10%
viii) Weeds - Small-	3	Max. 2%	Max. 10%	Max. 15%
ix) Moss	3	Nil	Nil	Max. 2%
x) Algae and Lichen	3	Nil	Nil	Nil
B. Pests and Diseases				
i) Diseases	3	Nil	Max. 2%	Max. 2%
ii) Earthworms	3	Max. 3%	Max. 8%	Max. 10%
iii) Pests	3	Nil	Max. 1%	Max. 2%
C. Profile				
i) Root depth	4	Min. 150 mm	Min. 100 mm	Min. 75 mm
ii) Thatch depth	4	Max. 5 mm	Max. 10 mm	Max. 15 mm
iii) Rootzone medium	4	Min. 200 mm	Min. 150 mm	Min. 100 mm
iv) Rootzone silt & clay content	14	Max. 6%	Max. 17%	Max. 25%
v) Infiltration rate	5	Min.	Min.	Min.

vi) Evenness: 2m straight edge, or 0.5m straight edge	2	Max. variation 15mm  8mm	Max. variation 18mm  10mm	Max. variation 25mm  12mm
vii) Soil pH	15	6.0 - 7.0	5.8 - 7.5	5.8 - 7.5
viii) Soil nutrient level : P <sub>2</sub> O <sub>5</sub>	11	Index 2	Index 2	Index 2
ix) Soil nutrient level:	12	Index 2	Index 2	Index 2
x) Gradient: Length ways Across the pitch	16	> 1:200 1:150 - 1:100	1:200 - 1:100 1:100 - 1:80	1:100 - 1:80 1:80 - 1:50

### Presentational Quality

Performance Standard	Method of Test	Quality Standard		
		High	Standard	Basic
i) Appearance	Visual	100% uniform texture	Min. 90% uniform texture	Min. 70% uniform texture
ii) Goal posts	13	(a) Uprights are to be at right angles to the surface of the pitch (taking into account the gradient of the pitch).		
iii) Pitch line markings	Visual	Visible from a min. 60m	Visible from a min. 45m	Visible from a min. 30m
iv) Surface debris	Visual	Nil	Nil	Nil
v) Sward colour	Visual	100% uniform	90% uniform	70% uniform

### Playing Quality

Performance Standard	Method of Test	Quality Standard		
		High	Standard	Basic
i) Hardness	10	to be between 65 to 120	to be between 55 to 160	to be between 40 to 180
ii) Traction	9	Min. 45 Nm	Min. 40 Nm	Min. 30 Nm

iii) Vertical ball bounce	7	to be between 25 to 45%	to be between 25 to 50%	to be between 15 to 55%
---------------------------	---	----------------------------	----------------------------	----------------------------

Alan Lewis is the consultant we used previously for the Top pitch. He has carried out a similar survey for the Bottom pitch and has put forward the cheapest most suitable quotation in his summary.

There were only 2 companies that were able to do the work locally, as other companies were too far away and did not quote as they knew they would be too expensive. The price given is the cheapest and have total faith in Alan Lewis's judgement.

The work is slightly cheaper than the Top pitch as it involves different solutions to the problem.

We had a very successful result with the Top pitch, and have every expectations of a similar outcome for the Bottom pitch, should we be successful in being granted the funds.

TAX INVOICE

Brynna FC  
Attention: Roger Turner  
6 Heol Dewi  
Brynna  
Ponyclun  
CF72 9QP

Invoice Date

30 Mar 2025

Invoice Number

1535

Reference

Pitch Project

VAT Number

129323227

1a Crowmeole Lane

Shrewsbury

Shropshire

SY3 8AX

VAT number: 129323227

Description	Quantity	Unit Price	VAT	Amount GBP
Pitch Assessment	1.00	450.00	20%	450.00
Soil Test	1.00	105.00	20%	105.00
Specification and Review	1.00	795.00	20%	795.00
Mileage	168.00	0.45	20%	75.60
			Subtotal	1,425.60
			TOTAL VAT 20%	285.12
			TOTAL GBP	1,710.72

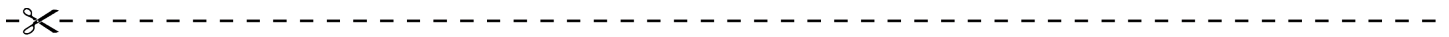
**Due Date: 30 Apr 2025**  
Sort Code 20-77-85 Account Number 53517241 for BACS payments

Please make cheques payable to Alan Lewis Ltd

Terms Strictly 30 days from the date of this invoice.

Mobile: 07484 074904  
Email: alanlewisltd@btconnect.com





# PAYMENT ADVICE

To: 1a Crowmeole Lane  
Shrewsbury  
Shropshire  
SY3 8AX  
VAT number: 129323227

Customer	Brynna FC
Invoice Number	1535
Amount Due	1,710.72
Due Date	30 Apr 2025
Amount Enclosed	<div>Enter the amount you are paying above</div>

## Appendix 6

**To consider incorporating project LCC24/09 'Building condition survey at the welfare shower block' into LCC25/01 'Improvements into the welfare ground shower block', OR reducing the value of LCC25/01 accordingly**

Project LCC25/01 'Improvements to the welfare ground shower block' sits on the Active Project List with a total value of £50,000.

This forms part of an agreement to transfer the asset to LRGT with a commitment to spend up to £50,000 on improvements to the block.

Project LCC24/09 'Building condition survey at the welfare ground shower block' also sits on the Active Project List with a value of £995.

This work is being undertaken to quantify what improvement works may be necessary to improve the shower block and to facilitate the transfer.

The proposal is to delete project LCC24/09 and to take the £995 cost from LCC25/01 with all further costs for the project being allocated to that project.

## **Appendix 7**

See pages 6 – 10 in appendix 3 - Correspondence