

GELLIGAER COMMUNITY COUNCIL
BALANCE OF FUNDS FOR THE FINANCIAL YEAR 2015-16

Balance in Bank as @ 01.04.2015	£32,543.29
Income	94,512.58
Expenditure	53,091.00
Balance to 14/09/2015	73,964.85

Reconciled with Bank Statements as follows:-

A/c Name	Statement No.	Date	Balance
Current (Business Acc)	7	28/08/2015	2,000.00
Bus Bank Instant	71	28/08/2015	69,310.94
30 Day Notice	82	09/07/2015	4,890.21

Expenditure/Income (not yet recorded on bank statements)

Community Council Accounts Balance

-2,236.30

73,964.85

Roman Fort Account

29

29/05/2015

40,200.00

Roman Fort Acc Balance

40,200.00

Payments and Receipts Requiring Approval

Payments

Date	Payee	Description	Net £	Vat £	Gross £	Cheque No
23/07/2015	DP Electrical	Inv 09/07/2015 Smoke detectors & PAT testing	335.00		335.00	2021
23/07/2015	One Voice Wales	Inv LLCC/2015 Conference 8th July	40.00		40.00	2022
23/07/2015	C Mortimer	Salary July 2015	1,112.92		1,112.92	2023
23/07/2015	Playworks	Payroll Bureau Inv 536 HMRC	208.00		208.00	2024
23/07/2015	RCTCBC	Pension Fund Employees 77.22 & Employers 217.02 July	294.24		294.24	2025
27/07/2015	Voyle Construction	Inv 18 - Final Invoice	833.33	166.67	1,000.00	2026
28/07/2015	Pengam Pigeon F/C	Financial Assistance App No 10	250.00		250.00	2027
28/07/2015	The Players Theatre	Financial Assistance App No 11	200.00		200.00	2028
28/07/2015	Eisteddfod y Cymoedd	Financial Assistance App No 12	250.00		250.00	2029
28/07/2015	Cefn Hengoed OAP's	Financial Assistance App No 13	250.00		250.00	2030
28/07/2015	Gelligaer Ladies Bowling Club	Financial Assistance App No 14	200.00		200.00	2031
28/07/2015	The Melody Makers	Financial Assistance App No 15	400.00		400.00	2032
14/08/2015	RCTCBC	Pension Fund Employees 77.22 & Employers 217.02 Aug	294.24		294.24	2033
14/08/2015	C Mortimer	Salary August 2015	1,112.92		1,112.92	2034
14/08/2015	Playworks	Payroll Bureau Inv 554 HMRC	208.00		208.00	2035
03/09/2015	One Voice Wales	Inv 2385 Consultancy Service re: working hours	210.00		210.00	2036
03/09/2015	Bradford's Minibus & Coach Hire	Inv 15302 - Gelligaer to P/Cawl Sat 8/8	650.00		650.00	2037
03/09/2015	County Borough Supplies	GELLR00902122 - 3 notice boards	54.00	10.80	64.80	2038
03/09/2015	C&TC Liaison Committee	Inv 015/2015-2016	300.00		300.00	2039
03/09/2015	The Kiosk	RV Express 23/04 - 23/07/2015	16.10		16.10	2040
03/09/2015	Ty Hafan	Children's Hospice Pantomime raised (excl TYB)	395.80		395.80	2041
16/07/2015	Staples	Stationery	51.05	10.21	61.26	D/C
17/07/2015	Post Office, Magnum Stores	Agenda postage	20.16		20.16	D/C
30/07/2015	D.Emlyn Lloyd Ltd	Keys, wedges	37.35		37.35	D/C
30/07/2015	D.Emlyn Lloyd Ltd	Padiack for side gate	3.25		3.25	D/C
31/07/2015	Everson Sports & Trophies	External signs for office	75.00	15.00	90.00	D/C
03/08/2015	Post Office, Magnum Stores	Postage & registered delivery for VAT claim	31.97		31.97	D/C
02/07/2015	British Gas	Utilities	5.00		5.00	D/D
06/07/2015	E.ON	Utilities	33.00		33.00	D/D
07/07/2015	BT	Utilities	97.32		97.32	D/D
13/07/2015	Dwr Cymru	Utilities	83.52		83.52	D/D
03/08/2015	British Gas	Utilities	5.00		5.00	D/D
05/08/2015	E.ON	Utilities	33.00		33.00	D/D

INCOME					£
09/07/2015	Lloyds Bank	Interest st No.70			1.47
10/08/2015	Lloyds Bank	Interest st no. 71			1.17
14/08/2015	HM Revenue & Customs	VAT Claimed			5,417.99
28/08/2015	Caerphilly County Borough Council	2nd Precept Instalment			43,757.15
11/05/2015	Lloyds Bank	st no. 82			0.21
09/06/2015	Lloyds Bank	st no. 82			0.19
09/07/2015	Lloyds Bank	st no. 82			0.20
29/07/2015	Lloyds Bank	Bank recompensed Gelligaer CC due to Clerks calls and loss of time to bank re: barred debit card			122.00
Total					49,300.38
INCOME Roman Fort Acc					
27/05/2015	Hendai Solar	Community Grant			40,200.00
Total					40,200.00
Presented to the Council Meeting held on: 23 September 2015 Minute No. _____					
Signed Approval by Chairman of Council: _____			Signed Approval by Vice Chair _____		

Reconciled & non reconciled cheques

September 2015

C/F Interest in respect of 14/15 £0.19 +£0.21

-0.4

Reconciled:

Cllr N Quarry Remuneration 2015/16	1988	100.00
Cllr D Cushing Mileage to LLandrindod	2009	87.36
RCTCBC Pension Fund Employees 77.22 & Employers 217.02 June	2010	294.24
C Mortimer June 2015 Salary	2011	1112.92
Playworks Inv 479 tax 203 5.00	2012	208.00
Kidney Wales Walf For Life 2015 (replaces chq 001963)	2013	500.00
CR Flowers Inv 15014 J Drayton (chair to reimburse)	2014	25.00
Your School Design YM mosaic project	2015	1800.00
Tredomen Allotment Association Financial Assist	2016	250.00
Croeso Club Financial Assistance	2017	250.00
Cefn Hengoed Majestic Jazz Band	2018	1000.00
CCBC Inv 082937096 Black Ink cartridges	2019	116.82
CCBC Inv 082939092 Office Clean	2020	69.22
DP Electrical Inv 09/07/2015 Smoke detectors & PAT testing	2021	335.00
One Voice Wales Inv LLCC/2015 Conference 8th July	2022	40.00
C Mortimer Salary July 2015	2023	1112.92
Playworks Payroll Bureau Inv 536 HMRC	2024	208.00
RCTCBC Pension Fund Employees 77.22 & Employers 217.02 July	2025	294.24
Voyle Construction Inv 18	2026	1000.00
Pengam Pigeon F/C	2027	250.00
Eisteddfod y Cymoedd	2029	250.00
Cefn Hengoed OAP's	2030	250.00
Gelligaer Ladies Bowling Club	2031	200.00
RCTCBC Pension Fund Employees 77.22 & Employers 217.02 Aug	2033	294.24
C Mortimer Salary August 2015	2034	1112.92
Playworks Payroll Bureau Inv 554 HMRC	2035	208.00
Staples stationery	D/C	61.26
Post Office, Magnum Stores Agenda postage	D/C	20.16
D.Emlyn Lloyd Ltd keys, wedges	D/C	37.35
D.Emlyn Lloyd Ltd padlock	D/C	3.25
Everson Sports & Trophies External signs for office	D/C	90.00
Post Office, Magnum Stores postage & signed post (VAT)	D/C	31.97

Cont'd - Reconciled & non reconciled cheques
September 2015

Non reconciled (not yet on statements)
The Players Theatre
One Voice Wales Inv 2385 Consultancy Service
Bradford's Minibus & Coach Hire Gelligaer to P/Cawl Sat 8/8
County Borough Supplies GELLR00902122
C&TC Liaison Committee Inv 015/2015-2016
The Kiosk RV Express 23/04 - 23/07/2015
Ty Hafan Children's Hospice (panto monies excl TYB)

2028 200.00
2036 210.00
2037 650.00
2038 64.80
2039 300.00
2040 16.10
2041 395.80

11,612.87

2236.30



Your account statement
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GELLIGAER COMMUNITY COUNCIL
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J3158T00LETMAA000000216001002000

BUS BANK INSTANT

GELLIGAER COMMUNITY COUNCIL - BUS CALL

Account Summary

Balance On 29 July 2015	£23,194.60
Total Paid In	£49,176.31
Total Paid Out	£3,059.97
Balance On 28 August 2015	£69,310.94

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
29 Jul 15		BALANCE BROUGHT FORWARD			23,194.60
30 Jul 15	Transfer	TO 30909101156335	40.60		23,154.00
31 Jul 15	Transfer	TO 30909101156335	90.00		23,064.00
3 Aug 15	Transfer	TO 30909101156335	331.21		22,732.79
5 Aug 15	Transfer	TO 30909101156335	33.00		22,699.79
6 Aug 15	Transfer	TO 30909101156335	250.00		22,449.79
10 Aug 15		INTEREST (GROSS)		1.17	22,450.96
11 Aug 15	Transfer	TO 30909101156335	250.00		22,200.96
14 Aug 15	Bank Giro Credit	77-HMRC CECAS REV 563884		5,417.99	27,618.95
20 Aug 15	Transfer	TO 30909101156335	1,362.92		26,256.03
21 Aug 15	Transfer	TO 30909101156335	408.00		25,848.03
24 Aug 15	Transfer	TO 30909101156335	294.24		25,553.79
28 Aug 15	Bank Giro Credit	CAERPHILLY CBC LAS00983		43,757.15	69,310.94
28 Aug 15		BALANCE CARRIED FORWARD			69,310.94

Messages

Please note that only compensation related queries should be referred to the FSCS on the reverse of this statement.
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BUS BANK INSTANT
GELLIGAER COMMUNITY COUNCIL - BUS CALL

Account Summary

Balance On 29 June 2015	£31,880.87
Total Paid In	£1.47
Total Paid Out	£8,687.74
Balance On 29 July 2015	£23,194.60

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
29 Jun 15		BALANCE BROUGHT FORWARD			31,880.87
2 Jul 15	Transfer	TO 30909101156335	5.00		31,875.87
6 Jul 15	Transfer	TO 30909101156335	33.00		31,842.87
7 Jul 15	Transfer	TO 30909101156335	184.68		31,658.19
9 Jul 15		INTEREST (GROSS)		1.47	31,659.66
13 Jul 15	Transfer	TO 30909101156335	83.52		31,576.14
16 Jul 15	Transfer	TO 30909101156335	1,061.26		30,514.88
17 Jul 15	Transfer	TO 30909101156335	45.16		30,469.72
20 Jul 15	Transfer	TO 30909101156335	1,044.24		29,425.48
21 Jul 15	Transfer	TO 30909101156335	286.04		29,139.44
22 Jul 15	Transfer	TO 30909101156335	2,258.00		26,881.44
27 Jul 15	Transfer	TO 30909101156335	335.00		26,546.44
28 Jul 15	Transfer	TO 30909101156335	40.00		26,506.44
29 Jul 15	Transfer	TO 30909101156335	3,311.84		23,194.60
29 Jul 15		BALANCE CARRIED FORWARD			23,194.60

Messages

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J. SEP 2015

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3890 211/2/000784

BUSINESS ACCOUNT

GELLIGAER COMMUNITY COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
21 Aug 15		BALANCE BROUGHT FORWARD			1,792.00
21 Aug 15	Payment	002031	200.00		1,592.00
21 Aug 15	Transfer	FROM30909101156440		408.00	2,000.00
24 Aug 15	Cheque	002033	294.24		1,705.76
24 Aug 15	Transfer	FROM30909101156440		294.24	2,000.00
24 Aug 15		BALANCE CARRIED FORWARD			2,000.00

Messages

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J3158T00LETMAA0000000214001009000

BUSINESS ACCOUNT

GELLIGAER COMMUNITY COUNCIL

Account Summary

Balance On 29 July 2015	£2,000.00
Total Paid In	£3,059.97
Total Paid Out	£3,059.97
Balance On 24 August 2015	£2,000.00

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
29 Jul 15		BALANCE BROUGHT FORWARD			2,000.00
30 Jul 15	Transfer	FROM30909101156440		40.60	2,040.60
31 Jul 15	Debit Card	D EMLYN LLOYD LTD CD 1917	3.25		2,037.35
31 Jul 15	Debit Card	D EMLYN LLOYD LTD CD 1917	37.35		2,000.00
31 Jul 15	Transfer	FROM30909101156440		90.00	2,090.00
3 Aug 15	Direct Debit	BRIT GAS BUSINESS 600126177000000000	5.00		2,085.00
3 Aug 15	Cheque	002025	294.24		1,790.76
3 Aug 15	Debit Card	IZ *EVERSON SPORTS CD 1917	90.00		1,700.76
3 Aug 15	Transfer	FROM30909101156440		331.21	2,031.97
4 Aug 15	Debit Card	THE POST OFFICE CD 1917	31.97		2,000.00
5 Aug 15	Direct Debit	E.ON 014819676900A	33.00		1,967.00
5 Aug 15	Transfer	FROM30909101156440		33.00	2,000.00
6 Aug 15	Cheque	002029	250.00		1,750.00
6 Aug 15	Transfer	FROM30909101156440		250.00	2,000.00
11 Aug 15	Cheque	002027	250.00		1,750.00
11 Aug 15	Transfer	FROM30909101156440		250.00	2,000.00
20 Aug 15	Cheque	002034	1,112.92		887.08
20 Aug 15	Payment	002030	250.00		637.08
20 Aug 15	Transfer	FROM30909101156440		1,362.92	2,000.00
21 Aug 15	Cheque	002035	208.00		1,792.00
21 Aug 15		BALANCE CARRIED FORWARD			1,792.00



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3890 724/2/021883

BUSINESS ACCOUNT

GELLIGAER COMMUNITY COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
20 Jul 15		BALANCE BROUGHT FORWARD			2,000.00
21 Jul 15	Cheque	002020	69.22		1,930.78
21 Jul 15	Cheque	002019	116.82		1,813.96
21 Jul 15	Payment	001988	100.00		1,713.96
21 Jul 15	Correction	001988		100.00	1,813.96
21 Jul 15	Payment	001988	100.00		1,713.96
21 Jul 15	Transfer	FROM30909101156440		286.04	2,000.00
22 Jul 15	Cheque	002012	208.00		1,792.00
22 Jul 15	Cheque	002017	250.00		1,542.00
22 Jul 15	Cheque	002015	1,800.00		258.00 OD
22 Jul 15	Transfer	FROM30909101156440		2,258.00	2,000.00
27 Jul 15	Cheque	002021	335.00		1,665.00
27 Jul 15	Transfer	FROM30909101156440		335.00	2,000.00
28 Jul 15	Payment	002022	40.00		1,960.00
28 Jul 15	Transfer	FROM30909101156440		40.00	2,000.00
29 Jul 15	Cheque	002024	208.00		1,792.00
29 Jul 15	Cheque	002011	1,112.92		679.08
29 Jul 15	Cheque	002023	1,112.92		433.84 OD
29 Jul 15	Payment	002026	1,000.00		1,433.84 OD
29 Jul 15	Transfer	RP09372398		75.00	1,358.84 OD
29 Jul 15	Transfer	RP09372398		47.00	1,311.84 OD
29 Jul 15	Transfer	FROM30909101156440		3,311.84	2,000.00
29 Jul 15		BALANCE CARRIED FORWARD			2,000.00

Messages

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BUSINESS ACCOUNT
GELLIGAER COMMUNITY COUNCIL

Account Summary

Balance On 29 June 2015	£2,000.00
Total Paid In	£8,909.74
Total Paid Out	£8,909.74
Balance On 29 July 2015	£2,000.00

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
29 Jun 15		BALANCE BROUGHT FORWARD			2,000.00
2 Jul 15	Direct Debit	BRIT GAS BUSINESS 6001261770000000000	5.00		1,995.00
2 Jul 15	Transfer	FROM30909101156440		5.00	2,000.00
6 Jul 15	Direct Debit	E.ON 014819676900A	33.00		1,967.00
6 Jul 15	Transfer	FROM30909101156440		33.00	2,000.00
7 Jul 15	Cheque	002009	87.36		1,912.64
7 Jul 15	Direct Debit	BT GROUP PLC SW10925895-000008	97.32		1,815.32
7 Jul 15	Transfer	FROM30909101156440		184.68	2,000.00
13 Jul 15	Direct Debit	DWR CYMRU W WATER 835429300028	83.52		1,916.48
13 Jul 15	Transfer	FROM30909101156440		83.52	2,000.00
16 Jul 15	Payment	002018	1,000.00		1,000.00
16 Jul 15	Transfer	FROM30909101156440		1,061.26	2,061.26
17 Jul 15	Cheque	002014	25.00		2,036.26
17 Jul 15	Debit Card	STAPLES UK CD 1917	61.26		1,975.00
17 Jul 15	Transfer	FROM30909101156440		45.16	2,020.16
20 Jul 15	Cheque	002010	294.24		1,725.92
20 Jul 15	Cheque	002013	500.00		1,225.92
20 Jul 15	Payment	002016	250.00		975.92
20 Jul 15	Debit Card	THE POST OFFICE CD 1917	20.16		955.76
20 Jul 15	Transfer	FROM30909101156440		1,044.24	2,000.00
20 Jul 15		BALANCE CARRIED FORWARD			2,000.00



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BUS BANK 30 DAY
GELLIGAER COMMUNITY COUNCIL

Account Summary

Balance On 29 April 2015	£4,889.61
Total Paid In	£0.60
Total Paid Out	£0.00
Balance On 9 July 2015	£4,890.21

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
29 Apr 15		BALANCE BROUGHT FORWARD			4,889.61
11 May 15		INTEREST (GROSS)		0.21	4,889.82
9 Jun 15		INTEREST (GROSS)		0.19	4,890.01
9 Jul 15		INTEREST (GROSS)		0.20	4,890.21
9 Jul 15		BALANCE CARRIED FORWARD			4,890.21

Messages

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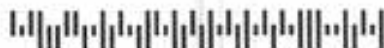
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BUSINESS ACCOUNT

GELLIGAER COMM COUNCIL- ROMAN FORT INT

Account Summary

Balance On 10 November 2014	£0.00
Total Paid In	£40,200.00
Total Paid Out	£0.00
Balance On 27 May 2015	£40,200.00

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
10 Nov 14		BALANCE BROUGHT FORWARD			0.00
27 May 15	Transfer	F/FLOW HENDAI SOLA SORT CODE: 30-90-9 1 A		40,200.00	40,200.00
27 May 15		BALANCE CARRIED FORWARD			40,200.00

Messages

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2 - SEP 2015

Ms C Mortimer
Gelligaer Community Council
Council Office
Llwyn Onn
Penpedairhoel
Hengoed
Caerphilly
CF82 8BB

Direct line +44 (0)191 383 6348
Email community.councils@mazars.co.uk

26 August 2015

Dear Ms Mortimer

Audit of the Annual Return for the year ended 31 March 2015

We have completed our work on the audit for the year ended 31 March 2015 and I have pleasure in enclosing your certified Annual Return.

I also enclose our fee note for the audit, which is in accordance with the fixed fee scale set by the Auditor General for Wales. I would be grateful if you could arrange for this to be paid at the earliest opportunity. *(Please return the remittance advice with your payment).*

External Auditor's Certificate and Report

Our External Auditor's Certificate and Report are given on Section 3 of the Annual Return. Any matters that came to our attention that gave us cause for concern that relevant legislation and regulatory requirements had not been met were included in our earlier report to you. Where appropriate, these matters are included in the External Auditor's Report. (Any other matters arising were also reported to the Council in our earlier report).

The Council must consider these matters and decide what action is required. In most cases, this will be self-evident. However, in a number of instances we have made reference to further guidance available from One Voice Wales (OVW) or the Society of Local Council Clerks (SLCC). In particular, we have referred to the publication *"Governance and accountability for local councils in Wales – A Practitioners' Guide 2011"*. This can be downloaded, free of charge, from the website of either organisation.

The Accounts and Audit (Wales) Regulations 2005 (Statutory Instrument: SI 2005/368) as amended by the Accounts and Audit (Wales) (Amendment) Regulations 2010 (SI 2010/683)

Mazars LLP - The Rivergreen Centre - Aykley Heads - Durham - DH1 5TS
Tel: +44 (0)191 383 6300 - Fax: +44 (0)191 383 6350 - www.mazars.co.uk

Mazars LLP is the UK firm of Mazars, an integrated international advisory and accountancy organisation. Mazars LLP is a limited liability partnership registered in England and Wales with registered number OC308299 and with its registered office at Tower Bridge House, St Katharine's Way, London E1W 1DD.

Registered to carry on audit work in the UK and Ireland by the Institute of Chartered Accountants in England and Wales. Details about our audit registration can be viewed at www.auditregister.org.uk under reference number C001139661.

VAT number: 839 8356 73



The Accounts and Audit (Wales) Regulations 2005 (as amended) set out what you must do at the conclusion of the audit.

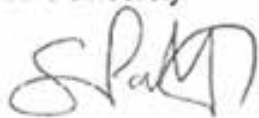
You should refer, in particular, to Regulation 10 [Publication of statement of accounts] and Regulation 17 [Notice of conclusion of audit]. Please note that the Annual Return is all that is needed to satisfy the requirements of the Regulations where these refer to the income and expenditure account, the record of receipts and payments, or the statement of balances. In summary you must:

- display a notice for a period of at least 14 days stating that the audit has been completed and that the Annual Return is available for inspection by local government electors;
- provide details in this notice of the address at which and the hours during which local government electors may exercise their rights to inspect the Annual Return;
- publish or display your Annual Return. In practice, this means that the Annual Return should be displayed on your notice board(s). (It is acceptable to display a copy of the Annual Return, as long as it is a true facsimile and bears a note saying where the original can be inspected).

What should you do now?

1. Prepare the notice of conclusion of audit and right to inspect the Annual Return (a proforma notice which you can use for this purpose is enclosed).
2. Put the completed notice in a conspicuous place for at least 14 days along with the certified Annual Return. (The Annual Return should be displayed so that at least Sections 1-3 are visible).
3. Retain evidence that this has been done to support compliance with the exercise of electors' rights, which forms part of the annual governance statement. Please note: We do not require you to send us a copy of the notice.

Yours sincerely



Director

Local Councils in Wales Annual Return for the Year Ended 31 March 2015

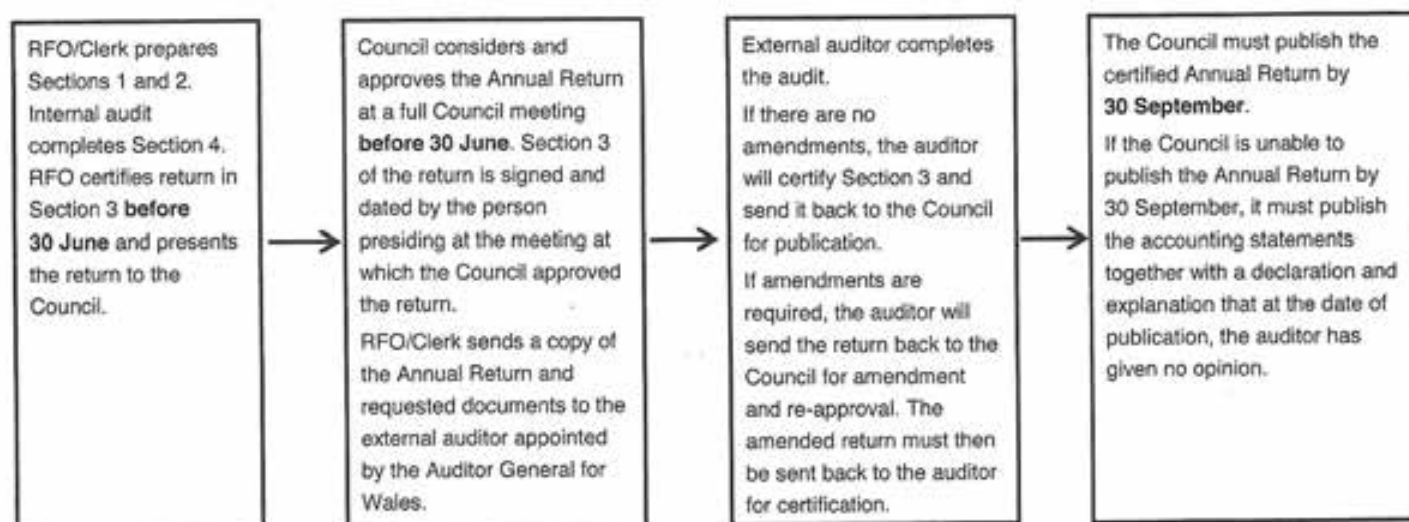
Local councils in Wales (town councils and community councils) and their joint committees must make up accounts each year. To achieve this, they may use this Annual Return summarising their annual activities at the completion of the financial year.

Please complete all sections highlighted in pink. Incomplete or incorrect returns may require additional external audit work and incur additional costs.

Further guidance is included in Section 5 and in the One Voice Wales/SLCC Guidance publication *Governance and accountability for local councils in Wales – A Practitioners' Guide (2011)* (the Practitioners' Guide). Section 2 includes references to where the guide has further information.

In December 2014, the Welsh Government made new Accounts and Audit (Wales) Regulations. These 2014 regulations make changes to the audit process. The Council must now formally approve the return and certify Section 3 before the return is sent to the auditor. The Council must approve the Annual Return by 30 June. Unless the Annual Return needs to be amended, the auditor will certify the return and send it back to the Council for publication with no further Council approval required.

The accounts approval and audit arrangements follow the process as set out below.



Your appointed external auditor will advise you what additional information you need to send in order for them to undertake the audit.

Please send the original Annual Return (ie, not a photocopy), together with any additional information requested, to your appointed external auditor by the date specified by the auditor. Unless requested, please **do not** send any original financial records to the external auditor.

Audited and certified returns are sent back to the Council for publication or display of Sections 1, 2 and 3.

Section 1 – Accounting statements for: **GELLIGAER COMMUNITY COUNCIL**

	Year ending		Notes and guidance for compilers				
	31 March 2014 (£)	31 March 2015 (£)					
1. Balances brought forward	8,746	23,966	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to Line 7 of the previous year.				
2. (+) Annual precept	80,862	84,388	Total amount of precept income received in the year.				
3. (+) Total other receipts	3,588	7,745	Total income or receipts recorded in the cashbook minus the precept. Includes support, discretionary and revenue grants.				
4. (-) Staff costs	20,269	22,057	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses.				
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the Council's borrowing (if any).				
6. (-) Total other payments	48,961	61,564	Total expenditure or payments as recorded in the cashbook minus staff costs (Line 4) and loan interest/capital repayments (Line 5).				
7. (=) Balances carried forward	23,966	32,478	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).				
8. (+) Debtors and stock balances	3,176	2,742	Income and expenditure accounts only: Enter the value of debts owed to and stock balances held at the year-end.				
9. (+) Total cash and investments	25,759	32,355	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.				
10. (-) Creditors	4,969	2,619	Income and expenditure accounts only: Enter the value of monies owed by the Council (except borrowing) at the year-end.				
11. (=) Balances carried forward	23,966	32,478	Total balances should equal Line 7 above: Enter the total of (8+9-10).				
12. Total fixed assets and long-term assets	110,246	114,598	The recorded current book value at 31 March of all fixed assets owned by the Council and any other long-term assets – eg, loans to third parties, other investments to be held for the long term ie, more than 12 months.				
13. Total borrowing	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).				
14. Trust funds disclosure note	Yes	No	N/A	Yes	No	N/A	The Council acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).

Section 2 – Annual Governance Statement

We acknowledge as the members of the Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the Council's accounting statements for the year ended 31 March 2015, that:

	Agreed?		'YES' means that the Council:	PG Chap.
	Yes	No*		
1. We have approved the accounting statements which have been prepared in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014 and proper practices.	YES		Prepared its accounting statements in the way prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	YES		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council to conduct its business or on its finances.	YES		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	YES		Has given all persons interested the opportunity to inspect and ask questions about the Council's accounts.	6, 23
5. We have carried out an assessment of the risks facing the Council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	YES		Considered the financial and other risks it faces in the operation of the Council and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the Council's accounting records and control systems throughout the year and have received a report from the internal auditor.	YES		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the Council.	6, 8
7. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	YES		Has responded to matters brought to its attention by internal and external audit.	6, 8, 23
8. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council and, where appropriate, have included them on the accounting statements.	YES		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
9. Trust funds – in our capacity as trustee we have:	Yes	No	N/A	3, 6
<ul style="list-style-type: none"> Discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit. 			N/A	

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Section 3 – Certification and approval

Council approval and certification following the audit

The Council is responsible for the preparation of the accounting statements in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014 and for the preparation of an Annual Return which:

- summarises the Council's accounting records for the year ended 31 March 2015; and
- confirms and provides assurance on those matters that are important to the external auditor's responsibilities.

Certification by the RFO

Certificate under Regulation 8 Accounts and Audit (Wales) Regulations 2014 (Regulation 15(1))

I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2015.

RFO signature:

Ceri Mortimer

Name: **CERI MORTIMER**

Date: **08/06/2015**

Approval by the Council

Approval of accounting statements under Regulation 15(2) Accounts and Audit (Wales) Regulations 2014 and the Annual Governance Statement

I confirm that these accounting statements and Annual Governance Statement were approved by the Council under council minute reference:

Minute No. 38

Chair signature:

Teresa Parry

Name: **TERESA PARRY**

Date: **24/06/2015**

External Audit Certificate

The external auditor conducts the audit in accordance with guidance issued by the Auditor General for Wales. On the basis of their review of the Annual Return and supporting information, they report whether any matters that come to their attention give cause for concern that relevant legislation and regulatory requirements have not been met. We certify that we have completed the audit of the Annual Return for the year ended 31 March 2015 of:

Gelligaer Community

Council

External auditor's report

~~[[Except for the matters reported below]]~~ On the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

~~[[These matters along with]]~~ Other matters not affecting our opinion which we draw to the attention of the Council meeting are included in our report to the Council dated _____.

(* Delete as appropriate)

External auditor's signature:

Mazars LLP

External auditor's name:

Mazars LLP Durham, DH1 5TS

Date: **26 August 2015**

Section 4 – Annual internal audit report to:GULCAGE COMMUNITY COUNCIL

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2015.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?			
	Yes	No*	N/A	Not covered**
1. Appropriate books of account have been properly kept throughout the year.	✓			
2. The Council's financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓			
3. The Council assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓			
4. The annual precept requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓			
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓			
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	✓			
7. Salaries to employees and allowances to members were paid in accordance with council approvals, and PAYE and NI requirements were properly applied.	✓			
8. Asset and investment registers were complete and accurate, and properly maintained.	✓			
9. Periodic and year-end bank account reconciliations were properly carried out.	✓			
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓			
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.			✓	

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:	Agreed?			
	Yes	No*	N/A	Not covered**
13.				
14.				

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

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

Name of person who carried out the internal audit:

Michael Fisher

Signature of person who carried out the internal audit:

Michael Fisher

Date:

25/5/2015

Section 5 – Guidance notes on completing the 2015 Annual Return

- Please note the changes to the accounts approval and audit process for this year. These are described on the front cover of this Annual Return.**
- For guidance please read the Practitioners' Guide (*Governance and accountability for local councils: A Practitioners' Guide 2011 (Wales)*) – available from One Voice Wales and SLCC. It contains everything you need for the financial year-end and the statutory audit.
- The Wales Audit Office Good Practice Exchange (www.wao.gov.uk/good-practice/finance/community-council-money) provides further information on the accounts and audit process along with guidance on governance matters.**
- Please make sure that all sections are completed (ie, no empty pink boxes) by the appropriate person and the certificates in Section 3 are properly signed and dated. Avoid making any amendments to the completed return. If this is unavoidable, cross out the incorrect entries, make sure the amendments are properly initialled and an explanation for them is provided to the auditor. **Please do not use correction fluid.** Annual returns that are incomplete or contain unapproved and/or unexplained amendments or correction fluid will be returned unaudited.
- Use the checklist provided below. Use a second pair of eyes, perhaps your internal auditor or the Chair, to review your Annual Return for completeness before sending a copy to the auditor.
- Make sure that the copy of the bank reconciliation you send to your auditor with the copy Annual Return covers **all** your bank accounts and cash balances. If there are no reconciling items, please state this and provide evidence of the bank balances. If your council holds any investments, please note their value on the bank reconciliation. The auditor should also be able to agree your bank reconciliation to Line 9 in Section 1. More help on bank reconciliation is available in the Practitioners' Guide*.
- Please **explain fully** any significant variances in the accounting statements. The auditor wants to know that **you** understand the reasons for the change. Please include a relevant and quantified analysis as shown in the Practitioners' Guide examples and not just a copy of your detailed accounts.
- Please do not send the auditor any information that you are not specifically asked for. Doing so is not helpful. Please ensure that you enclose all the information that the auditor has asked for. If the auditor has to review unsolicited information, repeat a request for information, receives an incomplete bank reconciliation or explanation of variances this may incur additional costs for which the auditor is entitled to charge additional fees.
- Please make sure that Section 1 adds up! Also please ensure that the balance carried forward from the previous year (Line 7 of 2014) equals the balance brought forward in the current year (Line 1 of 2015).
- Do not complete the External Audit Certificate in Section 3.** The external auditor completes this after the external audit work has been completed.
- Please deal with all correspondence with the external auditor promptly.** This will help you to meet your statutory obligations and will minimise the cost of the audit to the Council.

Completion checklist – 'No' answers mean that you may not have met requirements		Done?	
Initial submission to the external auditor		Yes	No
Accounts	Do the papers to be sent to the external auditor include an explanation of significant variations from last year to this year?	YES	
	Does the bank reconciliation as at 31 March 2015 agree to Line 9?	YES	
Approval	Has the RFO certified Section 3 (Regulation 15 (1)) no later than 30 June 2015?	YES	
	Has the Council approved the accounting statements before 30 June 2015 and has Section 3 been signed and dated by the person presiding at the meeting at which approval was given?	YES	
All sections	Have all pink boxes in Sections 1 and 2 been completed and explanations provided where needed?	YES	
	Has all the information requested by the external auditor been sent with this Annual Return? Please refer to your notice of audit and any additional schedules provided by your external auditor.	YES	
If accounts are amended after receipt of external auditor's report on matters arising		Yes	No
Accounts	Have the amended accounting statements been approved and Section 3 re-signed and re-dated as evidence of the Council's approval of the amendments before re-submission to the auditor?		

GELLIGAER COMMUNITY

Council

Notice of conclusion of audit and right to inspect the Annual Return

Annual Return for the year ended 31 March 2015

Section 29 of the Public Audit (Wales) Act 2004

Accounts and Audit (Wales) Regulations 2005 (SI 2005/368) as amended by the
Accounts and Audit (Wales) (Amendment) Regulations 2010 (SI 2010/683)

- | | |
|---|---|
| (a) Insert name, position and address of person to whom local government electors should apply to inspect the annual return | 1. The audit of accounts for
<u>GELLIGAER COMMUNITY</u> Council
for the year ended 31 March 2015 has been concluded. |
| (b) Insert the times between which a local government elector may apply to inspect the annual return | 2. The Annual Return is available for inspection by any local government elector for the area of the Council on application to:

(a) <u>Ceri Mornimer</u>
<u>Clerk to the Council</u>
<u>Council Office, Llwyn onn, Penpedairheol</u>

between (b) <u>8.00</u> am and (b) <u>9.00</u> pm on Mondays to Fridays (excluding public holidays), when any local government elector may make copies of the Annual Return. |
| (c) Insert a reasonable sum for copying costs | 3. Copies will be provided to any local government elector on payment of (c) <u>£0.50</u> for each copy of the Annual Return. |
| (d) Insert name and position of person placing the notice | (d) <u>Ceri Mornimer, Clerk to the Council</u> |
| (e) Insert date of placing of the notice | (e) <u>24/09/2015</u> |



APPLICATION FOR FINANCIAL ASSISTANCE

- If you experience difficulty in completing this form, please do not hesitate to request guidance from either your local community councillor or the clerk on 01443 822863 / 07933 725094
- COMPLETED FORMS should be returned to: Clerk to the Council, Gelligaer Community Council, Llwyn Onn, Penpedairheol, Hengoed, CF82 8BB
- Please note failure to complete any section of the form will result in a grant not being issued.
- New organisations, that we have not previously supported will need to meet the attached criteria
- Council reserves the right to refuse an application for Financial Assistance.

1 Organisation/Club name Cascade Crafters

Address Cascade Methodist Church
Penpedairheol Telephone No _____

2 Name of contact person Mrs. Y. Thomas Position Treasurer

Address (if different from above) 20 Royce Close

Forest Park Penpedairheol Telephone No 01443 833100

3 Please state objectives of organisation/club To continue to
bring the community together

4 If a national organisation, please state involvement within the community of Gelligaer, if any.

For your information, the community of Gelligaer covers, Cascade/ Penpedairheol, Gelligaer, Cefn Hengoed, Hengoed, Penybryn, Tiryberth/Glanynant & Ystrad Mynach

5 a How many members do you have under 16 years of age? NONE Members

Please state how many resides within the community of Gelligaer. _____

b How many members do you have over 16 years of age? 22 Members

Please state how many resides within the community of Gelligaer. 18

6 Does your organisation have its own premises? *Yes/No [*Please delete as applicable]

If Yes A) is it ~~*owned~~/rented? B) If rented, for what period _____

C) Is it *freehold/leasehold? D) If leasehold, for what period _____

7 What is your membership subscription £ £10 every 8 weeks

8 a Please explain, in detail, the purpose for which financial assistance is sought

The crafters will be going 20 years February 2016

b What fund raising activities do you perform on your own behalf

The fund raising for the next year is for a local charity disability can do

c Have you received financial assistance from any other sources this year?

*Yes/No

If yes, please give details _____

d Have you applied for financial assistance from any other source this year and have been refused or not received a reply to date? *YES/NO

If yes, please give details _____

e How much finance has been raised for this purpose to date? £ _____

f If you have any additional information to support your application, please state here _____

9 Please complete the income and expenditure figures for your organisation for the last financial year. Alternatively, you may provide a copy of your own statement of accounts for the last financial year. However, there **MUST** be **TWO SIGNATORIES** on this form (below) and on any additional paper work relating to your accounts.

Income & Expenditure Account for the Financial Year ended 31 March, 20__			
Income	£	Expenditure	£
Surplus b/f from previous year		Deficit b/f from previous year	
Total Membership Subscriptions		Rent	
~ Other Income		Rates	
		Heating/lighting	
		Other expenditure	
Investment Income			
Deficit c/f to Next Year		Surplus c/f to Next Year	
	#	[These figures should be the same]	#

~ Please list individually and include all donations/grants.

WE CERTIFY THAT THE DETAILS GIVEN ABOVE, AND ATTACHED, ARE CORRECT.

Signed: <u>J. Thomas</u>	Signed: <u>J. Boulton</u>	Date
Position: <u>Treasurer</u>	Position:	

Cascade Crafters Gelluguer C. Council
2.9.15

is when it may concern.

The crafters will be celebrating their 20th Anniversary next February and will be putting a display of craft.

We will be making also a fund raising event on that day with, sale of work, T's - coffee etc.

If you could give us some extra funding to put towards the items to make the event more successful it would be very much appreciated.

Thankyou for reading our request, from Yvonne Thomas and all Cascade Crafters

As you've transferred £2,050 to BIA account, I have now called them Crafters 1 account & Crafters 2 on church returns

Crafters (1)

Brought forward 31.8.13	2548
Income	<u>1314</u>
	3862
Expenditure	<u>3516</u>
Carried Forward 1.9.14	<u>346</u>

Crafters (2)

Brought Forward 31.8.13	1..
Income + Interest	<u>2051</u>
	2052
Expenditure	<u>—</u>
Carried Forward 1.9.14	<u>2052</u>

2013 - 2014

We have audited the receipts & payments account & Statement of funds & confirm that the cash at the Bank has been verified. In our opinion the accounts & Statement of funds give a true & fair view of the Cascade Crafters accounts as @ 31.8.2014.

NB I feel that more care should be taken on presentation, & that expenses should have all receipts to confirm the amounts claimed

J. N. Hill
FOR CREDIT AUDIT TEAM
30.9.2014



APPLICATION FOR FINANCIAL ASSISTANCE

- If you experience difficulty in completing this form, please do not hesitate to request guidance from either your local community councillor or the clerk on 01443 822863 / 07933 725094
- COMPLETED FORMS should be returned to: Clerk to the Council, Gelligaer Community Council, Llwyn Onn, Penpedairheol, Hengoed, CF82 8BB
- Please note failure to complete any section of the form will result in a grant not being issued.
- New organisations, that we have not previously supported will need to meet the attached criteria
- Council reserves the right to refuse an application for Financial Assistance.

1 Organisation/Club name Cascade Luncheon Club

Address Cascade Methodist Church

Telephone No _____

2 Name of contact person Mrs Y. Thomas Position Treasurer

Address (if different from above) 20 Royce Close Forest Park

Penpedairheol CF82 8XX Telephone No 01443-833100

3 Please state objectives of organisation/club To continue to bring

the community together & an opportunity
for people socialize.

4 If a national organisation, please state involvement within the community of Gelligaer, if any.

For your information, the community of Gelligaer covers, Cascade/ Penpedairheol, Gelligaer, Cefn Hengoed, Hengoed, Penybryn, Tiryberth/Glanynant & Ystrad Mynach

5 a How many members do you have under 16 years of age? _____ Members

Please state how many resides within the community of Gelligaer. _____

b How many members do you have over 16 years of age? 30 Members

Please state how many resides within the community of Gelligaer. 25

6 Does your organisation have its own premises? *Yes/No [*Please delete as applicable]

If Yes

A) is it *owned/rented?

B) If rented, for what period _____

C) Is it *freehold/leasehold?

D) If leasehold, for what period _____

- 7 What is your membership subscription £ 3-10 Meal 40p T. or coffee
- 8 a Please explain, in detail, the purpose for which financial assistance is sought
To continue to give the community a lunch club
- b What fund raising activities do you perform on your own behalf
We fund raise for local charities
- c Have you received financial assistance from any other sources this year?
~~*Yes~~/No
If yes, please give details _____
- d Have you applied for financial assistance from any other source this year and have been refused or not received a reply to date? ~~*YES~~/NO
If yes, please give details _____
- e How much finance has been raised for this purpose to date? £ _____
- f If you have any additional information to support your application, please state here

- 9 Please complete the income and expenditure figures for your organisation for the last financial year. Alternatively, you may provide a copy of your own statement of accounts for the last financial year. However, there **MUST** be **TWO SIGNATORIES** on this form (below) and on any additional paper work relating to your accounts.

Income & Expenditure Account for the Financial Year ended 31 March, 20__			
Income	£	Expenditure	£
Surplus b/f from previous year		Deficit b/f from previous year	
Total Membership Subscriptions		Rent	
~ Other Income		Rates	
		Heating/lighting	
		Other expenditure	
Investment Income			
Deficit c/f to Next Year		Surplus c/f to Next Year	
	#	[These figures should be the same]	#

~ Please list individually and include all donations/grants.

WE CERTIFY THAT THE DETAILS GIVEN ABOVE, AND ATTACHED, ARE CORRECT.

Signed: <u>J. Thomas</u>	Signed: <u>V. Shaw</u>	Date
Position: <u>Treasurer</u>	Position: <u>2nd signature</u>	<u>3.09.15</u>

4. Saltney Town Council

One Voice Wales is concerned about the increased incidents of flooding and urges the Minister for Natural Resources to ensure the regular dredging of rivers through the operational management of Natural Resources Wales.

5. Penarth Town Council / Barry Town Council

One Voice Wales calls on the Welsh Government to ensure that Community and Town Councils are fully engaged in the proposal that the principal councils be responsible for reorganising the Community and Town Council sector given that:

- 1) Community and Town Councils are local authorities in their own right with elected members and tax raising powers and therefore should not be treated in the same manner as voluntary single interest groups (community bodies) when it comes to the suggestion that there will be local management boards;
- 2) A reduction in the number of principal councils would require greater integration of all tiers of local government.

6. Saltney Town Council

Rural bus services play a vital social, economic and environmental role for the well-being of communities across Wales. One Voice Wales calls upon funding authorities to cease the practice of reducing their overall spending by cutting or removing the subsidies for rural bus services, which leaves many parts of Wales with little or no bus services.

7. Trawsfynydd Community Council

One Voice Wales has consistently felt that the main North–South road artery needs to be improved and urges greater co-ordination with regard to the consistency of lighting provision and speed limits along the route.

Proposer –Seconder – To be confirmed

8. Tredegar Town Council

One Voice Wales calls on the Government and relevant funding bodies to allow Community and Town Councils to benefit from grants and funding available to other non-profit making organisations.

9. Un Llais Cymru

That membership fees are uplifted by up to 3% for the financial year 2016-17"



Ein cyf/Our ref: LF/LA/0714/15

To: Local Authority Leaders
Welsh Local Government Association
One Voice Wales

17 August 2015

Dear Colleagues,

I want to draw your attention to the consultation which will be launched today on the Welsh Government's Draft Directions to the Local Democracy and Boundary Commission for Wales (the Commission).

The Draft Directions are based on the Welsh Government's preferred configuration for the future of local authorities in Wales which I published in June and contain both options for North Wales. The consultation document which sits alongside the Draft Directions explains some of the background context and poses some questions on which I would welcome your thoughts.

As you know, I propose to remove the cap on the maximum number of councillors per authority in recognition of the larger populations and geographical areas which the new councils will cover. I am, therefore, not proposing to specify a minimum or maximum number of councillors per local authority. Instead, the Draft Directions specify that the number of councillors should be no smaller than the number produced by a councillor to elector ratio of one councillor to every 4,000 electors.

I also recognise that it is important to ensure effective and convenient local government and am interested to hear views on how this can be supported by warding arrangements, taking into account the particular characteristics of each area.

Powys is not included in the Draft Directions because the proposals envisage it remaining as a continuing authority. I intend to implement the recommendations contained in the Commission's report of 2011 which propose a reduction in numbers of elected members from the current 73 to 64.

It is my intention to issue the Directions to the Commission as soon as possible following Royal Assent of the Local Government (Wales) Bill 2015, subject to the will of the National Assembly. This will allow the Commission as much time as possible to complete its reviews and for electoral arrangements to be made for the elections to Shadow Authorities in 2019.

The consultation will remain open for 12 weeks, closing at midnight on 9 November.

I am keen to hear views from across Wales and would welcome your comments in response to this consultation.

Yours sincerely,

A handwritten signature in black ink, reading "Leighton Andrews". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Leighton Andrews AC / AM
Y Gweinidog Gwasanaethau Cyhoeddus
Minister for Public Services

Number: WG26125



Llywodraeth Cymru
Welsh Government

www.gov.wales

Welsh Government

Consultation Document

Draft Directions to the Local Democracy and Boundary Commission for Wales

Date of issue: 17 August 2015

Action required: Responses by 9 November 2015

Overview

We are seeking your views on the Draft Directions to the Local Democracy and Boundary Commission Wales.

As part of its programme of local government reform, the Welsh Government will require the Local Democracy and Boundary Commission Wales to conduct reviews of electoral arrangements for proposed new local authority areas.

This consultation seeks your views on the detail of the Draft Directions, including thoughts on council size and the ratio of electors for each elected member.

How to respond

Please respond using the form at the end of the document and either send in hard copy to the address below or by email to: RLGProgramme@wales.gsi.gov.uk.

If you are sending your response by email, please mark the subject of your e-mail: Directions to the LDBCW Consultation

Further information and related documents

Large print, Braille and alternative language versions of this document are available on request.

Contact details

For further information:

Reforming Local Government Programme
Welsh Government
Crown Buildings
Cathays Park
Cardiff
CF10 3NQ

email: RLGProgramme@wales.gsi.gov.uk

telephone: 029 2082 6202

Data protection

How the views and information you give us will be used

Any response you send us will be seen in full by Welsh Government staff dealing with the issues which this consultation is about. It may also be seen by other Welsh Government staff to help them plan future consultations.

The Welsh Government intends to publish a summary of the responses to this document. We may also publish responses in full.

Normally, the name and address (or part of the address) of the person or organisation who sent the response are published with the response. This helps to show that the consultation was carried out properly. If you do not want your name or address published, please tell us this in writing when you send your response. We will then blank them out.

Names or addresses we blank out might still get published later, though we do not think this would happen very often. The Freedom of Information Act 2000 and the Environmental Information Regulations 2004 allow the public to ask to see information held by many public bodies, including the Welsh Government.

This includes information which has not been published. However, the law also allows us to withhold information in some circumstances. If anyone asks to see information we have withheld, we will have to decide whether to release it or not. If someone has asked for their name and address not to be published, that is an important fact we would take into account. However, there might sometimes be important reasons why we would have to reveal someone's name and address, even though they have asked for them not to be published. We would get in touch with the person and ask their views before we finally decided to reveal the information.

Introduction

The purpose of this consultation is to seek views on the Draft Directions to the Local Democracy and Boundary Commission for Wales ("the Commission").

The Local Government (Wales) Bill 2015 is currently being considered by the National Assembly for Wales. The provisions of the Bill allow for preparatory work to enable a programme of local government mergers and reform. This includes giving the Welsh Ministers powers to direct the Commission to conduct initial reviews of the electoral arrangements for the proposed new local authority areas.

The map of proposed new local authority areas, including the two options for North Wales, was published by the Minister for Public Services on 17 June and it forms the basis of the Draft Directions to the Commission. We are not, in this consultation, seeking views about the map. That opportunity will arise during a consultation on a Draft Local Government Bill planned for the autumn.

Directions to the Commission

Following this period of consultation and the enactment of the Bill, the Minister for Public Services will issue a further draft of the Directions for a short formal consultation. Once final Directions are issued, the Commission will be able to start work to identify the most appropriate electoral arrangements for the proposed new local authorities in Wales.

As outlined in section 18 of the Bill, the Commission "must seek to ensure effective and convenient local government in Wales". It must propose wards that are coherent and strike a balance between building an effective and capable body of elected members while maintaining a close connection between local communities and those who represent them.

The Welsh Government recognises the specialised nature of the Commission's work and its expertise in conducting electoral reviews. The Commission will need to use its own judgement to take account of the particular characteristics of an area and the impact these may have on the elected member for each ward. There is also no intention to specify to the Commission the order in which it should conduct its reviews, although the deadline for making the last report will be 31 July 2018.

Powys

Powys is not included in the programme of electoral reviews because the Welsh Government's proposals do not envisage it merging with another local authority - it is proposed that it will remain as a "continuing authority".

The electoral arrangements in Powys were most recently reviewed in 2011; however, the recommendations from that review have not yet been

implemented. The Welsh Government, therefore, intends to implement the recommended arrangements in time for the local elections in 2017.

These Draft Directions allow the Commission to recommend a lesser number of elected members for a new local authority area than there will be in Powys in 2017 following the recommendations of the Commission's review in 2011. Following the programme of local government reform, the Commission will recommence its routine of 10 year cycles of electoral reviews for local authorities and will begin this new round with Powys.

Directions

We would welcome views from a wide range of our stakeholders on the Draft Directions and, in particular, on the following issues.

Note: The General Directions include provisions to which the Commission must have regard. They are not to be interpreted as rules and should be read in conjunction with sections 16 to 18 of the Local Government (Wales) Bill 2015.

Number of elected members per local authority area

In recognising the increase in size of local authorities when merged together, the Minister for Public Services has announced that the cap of the maximum number of 75 elected members per local authority will be removed. The Directions do not specify a maximum or minimum number of elected members but they specify that the number of councillors for a local authority should be no smaller than the number produced by a councillor to elector ratio of one councillor to every 4,000 electors.

- Question 1: Do you think the suggested ratio provides for effective and convenient local government?
- Question 2: Do you think there is a minimum number of councillors required to ensure the effective and democratic working of a local authority? If so, what is it and why?
- Question 3: Do you think a minimum number of elected members per local authority should be specified in the Draft Directions?
- Question 4: Do you think that there should be a cap on the maximum number of elected members per local authority? If so, what do you think the maximum number should be and why?
- Question 5: Do you agree that each ward within a local authority area should have roughly the same number of electors per elected member?

Particular characteristics of a ward

The Draft Directions specify that the Commission must consider the particular characteristics of a proposed local authority area when reviewing the warding arrangements. Particular characteristics may include density of population in an area, the mixture of Welsh and English speaking communities and the geography of an area or issues such as poverty.

- **Question 6: What effect should the particular characteristics of an area have on the number of councillors needed to represent the population?**

Naming of wards

The Commission is tasked with proposing names for each ward. It is expected that commonly used and locally accepted Welsh language names will be used. Where there is no commonly used Welsh language name for a ward, the Commission must also propose an English language equivalent.

- **Question 7: Do you agree that commonly used Welsh language names for wards do not also need an English language equivalent? If not, do you think that each ward should have an English and Welsh name?**



Llywodraeth Cymru
Welsh Government

To the Household

ODWDDWL

From 1st December this year, organ donation is changing in Wales.

From that date we will have a "soft opt-out system" which will make it easier for people to make a decision about organ donation. Under the new system, unless you register a clear decision that you do not want to be an organ donor, then you'll be treated as having no objection to donation after death.

Through this new law, Wales is leading the way in trying to prevent people dying needlessly waiting for an organ transplant.

This leaflet has been produced to explain what the changes mean, what your choices are, and how to register your organ donation decision if you want to do so.

Broadly, the change will affect people in Wales over the age of 18, so please make sure that everyone around or over that age in your household has a chance to read the information leaflet.

To register a decision, find out more information and read answers to frequently asked questions go to **organdonationwales.org** or call the NHS Organ Donor Helpline on **0300 123 23 23**

Whatever choice you make, make sure you tell your loved ones your organ donation decision.

Yours faithfully,

Mark Drakeford AM
Minister for Health and
Social Services

Dr Ruth Hussey
Chief Medical Officer
for Wales

**It's time to make a choice about
organ donation**

ODWDDWL

Standards Conference **Wales 15**

Cynhadledd Safonau **Cymru 15**



Event Invite

Standards & Ethics in a Changing World

Gwahoddiad I Ddigwyddiad

Safonau a Moeseg mewn Byd Newidiol

Tuesday 20 October 2015

City Hall, Civic Centre, Cardiff

GUEST SPEAKERS

- 1) **Nick Bennett :**
Public Service Ombudsman for Wales
- 2) **Lyn Cadwallader:**
Chief Executive: One Voice Wales
- 3) **Peter Davies:**
President of the Adjudication Panel Wales
- 4) **Jan Williams:**
Independent Police Complaints
Commissioner for Wales

Conference Fee: £75.00 per delegate

[Click here for booking form](#)

Dydd Mawrth 20 Hydref 2015

Neuadd y Ddinas, y Ganolfan Ddinesig, Caerdydd

SIARADWYR GWADD

- 1) **Nick Bennett :**
Ombwdsmon Gwasanaethau Cyhoeddus Cymru
- 2) **Lyn Cadwallader:**
Prif Weithredwr: Un Llais Cymru
- 3) **Peter Davies:**
Llywydd Panel Dyfarnu Cymru
- 4) **Jan Williams:**
Comisiynydd Cwynion Heddlu Annibynnol
Cymru

Ffi'r Gynhadledd: £75.00 yr un

[Cliciwch yma i fynd at y ffurflen archebu](#)

Monday 19 October 2015

Evening reception at the Mansion House
hosted by Lord Mayor of Cardiff, Councillor
David Walker.

Dydd Llun 19 Hydref 2015

Derbyniad gyda'r nos yn Y Plasty, gyda
Arglwydd Faer Caerdydd, Y Cynghorydd
David Walker.

Don't forget to book your places

Send your completed booking forms to
StandardsAndEthicsConferenceWales@cardiff.gov.uk by **1 October 2015**. Invoices
will be sent in due course.

Cofiwch archebu lle

Anfonwch eich ffurflen archebu wedi
ei chwblhau erbyn **1 Hydref 2015** at
StandardsAndEthicsConferenceWales@caerdydd.gov.uk Anfonir anfonebau
maes o law.



APPLICATION FOR FINANCIAL ASSISTANCE

- If you experience difficulty in completing this form, please do not hesitate to request guidance from either your local community councillor or the clerk on 01443 822863 / 07933 725094
- COMPLETED FORMS should be returned to: Clerk to the Council, Gelligaer Community Council, Llwyn Onn, Penpedairheol, Hengoed, CF82 8BB
- Please note failure to complete any section of the form will result in a grant not being issued.
- New organisations, that we have not previously supported will need to meet the attached criteria
- Council reserves the right to refuse an application for Financial Assistance.

- 1 Organisation/Club name Cascade Methodist Church
Address Cascade Methodist Church
Penpedairheol Telephone No _____
- 2 Name of contact person Mrs. Y. Thomas Position Church Steward
Address (if different from above) 20 Royce Close Forest Park
Penpedairheol CF82 8NN Telephone No 01443 833100
- 3 Please state objectives of organisation/club To continue to
make it a community church.
- 4 If a national organisation, please state involvement within the community of Gelligaer, if any.
For your information, the community of Gelligaer covers, Cascade/ Penpedairheol, Gelligaer, Cefn Hengoed, Hengoed, Penybryn, Tiryberth/Glanynant & Ystrad Mynach
- 5 a How many members do you have under 16 years of age? _____ Members
Please state how many resides within the community of Gelligaer. _____
- b How many members do you have over 16 years of age? _____ Members
Please state how many resides within the community of Gelligaer. _____
- 6 Does your organisation have its own premises? *Yes/No [*Please delete as applicable]
If Yes A) is it *owned/rented? B) If rented, for what period _____
C) Is it *freehold/leasehold? D) If leasehold, for what period _____

7 What is your membership subscription £ _____

8 a Please explain, in detail, the purpose for which financial assistance is sought

b What fund raising activities do you perform on your own behalf

Monthly coffee mornings for different Charities et

c Have you received financial assistance from any other sources this year?

~~Yes~~/No

If yes, please give details _____

d Have you applied for financial assistance from any other source this year and have been refused or not received a reply to date? ~~YES~~/NO

If yes, please give details _____

e How much finance has been raised for this purpose to date? £ _____

f If you have any additional information to support your application, please state here

9 Please complete the income and expenditure figures for your organisation for the last financial year. Alternatively, you may provide a copy of your own statement of accounts for the last financial year. However, there **MUST** be **TWO SIGNATORIES** on this form (below) and on any additional paper work relating to your accounts.

Income & Expenditure Account for the Financial Year ended 31 March, 20__			
Income	£	Expenditure	£
Surplus b/f from previous year		Deficit b/f from previous year	
Total Membership Subscriptions		Rent	
~ Other Income		Rates	
		Heating/lighting	
		Other expenditure	
Investment Income			
Deficit c/f to Next Year		Surplus c/f to Next Year	
	#	[These figures should be the same]	#

~ Please list individually and include all donations/grants.

WE CERTIFY THAT THE DETAILS GIVEN ABOVE, AND ATTACHED, ARE CORRECT.

Signed: <u>Y. Thomas</u>	Signed: <u>D. M. Ellis</u>	Date <u>2.9.15</u>
Position: <u>Church Steward</u>	Position: <u>TREASURER</u>	

Cascade M. Church

Spellingauer C. Council
2. 9. 15

To whom it may concern, The church is becoming more of a community church and to enable us to continue to do this we need to advertise the activities in the church and make it more accessible for wheelchairs etc.

I have enclosed the two tickets for these items and maybe you could give some financial assistance with this, it would be very much appreciated, thank you.

Yours faithfully

(Mrs) Yvonne Thomas

Church Steward

Accounts - Cascade Chapel - 2013/2014

Income		Expenditure	
Collections	6214-06	Assessment	6640-00
Covenants	1387-50	Donations (Meth)	155-00
Donations (Individual)	300-00	CCLI licence	68-00
Don. For SS work	250-00	Pastoral	116-29 6979-29
Lunch Club efforts	179-80	Bibles (ex DE)	142-22
Sponsored walk	422-50	Roots (ex SS)	82-00 224-22
Harvest Supper	38-55		
Dowlais church	33-00		
Easter Offering	45-00	Easter Offering	45-00
Funeral collection	63-00		
From Property a/c	1353-82		

10287-23

Excess inc over exp

7248-51

3038-72

10287-23

General a/c balance

At 1.9.13

2142-83

For year

3038-72

Bank Balance @ 31.8.14

5229-70

Cash in Hand

156-25

Overpaid to SWALEC

60

Balance 31.8.13

5181-55

Less cheques not paid

5386-55

205-00

5181-55

Property Fund

Outside Users

3690-00

Church Clubs

1010-00

Funerals

110-00

Luncheon Club

336-80 5146-80

Donation

300-00

5446-80

Electricity

316-30

Gas

1517-00

Insurance

585-41

Water

288-77

Safety

94-32

Cleaning

467-34

3269-14

New cleaner

199-00

Clock (ex DE)

143-10

Maintenance

142-74

Garden

39-00

523-84

Loan repayment

300-00

4092-98

To General A/c

1353-82

5446-80

5446-80

Reserve (in CFB)

Balance at 1.9.12

2792-78

CFB interest

19-30

Balance at 31.8.13

2812-08

Notes:1 The interest free loan is now totally repaid.

2 The balance of amounts given for various purposes is as follow:

Dorothy Evans.		Sunday School	
Original	300-00		250-00
Clock	143-10	Roots (SS lit.)	82-00
Bibles etc	142-22		
Balance	14-68		168-00

3. We now have a legacy of £10,000, bequeathed by Graham Gardiner, and invested with the Trustees for Methodist Church Purposes.

We have examined the receipts and payments accounts and statements of funds and affirm that cash in hand and at the bank and all investments and loans outstanding have been verified.

In our opinion the receipts and payments account and funds statement give a true and fair view of the state of affairs of Cascade Methodist Church as at 31.8.14

J.M.Hill for Circuit Audit Team 14 Oct 2014

From: Tamsin Graves [mailto:tamsingraves@btconnect.com]
Sent: 30 July 2015 11:52
To: Mortimer, Ceri (Gelligaer)
Cc: Liam Churcher; sarah.canolfansiloh@gmail.com; Cllr. Angel, Alan
Subject: Atb: Siloh Centre gardens - more attachments

Hi Ceri

Just realised I hadn't attached the plan for the Stage 1 (backyard) redevelopment at Siloh. So here is it, with costings, for you to forward to the Community Council members please.

Can you let us know whether the Community Council is in a position to support both Stages of this project? Our aim is to provide something visually pleasing in this part of Oakfield St, with colour, greenery, and the sense of a peaceful oasis. With so many local folk coming and going to the Surgery as well as to the school, we are aiming for a redevelopment which will enhance and improve the street environment, especially as the yard previously was often full of weeds and discarded litter, and the pavement below the railings has been a popular congregating point for Lewis Girls students.

We have found during our work at the Centre, that people are very ready to 'open up' in an informal context, so we have had many chats with Centre users about issues ranging from health anxieties, to family bereavement, to emotional and spiritual concerns - sometimes leading to prayer. The new use of the rear garden, and eventually the front too, will open up an extra space for more opportunities to offer this sort of community support.

With thanks for your interest and support,

Tamsin

Tamsin Llwyd Graves
Canolfan Gristnogol Siloh Christian Centre
Stryd Oakfield Street
Ystrad Mynach
Hengoed
CF82 7AF
01443 813617
www.siloh.co.uk

Siloh Centre - Front and Rear garden/yard redevelopment

Costing (approx) for Stage 1 redevelopment
(backyard greening and seating)

Pebbles / mosaic tiles / gravel - £35

Thermalite Block - £30

Stone Delivered - £120

Stone - £0 (donated)

Mosaic from Siloh Square - £0 (donated)

Topsoil - £40

Sand & Cement - £20

Plants - £150 / £200

Additional extra (tbc)

Pond - £80

Pump - £20

Total = £545

Planning, costing, labour provided by
Liam Churcher and team, Groundworks Wales



* NOT TO SCALE *

From: Peter Gregory [mailto:Peter.Gregory@artscouncilofwales.org.uk]

Sent: 09 September 2015 16:07

To: Peter Gregory

Subject: FW: Cynllun Noson Allan, Cyngor Celfyddydau Cymru / Arts Council of Wales' Night Out scheme

Hoffech chi Noson Allan wych ar garreg eich drws?

Would you like a great Night Out close to home?

Trowch eich Neuadd bentref yn theatr dros dro

Turn your village hall into a pop-up theatre



Mae Noson Allan yn rhoi cymorth i bobl leol i ddod ag adloniant broffesiynol i'w cymuned leol.
Night Out helps local people bring professional entertainment into the heart of their community.

Am fwy o wybodaeth a syniadau am sioeau ewch i'n gwefan www.nosonallan.org.uk neu ffoniwch ni ar 02920 441340

For more information and show ideas please visit our website at www.nightout.org.uk or give us a ring on 02920 441340

Gwylwch y fideo yma <http://goo.gl/komr5> Find Out More by watching this short video <http://goo.gl/ewijl>

Pete, Hilary, Nia & Elen ymholiadau@nosonallan.org.uk enquiry@nightout.org.uk

Gelligaer Community Council

Project Summary 2015/16

23rd September 2015

Project No.	Project name	Description and comments	Date	Amount Pledged	Amount Paid	Amount Not Paid
354	Health Messages in local surgeries	Health messages on a loop system at local surgeries - Gelligaer & Oakfield Y.M £619 TV(monitor) Brackets £63 Installation costs £95 <small>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</small>	2013/14	777		777
353	Ystrad Mynach Christmas Market 2015	Contribution towards the Christmas Market to ensure its continuity <small>LGA 1972, s.145 (provision of entertainment, festivals & support of the arts)</small>	2015/16	1,500		1,500
352	Bethel Evangelical Church	To improve disabled access and facilities <small>LGA 1972, s.133</small>	2015/16	2,500	2,500	0
351	Roman Fort Guide Books in Welsh	Design and print 200 Roman Guidebooks in Welsh in readiness for the Eisteddfod at Llancaiach 25th May 2015 <small>Welsh Language (Wales) Measure 2011</small>	2015/16	835	835	0
350	Community Notice Board	o/s Magnum Stores to advertise council business, community events and news <small>LGA 1972, s.142</small>	2015/16	1,167	927	240
348	Youth Club Cefn Hengoed	Rebuild/ Refurbishment of centre Technical services fees <small>Local Government (Miscellaneous Provisions) Act 1976 s.19</small>	2014/15	3,520		3,520
345	Women's Refuge	To provide welcome packs to mothers on arrival at Gilfach (£330) & mattresses for YM (£330) <small>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</small>	2013/14	660	330	330
343	Ystrad Mynach Primay Centenary Mosaic	To undertake a centenary mosaic with children to mark 100 years since opening <small>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</small>	2014/15	2,000	500	1,500
342	Hanging Baskets at Ystrad Mynach	12 summer hanging basket throughout the town plus a planter of flowers attached to railings to the front of pier head building <small>LGA 1972 s.144 (encourage tourism/visitors)</small>	2015/16	3,406		3,406
336	Motorbike Inhibitor	To be installed between f/path on Hospital Road <small>Highways Act 1980 ss.53,50 (power to maintain fpaths)</small>	2013/14	2,800	1,850	950
335	Family Day Trip Community 1st Areas £325 per coach	Fund 6 no.49 seater coaches for a family day trip to beach 8th Aug 2015 Gelligaer 15th Hengoed & Cefn Hengoed, 22nd TYB <small>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</small>	2015/16	1,950		1,950
330	Bands in the Park 2015	Tiryberth Park - Sunday 5th July 2015 Ystrad Mynach - Sunday 14th June 2015 <small>(increase of £30) LGA 1972, s.145 (provision of entertainment, festivals & support of the arts)</small>	2015/16	692		692

228	Pantomimes throughout Gelligaer CC 2015 Sleeping Beauty Ticket printing (£125)	(1) Gelligaer Comm Centre Wed 2nd Dec 6.30 (2) Penybryn Village Hall Mon 7th Dec 6.00 (3) Lyndsey Club Wed 9th Dec 5.30 (4) TYB Primary Thurs 10th Dec 5.30 (5) Hengoed Community Centre Mon 14th Dec 5.30 (6) Lewis Girls, YM Sun 20th Dec 2.30 & 5.30 <i>LGA 1972 s.145 (provision of entertainment, festivals & support of the arts)</i>	2015/16	3,835 125		3,835 125
222	Tiryberth Memorial	Granite stone purchased - awaiting for names to be inscribed (member making enquiries) <i>War Memorials (LA Powers) Act 1923, s.1; as extended by LGA 1948 s.133</i>	2012/13	1,000	813	188
218	Wild flower seed mix	Sowing at (1)Tiryberth park banking (2)by The Cross P/H (3) on triangular section near Derwendeg School (4)in the verge past Brynsiriol R/A <i>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</i>	2015/16	1,250		1,250
217	Pensioner bungalows Heol Dewi	4 car parking spaces <i>Local Government (Miscellaneous Provisions) Act 1976 s.19</i>	2012/13	5,000		5,000
212	Gelligaer Young Citizens	A bi-annual event - awards presentation Cert's & £20-30 vouchers (max 10) (funded with Chairman) <i>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</i>	2015/16	75		75
167	Community Newsletter In progress	Issue Summer 2015 Qty 8000 Distribution @ 0.06p - being delivered <i>LGA 1972 s.142</i>	2015/16	1050 480		1,050 480
New Project	Siloh Church Garden	To improve the garden area to front of the church for people to enjoy - costs req'd <i>LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)</i>	2014/15	tbc		
New Project	Pottery Lane	Site meeting with ward members & CCBC to rid of litter and restore natural beauty <i>Public Health Act 1875, s.164, Open Spaces Act 1906, ss 9, 10</i>	2014/15	tbc		

TOTAL

48029

Pledged	Paid	Not Paid
34,622	7,755	26,868

Sent: 26 August 2015 13:45

Subject: FW: Email to send rount to Councillors

FORWARDED ON BEHALF OF THE DEVELOPMENT PLANS TEAM

**CAERPHILLY COUNTY BOROUGH SMALLER SCALE WIND TURBINE
DEVELOPMENT: LANDSCAPE SENSITIVITY AND CAPACITY STUDY**

The Council, along with our neighbouring authorities in the Heads of the Valleys area, commissioned Gillespies LLP to produce a study that looked into the cumulative effects that wind turbines were having on the landscape, within the Heads of the Valleys area. This study, titled '*Heads of the Valleys Smaller Scale Wind Turbine Development, Landscape Sensitivity and Capacity Study*' was formally consulted in late 2014. Representations made during this consultation period were incorporated, where appropriate, in the final Heads of the Valley Study.

Further to this, Caerphilly County Borough Council commissioned Gillespies to extend the study area to include the remainder of the County Borough. This study, titled '*Caerphilly County Borough Smaller Scale Wind Turbine Development: Landscape Sensitivity and Capacity Study*' has now been produced and the Council is now inviting comments on **Section 3, 4 and 6** of this document, which details the landscape units and specific sensitivity analysis.

Please note the consultation is **not** covering the methodology of the Sensitivity and Capacity studies (outlined in Sections 1,2 and 5), as this principle has already been established and agreed through the consultation exercise undertaken for the Heads of the Valleys Study.

The consultation will take place from **26 August 2015 to 6 October 2015**. For more details on the consultation, please visit our consultation page at www.caerphilly.gov.uk/spg. Representations should be sent in writing to ldp@caerphilly.gov.uk or by post to Pontllanfraith House, Pontllanfraith, Blackwood, NP12 2YW.

Following on from this public consultation, the intention is for both studies to be presented to Council for adoption as Supplementary Planning Guidance (SPG) in due course.

If you have any queries, please contact the Development Plans Team on the LDP hotline number 01495 235376.