

CAERPHILLY
TOWN
COUNCIL



CYNGOR
TREF
CAERFFILI

TOWN CLERK:
CLERC-Y-DREF:

K. Williams

TOWN MAYOR:
MEIR Y DREF:

Councillor
Phil Bevan

13th July 2015

An Ordinary Meeting of the Caerphilly Town Council will be held at the Twyn Community Centre on Monday 22nd July 2015 at 6.30 p.m.

Any Member requiring further information on any item should contact me before the Meeting.

K. Williams
TOWN CLERK

A G E N D A

1. To note Members' attendance and to receive any apologies for absence.
2. Declarations of Interest in any item.
3. To receive and if thought fit to confirm the Minutes of the Ordinary Council Meeting held on 15th June 2015 (herewith).
4. Matters arising from the Minutes if not covered by the Agenda.
5. COMMUNITY SAFETY MATTERS
6. TOWN MAYOR'S DIARY
7. ENVIRONMENTAL MATTERS
8. PROJECTS AND TOWN CLERK'S REPORT
 - a. Morgan Jones Play Day 5th August.

Address: The Twyn Community Centre The Twyn Caerphilly CF83 1JL
Telephone and Fax: Caerphilly 02920 888777
E-mail: towncouncil@tiscali.co.uk
Office Hours: Monday, Tuesday and Wednesday mornings 9.30a.m. to 12.30p.m

- b. Online Survey.
- c. Morgan Jones Park – Gate Keeper.
- d. Concessionary Use of Caerphilly Castle.
- e. Caerffili Lions – Peace Poster Competition.

9. **PLANNING MATTERS** (see list attached)

10. **PAYMENTS AND FINANCIAL MATTERS**

- a) List of Payment.
- b) Bank Account Balances.
- c) Application for Financial Assistance
 - i. Eisteddfod Y Cymoedd.
 - ii. Undercurrents.
 - iii. Senghenydd Youth Drop in Centre.
 - iv. Caerphilly Miner’s Centre for the Community.
- d) Guaranteed Investment Account.

11. **CORRESPONDENCE**

Ombudsman Annual Report 2014/2015.

12. **ANY OTHER BUSINESS**

CAERPHILLY

TOWN

COUNCIL



CYNGOR

TREF

CAERFFILI

TOWN CLERK:
CLERC-Y-DREF:
Ken Williams

TOWN MAYOR:
MEIR Y DREF:
Councillor
Mr. P. J. Bevan

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CAERPHILLY TOWN
COUNCIL HELD AT THE TWYN COMMUNITY CENTRE
ON MONDAY 15TH JUNE 2015**

Present:

Councillors M. Newman, C. Elsbury, E. Talbot, J. Hibbert, R. Williams, G. Pratt, J. Fussell, P. J. Bevan (Town Mayor) J. Pritchard and S. Morgan.

Apologies:

Councillors S. Kent and S. Cook.

In attendance:

Mr. K. Williams (Town Clerk).

20. **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY 11TH MAY 2015**

Minutes of the Ordinary Council Meeting held on Monday, 11th May 2015 were received, confirmed and signed.

21. **MATTERS ARISING FROM THE MINUTES**

No matters arising from minutes.

22. **COMMUNITY SAFETY MATTERS**

Criminal damage around Bedwas Road area and theft from sheds are still ongoing.

Reductions in anti-social behaviour around town by about 30%. Primarily because of the schemes for youths taken them off the streets e.g. Fab Friday.

Velathon – Problems with road closures because of the length of time the roads were closed.

Issues raised by Members:

- a. Watford Road past the former Miner's Hospital – speeding cars causing a problem.
- b. PCSO Matt Pearce was thanked for his work at Twyn School.
- c. Dylan Drive, Churchill Park – Kids jumping on garage roofs.
- d. Junction White Street/Bartlett Street – 16th May 2015.

Cardiff taxi went wrong way down street from Bus Station to Bartlett Street – Police officer spoke to taxi driver but no further action was taken.

- e. Drug taking in lanes on either side of Broomfield Street.
- f. Parking in lane behind Nantgarw Road.
- g. Speeding on Nantgarw Road by Railway Pub heading for Caerphilly.

23. **TOWN MAYOR'S DIARY**

Urdd 25th to 30th May.

Flower Festival 12th June to 14th June.

24. **ENVIRONMENTAL MATTERS**

- a) Broken glass along south wall of railway station (King Edward Avenue).
- b) Lane rear Broomfield Street and Salop Street. Broken glass and cardboard boxes.
- c) Car park rear Bartlett Street – Japanese Knotwood.

25. **PROJECT AND TOWN CLERK'S REPORT**

a) **Roundabout at Dylan Drive.**

Differed until residents meet with members.

b) **Minor Authority Representative – Twyn School**

Councillor Jenny Hibbert informed the Council she wished to resign as a school governor for the Twyn School.

Councillor Simon Morgan nominated as the Town Council's representative.

c) **Summer Scheme at Caerphilly Leisure Centre**

Members discussed the report and agreed to 30 places for 4 weeks at a cost of £4,800.

d) **Risk Assessment – Fireworks Display**

The clerk informed members the Risk Assessment has been accepted by CADW. Members approved the Risk Assessment.

26. **PLANNING MATTERS**

Councillors James Fussell and Colin Elsbury declared an interest and took no part in the discussions or decision making.

Councillor Pritchard declared an interest in 15/0288/LA and took no part in the discussions or decision making on this application.

15/0336/RET – Members asked for more information.

27. **PAYMENT AND FINANCIAL MATTERS**

- a. List of Payments & Income – Noted and Approved.
- b. Bank Account Balances – Noted.
- c. Application for Financial Assistance

	£
i) Caerphilly County Borough – Mayor’s Charity Appeal	500
ii) Mount Carmel English Baptist Church	850
iii) St. Martin’s School	250
iv) Caerphilly Runners	530

Councillor Elsbury declared an interest in 27c (iii and iv) and took no part In the discussions or decision making.

28. **CORRESPONDENCE**

- a. One Beat Road Show – Noted.
- b. 5 Man Cleaning Team.
- c. Barrier Attendant – Morgan Jones Park

Deferred for more information in particular – total cost, current contract, job description. It was also suggested a self-employed person could be used for this post.

Members asked the clerk to write to the police on this issue.

Next meeting 20th July 2015.

Morgan Jones Play Day - 5th August 2015

A request has been received for the Town Council to assist with the funding of the National Play Day at Morgan Jones Park by once again paying for the climbing wall that will be used on the day.

The cost of hiring the climbing wall is £250.

Members are asked to consider this report.

Online Survey

The Town Council's Website now has an Online Survey asking residents views of the services provided by the Town Council.

The survey includes the main events put on by the Council and the average cost per property.

Members are asked to consider if this is adequate or if the total cost should also be included in the survey to give residents a full picture of the monies spent on their behalf.

Gate Keeper – Morgan Jones Park

Members were informed at the last meeting that the County Borough had cancelled the contract of the Gate keeper because of budget cuts.

The employee of the borough was employed for 6 hours a week.

If members wish to continue with a gate keeper it may be possible to use an agency as opposed to employing a person itself.

The cost of employing a person to open and lock the gates based on the minimum wage of £6.70 an hour will be £2090. If members decide to pay the living wage the cost will be £2449.

Should members opt to use an agency to carry out this work the cost will undoubtedly be more.

Members are asked to consider this report.

Concessionary use of Caerphilly Castle

A request has been received for a concessionary use of Caerphilly Castle from Osian Llyr Rowlands for a St. David's Gala dinner on Saturday 27th February 2016.

The main aim of the event is to involve local people following the success in the build up to the Urdd Eisteddfod. Monies raised from the event will be used either to support local charities, the Urdd locally or the Urdd Eisteddfod.

Members are reminded the Town Council has 6 concessions per calendar year and all six remain for 2016.

Members are asked to decide on this application.

Caerffili Lions Club - Peace Poster Competition

A request has been received from Caerffili Lions for the Town Council to sponsor this year's Peace Poster Competition. The title for this year's entry is "Sharing Peace".

The Council has sponsored this event in the past and this year the Lions are looking for a sponsorship of £250.

Members are asked to consider this request.

Case Ref.	15/0352/RET	Site Area:	86m²
Location:	41 Bartlett Street Caerphilly CF83 1JS		
Proposal:	Retain the change the use of first floor retail accommodation to a two bedroom residential flat		
Applicant:	Ms D Griffin & Ms C Griffin 41 Bartlett Street Caerphilly CF83 1JS		
Agent:	Lloyds PMS Ltd Mr D Willicombe Deal Sunnybank Machen Caerphilly CF83 8PY		
Case Officer:	Mr A Pyne	☎ 01495 235197	✉ pynea@caerphilly.gov.uk
Ward:	St Martins	Map Ref:	315708 (E) 186675 (N) Expected Decision Level: Delegated
Community Council: Caerphilly Town Council			

Case Ref.	15/0398/FULL	Site Area:	308m²
Location:	77 St David's Way Watford Caerphilly CF83 1EZ		
Proposal:	Install a pre-cast concrete garage		
Applicant:	Mr G Bishop 77 St David's Way Watford Caerphilly CF83 1EZ		
Agent:	R Edmunds Sectional Garage Mr B Edmunds Lower Malthouse Farm Malthouse Lane Caerleon Newport NP18 3SL		
Case Officer:	Mr A Pyne	☎ 01495 235197	✉ pynea@caerphilly.gov.uk
Ward:	St Martins	Map Ref:	315118 (E) 186202 (N) Expected Decision Level: Delegated
Community Council: Caerphilly Town Council			

Case Ref.	15/0415/FULL	Site Area:	1113m²
Location:	10 Y Dolydd Watford Caerphilly CF83 1NT		
Proposal:	Erect two-storey rear extension		
Applicant:	Mr W Pole 10 Y Dolydd Watford Caerphilly CF83 1NT		
Agent:	Penrose Architectural Services Mr D Watkins 46 High Street Pengam Blackwood NP123SZ		
Case Officer:	Mr A Pyne	☎ 01495 235197	✉ pynea@caerphilly.gov.uk
Ward:	St Martins	Map Ref:	314638 (E) 186178 (N) Expected Decision Level: Delegated
Community Council: Caerphilly Town Council			

Case Ref. 15/0319/NCC **Site Area:** 2134m²
Location: Creazione Fitness Co Block E - Sparks House Western Industrial Estate
Caerphilly CF83 1BQ
Proposal: Vary condition 4 of planning consent 14/0625/RET to retain the hours of opening of
the first floor of 06:30 - 21:30 (Monday - Friday) and 07:30 - 18:00 (Saturday, Sunday
and Bank Holidays)
Applicant: Creazione Mr M Evans Block E - Sparks House, Western Industrial Estate Caerphilly
CF83 1BQ
Agent: Lloyds PMS Ltd Mr D Willicombe Deall Sunnybank Machen Caerphilly CF83 8PY
Case Officer: Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk
□
Ward: St Martins **Map Ref:** 314209 (E) 186393 (N) **Expected Decision Level:** Delegated
Community Council: Caerphilly Town Council

Case Ref. 15/0377/FULL **Site Area:** 273m²
Location: 9 Clos-Yr-Arad Caerphilly CF83 1TN
Proposal: Convert roof space to create additional bedrooms/bathroom including dormer
windows and an increase in ridge height
Applicant: Mr S Jones 9 Clos-Yr-Arad Caerphilly CF83 1TN
Agent: Ace Space Converters Mr M Sterio 30 Bishopston Road Cardiff CF5 5DY
Case Officer: Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk
□
Ward: St Martins **Map Ref:** 313966 (E) 186151 (N) **Expected Decision Level:** Delegated
Community Council: Caerphilly Town Council

Case Ref. 15/0397/COU **Site Area:** 174m²
Location: 3 Station Terrace Caerphilly CF83 1HD
Proposal: Change the use to a cafe/hot food takeaway on ground floor with residential flat on
first floor (A2 to A3 and C3)
Applicant: Mr I Jaura 48 Penylan Road Penylan Cardiff CF24 3PF
Agent: STP Architects Mr D Poole Old School House Hengoed Road Hengoed CF82 7JS
Case Officer: Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk
□
Ward: St Martins **Map Ref:** 315608 (E) 186603 (N) **Expected Decision Level:** Delegated
Community Council: Caerphilly Town Council

LIST OF PAYMENTS

CHEQUE NO.	PAYEE	IN RESPECT OF	AMOUNT £
303555	ECL Plastics	Cable Ties for Collection Buckets	34.20
303556	Playworks	June Salaries	1556.76
303557	Digital Systems	Photocopying	9.90
303558	Robert Price	Steward for Flower Festival	60.00
303559	CCBC Mayors Appeal	County Mayors Charity	500.00
303560	Mount Carmel Baptist Chapel	Donation	850.00
303561	St. Martin's School	Donation	250.00
303562	Caerphilly Runners	Donation	530.00
303563	Ysgol Gynradd Gymraeg y Castell	1st Prize for Flower Festival	100.00
303564	Hendredenny Park Primary	2nd Prize for Flower Festival	50.00
303565	K. Williams	Mileage & Expenses	183.21

Bank Account Balances as at 7th July 2015

	£
Community Direct plus A/c	15477.79
Business Select 14 day A/c	30492.27
Business Select 14 day Gratuity A/c	4037.54
Fixed Rate Deposit A/c	30558.59

2 Cae Bedw
Caerffili
CF83 2UU

✉ mairgwynant@hotmail.co.uk

☎ 02920 882665

1 July 2015

Mr K Williams
Clerk - Caerphilly Town Council
Twyn Community Centre
The Twyn
Caerphilly
CF83 1JL

Dear Mr Williams

EISTEDDFOD Y CYMOEDD/VALLEYS EISTEDDFOD

I write to you on behalf of the Eisteddfod y Cymoedd (Rhymney, Sirhowy, Ebbw, Aber and Darran valleys) Committee to appeal for any financial assistance that your Council may be able to contribute towards the above named Eisteddfod. Understandably, the financial support over the last two years has been directed at the successful Urdd National Eisteddfod. That has now moved on. Eisteddfod y Cymoedd remains.

This event has been held annually at Lewis Girls School, Ystrad Mynach since 2007 and arrangements are already in hand for the next Eisteddfod which will be held there on Friday 16 October 2015.

The Eisteddfod's objectives are as follows:

- To create an opportunity for people of all ages to participate in a community activity whilst promoting the use of the Welsh language in an inclusive setting within the County Borough.
- To strengthen the community's cultural and linguistic identity by encouraging participation by Welsh speakers, Welsh learners and non-Welsh speakers.
- To encourage a varied cross section of people from within the County Borough to assist in the organisation and management of the event.

In these difficult economic times, it is important that we encourage local performing arts by providing an opportunity for them to be staged before an enthusiastic and supportive community made up of families and relatives, friends and neighbours who are very appreciative of a lively evening's entertainment. There has been a steady increase in audience numbers each year as the Eisteddfod increases its profile and attracts more competitors.

The Committee would like to take this opportunity to express their warmest thank to local authorities and other public bodies for their generosity in assisting this Eisteddfod. It has been highly successful in attracting competitors and audiences of all ages from varying linguistic backgrounds across the County Borough and beyond. With this in mind, we would like to make an appeal for financial assistance towards publicity, prizes, administrative costs, catering and accommodation at Lewis Girls School, where the Eisteddfod is to be held. A financial contribution will enable us to proceed with our plans to attract further interest from individuals, organisations and societies/local groups as well as attracting competitors by providing them with a stage worthy of competitions of the highest standards, whilst enhancing the reputation of the area as a centre for culture and local talent.

Thank you very much for your attention to this letter. I look forward to hearing from you as soon as possible.

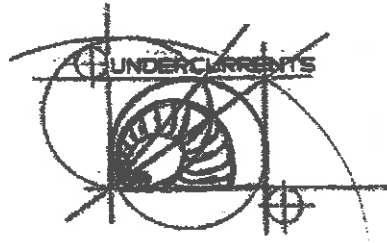
Yours sincerely

M. P. P.

MAIR GWYNANT
Treasurer Eisteddfod y Cymoedd/Valleys Eisteddfod

Undercurrents

Arts in the Aber Valley



Secretary: Barbara Turton

Garth Hall Abertridwr Caerphilly CF83 4DS

Phone: 029 2083 0261

email: barbaraturton@aol.com

22 June 2015

Mr K Williams
Caerphilly Town Council
The Twyn Community Centre
The Twyn
CAERPHILLY
CF83 1JL

Dear Mr Williams

Undercurrents (Arts in the Aber Valley)

Our organisation is dedicated to promoting and encouraging all the art forms throughout the Aber Valley. To this end, we organise art and literature competitions each October and follow up with a Festival week. During that time we produce an exhibition in the Nazareth Community Centre in Abertridwr, and a series of cultural events throughout the Valley.

Although centred in the Aber Valley, the competitions and events draw their participants and audiences from across the Caerphilly Basin and indeed from further afield. We are very grateful to our own community council for their generous sponsorship, which enables us to publicise the festival and offer appropriate prizes, but we still have to find additional funding to enable us to stage the exhibition and the events during the week. There are opportunities for local young people to showcase their talents during the week, and a professional story and music show.

To this end, I am writing to ask if your Council can see their way to making a donation towards the costs of the Festival. I am also pleased to enclose an invitation to the Opening Night and Prize giving which this year is on Saturday 10 October in the Abertridwr Community Centre, Thomas Street, Abertridwr.

Thank you for your attention to this matter and I look forward to hearing positively from you.

Yours sincerely

A handwritten signature in cursive script that reads 'Barbara Turton'.

Barbara Turton

Secretary

CAERPHILLY TOWN COUNCIL
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. NAME OF ORGANISATION and Headquarters and principal area or place of operation.

Senghennydd Youth Drop in Centre, Gwern Ave Senghennydd
Aber-Valley, Treennydd/Penytydd, Churchill Park CF83 1JL

2. NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION

Dave Brunton, Project Manager
Address Above

3. PURPOSE OR ACTIVITIES OF ORGANISATION – if possible attach copy of Constitution

Youth and Communities Activities / Projects

4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:

Total No. 300 Number Resident in Town Council area (see attached map) 40

5. MEMBERSHIP FEES, if applicable £1 Per YEAR.

6. PRESENT FINANCIAL POSITION:- This should be as full as possible, but should at least detail funds held and outstanding debts and credits; if possible attach latest Financial Statement of Organisation.

See Accounts.

7. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:

SYDIC need Assistance to run a Summer
Activities Week in Churchill Park, Plas-y-felm
School - Contributions already made by Gwent High
Sheriff

This form should be returned to: Town Clerk, Caerphilly Town Council, The Twyn Community Centre, The Twyn, Caerphilly CF83 1JL.

£950.

N.B. If insufficient space is provided for the information requested, please continue on another sheet.

SENGHENYDD YOUTH DROP IN CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2014

2. INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
All income related to primary purpose activities.				
Voluntary income:				
Sundry donations	0	0	0	0
Grants:				
WAG: Communities 1st; salaries	107,959		107,959	114,642
Various: SYDIC salaries	21,991		21,991	0
ABHB: Health; salaries	24,175		24,175	26,846
St Cenydd School: Inclusion services; salary	16,759		16,759	10,032
Educ8: SYDIC salaries	10,721		10,721	0
WAG: Centre overheads	6,986		6,986	0
CCBC: Jobs Growth Wales	1,300		1,300	0
CCBC: Safer communities	3,380		3,380	500
WAG: Communities 1st; salaries			0	23,281
CCBC: Community regeneration; salaries			0	5,414
GAVO: Healthy Eating; salary			0	5,652
GAVO: Youth; salaries			0	164
Apprentice			0	1,950
Lloyds Bank plc: computers, community work.			0	7,000
Energy Saving Trust: Wind-turbine project		21,659	21,659	69,067
	193,271	21,659	214,930	264,548
	193,271	21,659	214,930	264,548
Activities for generating funds:				
Sale of food	7,317		7,317	5,925
Provision of services	4,960		4,960	7,195
	12,277	0	12,277	13,120
Incoming resources from charitable activities:				
Leisure and social provision	6,981		6,981	3,440
Alternative curriculum provision	109		109	242
	7,090	0	7,090	3,682
Other incoming resources				
Heritage Project & Senghenydd Community Centre	22,363	0	22,363	12,281
	235,001	21,659	256,660	293,631

WAG
ABHB
CCBC
GAVO

Welsh Assembly Government
Aneurin Bevan Health Board
Caerphilly County Borough Council
Gwent Association of Voluntary Organisations

**SENGHENYDD YOUTH DROP IN CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2014**

3. RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Fundraising trading costs:				
Food costs	6,296		6,296	7,025
Costs of services provided	0		0	0
	<u>6,296</u>	<u>0</u>	<u>6,296</u>	<u>7,025</u>
Costs in furtherance of charitable objectives				
Leisure and social provision	213,051	4,918	217,969	226,832
Alternative curriculum provision	109		109	303
	<u>213,160</u>	<u>4,918</u>	<u>218,078</u>	<u>227,135</u>
Governance costs:	<u>1,250</u>	<u>0</u>	<u>1,250</u>	<u>1,250</u>
Other resources expended:				
Heritage Project & SCC	22,363	0	22,363	12,281
Natural Power		21,659	21,659	93,887
	<u>22,363</u>	<u>21,659</u>	<u>44,022</u>	<u>106,168</u>
	<u>243,069</u>	<u>26,577</u>	<u>269,646</u>	<u>341,578</u>

4. GOVERNANCE COSTS	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Independent examination fees	1,000		1,000	1,000
AGM and annual report costs	250		250	250
	<u>1,250</u>	<u>0</u>	<u>1,250</u>	<u>1,250</u>

5. TOTAL RESOURCES EXPENDED	Staff costs £	Other costs £	Total 2014 £	Total 2013 £
Direct charitable expenditure	218,852	49,544	268,396	340,328
Governance costs		1,250	1,250	1,250
	<u>218,852</u>	<u>50,794</u>	<u>269,646</u>	<u>341,578</u>

The aggregate payroll costs were:	2014 £	2013 £
Wages	204,436	198,482
Social security costs	14,416	14,814
	<u>218,852</u>	<u>213,296</u>

None of the trustees received any remuneration or expenses for their services.

No employee earned more than £60,000 in this financial year.

Particulars of employees:

The average number of full-time equivalent staff employed by the charity during the financial year was:

	2014	2013
Management and administration	0	0
Service provision	9	12
	<u>9</u>	<u>12</u>

**SENGHENYDD YOUTH DROP IN CENTRE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET
AS AT 31 MARCH 2014**

	Note	2014		2013	
		£	£	£	£
FIXED ASSETS					
Tangible assets	6		5,708		6,741
CURRENT ASSETS					
Stock	7		200		200
Cash at bank and in hand			10,263		22,216
			<u>10,463</u>		<u>22,416</u>
LIABILITIES					
Amounts falling due within one year: unrestricted funds	8		<u>1,000</u>		<u>1,000</u>
Net current assets			9,463		21,416
Net assets			<u>15,171</u>		<u>28,157</u>
REPRESENTED BY					
Unrestricted funds			15,171		22,657
Restricted funds	9		<u>-</u>		<u>5,500</u>
			<u>15,171</u>		<u>28,157</u>

For the year ended 31 March 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

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

On behalf of the Board



ALEX GIBBON
Trustee



LESLEY BRUNTON
Trustee

Approved by the Board on 15 July 2014

CAERPHILLY TOWN COUNCIL
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. NAME OF ORGANISATION

Caerphilly Miners Centre for the Community operates across the Caerphilly Basin and its environs. It is located in the old Caerphilly District Miners Hospital, St Martin's Ward.

2. NAME AND ADDRESS AND OFFICIAL POSITION OF PERSON MAKING APPLICATION

Katherine Hughes, 26 Bryngwyn, Caerphilly CF83 1ET – Company Secretary and Project Manager

3. PURPOSE OR ACTIVITIES OF ORGANISATION

Charity working to restore 'The Miners' as a social enterprise delivering services to support learning, well-being and social inclusion. A copy of our constitution is enclosed.

4. MEMBERSHIP OF ORGANISATION / OR BENEFICIARIES OF ACTIVITIES

Total membership: 160 members. Number resident in town council area 7000

5. MEMBERSHIP FEES: Currently generated £1200 for 2015 (at 30/6/15).

6. PRESENT FINANCIAL POSITION:

We are reaching the end of Phases 1 and 2 of the building programme (enveloping and ground floor refurbishment) and have generated £673,000 towards the total cost of £713,000. This represents a £40,000 shortfall. This will provide rooms of varying sizes (20m² – 42m²) including 4 rooms, an IT suite and café. There will be additional costs involved in purchasing computers, fixtures, fittings and furnishings. We are postponing the opening of the café until November / December to allow us to apply for around £10,000 of funding. The rest of the ground floor will be ready by September. We have a loan fund of up to £50,000 available, but we hope to have to draw down as little of this as possible. We are continuing to apply for resources required to complete the capital programme. A recent bank statement is enclosed.

7. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS

Our preference would be for a contribution towards our capital costs. Every £1000 of the draw down loan will cost us £100 per year over 25 years to repay and ideally we would not wish our community to be saddled with a long term debt.

However, if the Town Council wishes to contribute to something specific, we would like to have a contribution towards setting up our Cinema Club, which is the result of our working groups' requesting the showing titles for older, younger, family, new mothers/babies, hearing and visually impaired, and special screenings for children on school holidays and birthday parties. We will need a motorised screen (approx. 100 inch) cost c. £150.00 new, a projector c. £800.00 with a reconditioned laptop/desktop PC c. £350.00. We will also wish to purchase 15 bean bags (c. £20 each) and black-out curtain.

Form to be returned to Town Clerk, Caerphilly Town Council. The Twyn Community Centre, The Twyn, Caerphilly CF83 1JL

Transactions

Account	0892996537101700
Date	From: 01/06/2015 To: 06/07/2015

05/03/2015	Bank Credit Interest	000067		14.24		79,948.99
05/03/2015	Own Account Credit			22,000.00		101,948.99
09/06/2015	Cheque	7205189200200011	200501	33,605.75	300000	68,343.24
15/06/2015	Cheque	8356330900200015	200500	357.02	609602	67,986.22
16/06/2015	Cheque	7306531000200016	200498	142.15	532304	67,844.07
17/06/2015	Cheque	8303286400480001	200479	11.60	089294	67,832.47
19/06/2015	Cheque	7352733000200005	200493	8.00	407036	67,824.47
25/06/2015	Own Account Credit			57.00		67,881.47
26/06/2015	Direct Debit	001-JG016761	JUST GIVING	18.00	434156	67,863.47
29/06/2015	Standing Order	VWF-CMCC	WCVA	1,257.75	20182710489727	66,605.72
30/06/2015	Cheque	7304099600200004	200505	22.20	274425	66,583.52
30/06/2015	BACS Credit	12030460 CAERPHILL	GIVING.COM	28.00	20364740800392	66,611.52
02/07/2015	Cheque	9306705500200012	200506	34,157.18	300000	32,454.34
03/07/2015	Cheque	7250376000200002	200494	32.92	090395	32,421.42
03/07/2015	Cheque	7250910300200005	200504	30.00	407036	32,391.42
03/07/2015	Bank Credit Interest	000067		8.45		32,399.87

CAERPHILLY MINERS CENTRE FOR THE COMMUNITY LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2014**

	Note	Un- Restricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<u>Incoming resources</u>					
Incoming resources from generated funds:					
	2				
Donations		51,864	-	51,864	-
Raffles/Coffee Mornings		473	-	473	2,069
Eight Campaign		670	-	670	-
Memberships		256	-	256	379
Cards		506	-	506	1,005
Fundraising		6,077	-	6,077	3,944
Hoarding Refund		-	-	-	86
Renewals		600	-	600	500
Mugs/T-Shirts/Miscellaneous		90	-	90	358
Promotional Items		42	-	42	-
Interest		121	-	121	5
Bond Refund		-	-	-	100
Proposed Restriction of reserves for IT Suite		(6,077)	-	(6,077)	-
Incoming resources from charitable activities:					
Grants	3	500	6,077	6,577	14,426
Total incoming resources		55,122	6,077	61,199	22,872
<u>Resources expended</u>					
Governance costs	4	(33,291)	-	(33,291)	(14,563)
Total resources expended		(33,291)	-	(33,291)	(14,563)
Net incoming resources before other recognised gains					
Total funds brought forward		7,766	3,301	11,067	2,758
Total funds carried forward	8	29,597	9,378	38,975	11,067

CAERPHILLY MINERS CENTRE FOR THE COMMUNITY LIMITED

BALANCE SHEET

AS AT 31ST MARCH 2014

	Note	2,014		2,013
		£	£	£
Fixed Assets				
Tangible assets	7		-	*
Current Assets				
Debtors		150		200
Cash at bank and in hand		<u>38,825</u>		<u>2,558</u>
		<u>38,975</u>		<u>2,758</u>
Creditors: amounts falling due within one year		<u>-</u>		<u>*</u>
Net Current Assets				
Net Assets	8	<u>38,975</u>		<u>2,758</u>
Unrestricted funds				
General funds	9	29,597		7,766
Restricted funds	9	9,378		3,301
Total Funds		<u>38,975</u>		<u>11,067</u>

For the year ended 31st March 2014, the company was entitled to exemption under section 477 of the Companies Act 2006. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibility for:

- i) Ensuring the company keeps accounting records which comply with section 386; and
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the management committee on 11th August 2014 and signed on its behalf by:

Katherine Hughes

CAERPHILLY MINERS CENTRE FOR THE COMMUNITY LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2014**

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

(e) Fixed assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. No depreciation is provided on freehold land.

2. Incoming resources from Generating Funds

	Unrestricted funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations	51,864	-	51,864	2,069
Raffles/Coffee Mornings	473	-	473	-
Eight Campaign	670	-	670	-
Memberships	256	-	256	379
Christmas Cards	506	-	506	1,005
Fundraising	6,077	-	6,077	3,944
Mugs/T-Shirts/Miscellaneous	90	-	90	358
Renewals	600	-	600	500
Bank Interest	121	-	121	5
Hoarding refund	-	-	-	86
Bond repaid	-	-	-	100
Promotional Items	42	-	42	-
Proposed Restriction of Reserves for IT Suite	(6,077)	-	(6,077)	-
	54,622	-	54,622	8,446

3. Incoming Resources from Activities to further the Charity's Objects

	Unrestricted funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<u>Grants:</u>				
Capital Region	-	-	-	11,125
GE Grant	-	-	-	3,301
Caerphilly Council	500	-	500	-
Proposed Restriction of Reserves for IT Suite	-	6,077	6,077	-
	500	6,077	6,577	14,426

CAERPHILLY MINERS CENTRE FOR THE COMMUNITY LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2014**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
4. Resources expended				11,125
Consultancy Fees	414	-	414	470
Hire of Premises	483	-	483	-
Advertising & Promotion	138	-	138	145
Travel Expenses	-	-	-	86
Project Expenses	371	-	371	297
Public Liability Insurance	-	-	-	994
Printing - Cards	8	-	8	-
Bank Charges	440	-	440	-
Planning Application	257	-	257	-
Subscriptions	615	-	615	909
Office Consumables	-	-	-	50
Petty Cash	-	-	-	129
Refreshments	95	-	95	-
Event Expense	104	-	104	27
Christmas Cards	-	-	-	100
Sponsorships	-	-	-	125
Concert Expenses	-	-	-	50
Computer Equipment	-	-	-	56
Telephone and Fax	30,366	-	30,366	-
Architect & Legal Fees	-	-	-	-
	33,291	-	33,291	14,563

5. Trustee Remuneration & Related Party Transactions
No members of the management committee received any remuneration during the year.

6. Taxation
As a charity, Caerphilly Miners Centre for the Community Limited is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

7. Fixed Assets

8. Analysis of Net Assets Between Funds

	General Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013
Fixed Assets				11,067
Current assets	29,597	9,378	38,975	-
Current liabilities	-	-	-	-
Net assets	29,597	9,378	38,975	11,067

CAERPILLY MINERS CENTRE FOR THE COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2014

9. Movement in Funds

	At 1st April 2013 £	Incoming Resources £	Outgoing Resources £	At 31st March 2014 £
Restricted funds:				
GE Grant	3,301	-	-	3,301
Proposed restriction of reserves for IT Suite	-	6,077	-	6,077
	<hr/> 3,301	<hr/> 6,077	<hr/> -	<hr/> 9,378
Unrestricted funds:	<hr/> 7,766	<hr/> 55,122	<hr/> (33,291)	<hr/> 29,597

Guaranteed Investment Account

The Town Council invested £30,558.59 in a 12 month Guaranteed Investment Account that matures on the 5th August 2015.

The interest rates at the time of writing the report is:

3 months	0.34 %
6 months	0.50 %
12 months	1.12 %

Members are asked to consider the report and determine if the monies should be reinvested in a fixed term account and how long that term should be.