

**CAERPHILLY**

**TOWN**

**COUNCIL**



**CYNGOR**

**TREF**

**CAERFFILI**

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**TOWN CLERK:  
CLERC-Y-DREF:**

**K. Williams**

**TOWN MAYOR:  
MEIR Y DREF:**

**Councillor  
Steve Kent**

9<sup>th</sup> January 2017

**An Ordinary Meeting of the Caerphilly Town Council will be held at the Twyn Community Centre on 16<sup>th</sup> January 2017 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 21<sup>st</sup> November 2016.
4. Matters arising from the Minutes if not covered by the Agenda.
5. Presentation from Health Board Engagement Team.
6. **COMMUNITY SAFETY MATTERS**
7. **TOWN MAYOR'S DIARY**
8. **ENVIRONMENTAL MATTERS**

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

9. **PROJECTS AND TOWN CLERK'S REPORT**
- a) Sec 137 Expenditure.
  - b) Comparison of Actual to Estimates.
  - c) Meeting with the Independent Remuneration Panel for Wales.
  - d) Youth Activity Project.
  - e) Subscriptions.
10. **PLANNING MATTERS** (see list attached)
11. **PAYMENTS AND FINANCIAL MATTERS**
- a) List of Payment.
  - b) Bank Account Balances.
  - c) Application for Financial Assistance
    - i. Llamau.
    - ii. Shining Stars.
12. **CORRESPONDENCE**
13. **ANY OTHER BUSINESS**

CAERPHILLY

TOWN

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TOWN CLERK:  
CLERC-Y-DREF:  
Ken Williams

TOWN MAYOR:  
MEIR Y DREF:  
Councillor  
Steve Kent

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CAERPHILLY TOWN  
COUNCIL HELD AT THE TWYN COMMUNITY CENTRE  
ON MONDAY 21<sup>ST</sup> NOVEMBER 2016**

**Present:**

Councillors Mr. P. J. Bevan, Mr. C. Elsbury, , Mr. R. Williams, Mr. S. Cook, Mr. G. Pratt, Mr. S. Kent (Town Mayor), Mr. S. Morgan, Mr. J. Fussell, Mr. J. Pritchard and Mr. R. Bidgood.

**Apologies:**

Councillors Mrs. J. Hibbert and Mr. E. Talbot.

**In attendance:**

Mr. K. Williams (Town Clerk), Inspector O'Keefe and PCSO John MacDonnell.  
Councillor S. Kent apologised for missing the last meeting but he was unavoidably detained on a family matter.

57. **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY 17<sup>TH</sup>  
OCTOBER 2016**

Minutes of the Ordinary Council Meeting held on Monday 17<sup>th</sup> October 2016 were received, confirmed and signed.

58. **MATTERS ARISING FROM THE MINUTES**

No matters arising.

59. **COMMUNITY SAFETY MATTERS**

Vehicle crimes show a 35% increase.  
Decrease of 12% in other crime figures.  
ASB figures only showed an increase of 3 calls to 31.  
Fireworks Display – Police confirmed 6 officers were at the display.  
Four offenders have been arrested and car crimes have now reduced.  
Two offenders are currently on curfew but it is not believed they are tagged.

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Office Hours: Monday, Tuesday and Wednesday mornings 9.30a.m. to 12.30p.m

**Matters raised by councillors:**

Youths causing disruption at the bus station on Friday 18<sup>th</sup> November.

Vehicle crime around Mill Road Area.

**Your Voice St Martin's Ward:**

Last meeting highlighted Free Running as the number 1 issue. A course was run at the Leisure Centre highlighting the dangers.

Sports Direct have anti climb around their building and Free Running has now reduced in the area.

The latest meeting highlighted vehicle crime as the top priority followed by ASB in the Castle View area.

**Members agreed to:**

Invite the Police and Crime Commissioner to attend a future Town Council Meeting to discuss future policing in Caerphilly Town.

60. **TOWN MAYOR'S DIARY**

7 <sup>th</sup> October	-	Caerphilly Ladies Choir.
2 <sup>nd</sup> November	-	Caerphilly Male Voice Choir.
11 <sup>th</sup> November	-	Remembrance March.
13 <sup>th</sup> November	-	Remembrance Service at Cenotaph.
16 <sup>th</sup> November	-	Twinning AGM.

61. **ENVIRONMENTAL MATTERS**

Litter has been thrown at the end of Railway Terrace by the gates to the old Tar Plant. It appears this has now been cleared up, possibly by residents, but it will be reported to the 5 Man Cleansing Team when they are next in the area.

62. **PROJECTS AND TOWN CLERK'S REPORT**

a. **Band D properties and Council Tax Precept 2017/2018**

Members approved the Town Clerk's report and resolved to set a Council Tax of £13.00 for Band D properties thereby raising a Precept of £80,077.01 for 2017/2018.

b. **Fireworks Collection 2016**

The clerk informed members that this year's charity collection amounted to £6,835.18 to be Divided equally between the Town Mayor's nominated charities, Wales Air Ambulance and Caerffili Lions. In addition a further £120.08 was raised by the Wales Air Ambulance and Lions.

Members unanimously agreed to make up the collection to £7,000 and to give £3,500 to both charities.

63. **PLANNING MATTERS**

Councillor J. Fussell and C. Elsbury declared an interest and took no part in the discussions or decision making.

Councillor R. Bidgood declared an interest in 16/0860/FULL and took no part in the discussion or decision making.

Councillor Bevan declared an interest in land north of 260 Pontygwindy Road and took no part in the discussions or decision making.

Councillor S. Kent and Councillor J. Pritchard declared an interest in 16/0907/FULL and took no part in the discussions or decision making.

Copy of plans for 16/0950/RET requested.

The clerk informed members these could be obtained from the Council's Planning Website.

64. **PAYMENTS AND FINANCIAL MATTERS**

- |                          |   |                     |
|--------------------------|---|---------------------|
| a. List of Payments      | - | Noted and Approved. |
| b. Bank Account Balances | - | Noted.              |

65. **CORRESPONDANCE**

Letter from Morgan Jones Community Allotments – Noted.

66. **ANY OTHER BUSINESS**

Timetable for Switch On - Noted.

Meeting closed 7.15 p.m.

Next meeting 16<sup>th</sup> January 2017.



Llywodraeth Cymru  
Welsh Government

To:  
Clerks of Community and Town Councils  
Directors of Finance  
County and County Borough Councils

16 December 2016

Dear Clerk

**Appropriate Sum under Section 137(4)(A) of the Local Government Act 1972**

**Section 137 Expenditure: Limit for 2017-18**

This is to notify you that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2017-18 is £7.57.

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of and will bring direct benefit to the area or any part of it or all of some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2017-18 will be £7.57 per elector.

For the financial year 2017-18, the appropriate sum for the purposes of section 137(4) is calculated by applying the formula  $(A \times B) / C$  as set out in Schedule 12B to the 1972 Act. The Retail Price Index increased by 2% between September 2015 and September 2016. This means that, by application of the above formula, the maximum sum for 2017-18 increases from £7.42 to £7.57 per elector. (11 868)

Yours sincerely

**Robert Hay**  
**Local Government Finance Policy Division**

Local Government Finance Policy Division  
Yr Is-adran Polisi Cyllid Llywodraeth Leol  
Welsh Government / Llywodraeth Cymru  
Cathays Park / Parc Cathays,  
Cardiff / Caerdydd. CF10 3NQ

**Period – 01/04/16 to 19/12/16**

## **EXPENDITURE**

<u>Budget Head</u>	<u>Expenditure</u>	<u>Budget</u>
	£	£
Flower Festival/Caerphilly in Bloom	5196	14850
Financial Assistance	6408	8000
Fireworks	12556	13000
Concurrent Function/Sponsored Events/ Town Centre	8222	9400
Summer Scheme	4800	4800
Election Costs	NIL	2500
Salaries (incl travelling)	14076	18900
Insurance	2615	2530
Christmas Lights	3342	8000
Audit Fee	200	620
Town Mayor's Allowance	440	900
Office Costs	3300	5800
Subscription	100	250
Floodlighting – St Martin's Church	NIL	350
Twinning	300	300
Fireworks Charity Donation	NIL	5000

## **INCOME**

<u>Budget Head</u>	<u>Income</u>	<u>Budget</u>
	£	£
Precept	79577	79580
VAT	5733	5000
Firework Sponsorship	2800	3000
Flower Festival	1888	-
CIL Income	456	-
Bank Interest	386	300
Fireworks Collection	6955	5000



To Clerks and Chairs of Community & Town Councils

December 2016

**The Independent Remuneration Panel for Wales invites you to a round table discussion event on its remuneration framework for community and town councils.**

These important discussions will enable the Panel to ensure its remuneration framework suits the needs of community and town councillors, particularly at a time when there are many changes affecting the sector more widely and community and town councils are faced with taking on more responsibilities.

There are three regional meetings arranged in the following locations:

**North Wales – 19<sup>th</sup> January, 10:30 – 12:30, Venue Cymru, Llandudno, LL30 1BB**

**West Wales – 2<sup>nd</sup> February, 10:30 – 12:30, The Old Hall, UWTSD, Lampeter, SA48 7ED**

**South Wales – 15<sup>th</sup> February, 10:30 – 12:30, St Michael's Centre, Abergavenny, NP7 5UD**

We invite you to send up to two representatives from your council, preferably the clerk and a councillor. Spaces are limited and will be allocated on a first come, first served basis.

Please confirm your attendance by stating which of these meetings you will attend by emailing [IRPMailbox@wales.gsi.gov.uk](mailto:IRPMailbox@wales.gsi.gov.uk) or telephoning 02920 82 69 13, noting whether you would like to participate through English or Welsh and any special requirements.

Sincerely,  
Lauren Morrison  
Secretary to the Independent Remuneration Panel for Wales



### Application for Funding from GAVO

A request has been received from the Holiday Scheme Co-ordinator for GAVO for help with funding a project to prevent or reduce antisocial behaviour.

The proposed project has come about following discussions between GAVO and the PCSO for the St. Martins Ward who identified problems with youths roof jumping.

The PCSO has identified 10 youths currently offending or at risk of offending who will attend an assault course at Taff Valley Activity Centre. There will also be discussion sessions aimed at involving the youths.

The cost of funding the scheme is £260 which includes £10 for diesel. GAVO have agreed to provide the mini bus and packed lunches.

Members are asked to consider this request.



Ken Williams  
Town clerk  
**Caerphilly Town Council**  
The Twyn Community Centre  
The Twyn - Caerphilly  
CF83 1JL

## INVOICE

Invoice Reference: **22269**  
Invoice Date: **21 December 2016**

Originated by: Ken Williams  
Your Reference:  
Job No:  
Purchase Order No:

National Office  
Baltic House  
Mount Stuart Square  
Cardiff  
CF10 5FH

Play Wales Membership 1st January 2017 - 31st December 2017

Swyddfa Cenedlaethol  
Ty Baltig  
Sgwâr Mount Stuart  
Caerdydd  
CF10 5FH

<b>Price List Ref: PRPLH0000028</b>		
Organisations with 1 or less full-time employee		<b>£ 25.00</b>
<hr/>		
E. & O. E.	Sub Total	<b>£25.00</b>
Payment Terms: Strictly 14 days.	VAT	<b>£0.00</b>
	<b>Total Invoice</b>	<b>£25.00</b>

**Cheques** - Please make payable to Play Wales and quote the invoice number.

**BACS & Electronic Transfer**

Account Name: Play Wales  
Sort Code: 08-92-50  
Account: 50108758  
Send Payment Advice to [finance@playwales.org.uk](mailto:finance@playwales.org.uk)

Tel (029) 2048 6050  
Cymraeg (029) 2043 6927  
Fax (029) 2048 9359  
[mail@playwales.org.uk](mailto:mail@playwales.org.uk)  
[post@chwaraecymru.org.uk](mailto:post@chwaraecymru.org.uk)  
[www.playwales.org.uk](http://www.playwales.org.uk)  
[www.chwaraecymru.org.uk](http://www.chwaraecymru.org.uk)

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A company limited by guarantee  
registered in Wales, No. / Cwmni  
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Play Wales reserve the right to charge interest on all invoices which remain unpaid after 30 days from the date of issue.  
This to be calculated at the rate of 4% above Co-operative bank's base rate.

On joining or renewing their subscription to the SLCC, members of the Society undertake to observe and be bound by the following Professional Code of Conduct.

Each of the Code may be considered under the provisions of the complaints procedure which, following due process may lead to sanctions up to and including expulsion from the Society.

Members of the Society:-

give a commitment to work in the best interests of the council/office which they serve

undertake to uphold high standards of impartiality and objectivity in providing guidance and advice while discharging their duties to their council

undertake not to take any action which brings the Society or any of its members into disrepute

undertake to provide all reasonable assistance and support to other Society members

undertake to use all reasonable endeavours to enhance the standing and public recognition of the profession

undertake not to take any action which would tend to undermine the standing and reputation of other Society members other than through recognised grievance and disciplinary mechanisms and processes described in relevant contracts of employment

undertake to pay all subscriptions or other monies due to the Society by the due date

will abide by the law. Any member who is convicted of an offence leading to a custodial sentence while a member of the Society will be subject to disciplinary procedures and membership may be terminated. Any member committing any other kind of offence which is likely to impact on membership of the Society may be subject to the requirements of the Society's disciplinary procedures as appropriate.

**LCC, 8 The Crescent, Taunton, Somerset TA1 4EA**

**tel: 01823 253646 Fax: 01823 253681**

**mail: [membership@slcc.co.uk](mailto:membership@slcc.co.uk)**

**/website: [www.slcc.co.uk](http://www.slcc.co.uk)**

# RENEWAL NOTICE

**YOUR MEMBERSHIP SUBSCRIPTION**

**IS NOW DUE FOR RENEWAL.**

**PLEASE DON'T LET YOUR MEMBERSHIP LAPSE.**



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**SLCC**

Society of Local Council Clerks  
Professional Supportive Innovative

## Your Membership Subscription Rates 2017

Gross Annual Salary from all Councils	Full Year Subscription
Up to £1,000	£38
£1,001 - £2,000	£55
£2,001 - £3,000	£67
£3,001 - £4,000	£78
£4,001 - £6,000	£93
£6,001 - £8,000	£108
£8,001 - £10,000	£121
£10,001 - £15,000	£139
£15,001 - £20,000	£157
£20,001 - £25,000	£177
£25,001 - £30,000	£200
£30,001 - £35,000	£225
£35,001 - £40,000	£250
£40,001 - £45,000	£274
£45,001 - £50,000	£300
£50,001 - £55,000	£329
£55,001 - £60,000	£356
> £60,000	£395
Past Service Member	£36
Clerk Magazine only	£30
Affiliate Membership	£177

*Please ensure you use your gross annual salary to calculate your subscription fee rather than your councils precept.*

*Renew your membership subscription on time and avoid paying a joining fee.*

### What type of membership do you need?

#### Full Membership

Those clerks who wish to take advantage of all the services the Society has to offer.

#### Affiliate Member

Individuals with a role or interest in local councils may apply for affiliate membership. This includes town, parish and community councillors, officers of county associations, principal council officers and councillors and any others with an interest in the local council sector.

Affiliate members may only attend branch meetings with the agreement of the relevant branch chairman, who may wish to consult members before making a ruling. They may not vote at Society meetings and are not eligible to attend the Society's Annual General Meeting.

#### Past Service Member

The Society encourages full members, once they have left their council, to remain as a member at a reduced rate as a past service member. Past service members have access to all the benefits of a full member except for the advisory service.

#### Clerk Magazine

The Clerk magazine is included in the price of the full membership to the Society, although some members like a 2nd copy to share with their council.

#### The Institute of Local Council Management (ILCM)

As an integral part of your Society, the ILCM supports the professional recognition and development of its members. It aims to give members the ability to develop their career to its fullest potential by providing additional components:-

- Recognition within the sector for management and leadership development
- Institute e-journal containing more in-depth articles on wider topical sector issues
- Additional networks with likeminded colleagues
- Membership of the International Institute of Municipal Clerks (IIMC)

Students	£10 per annum	
Members	£50 per annum	£40 per annum for smaller councils
Fellows	£75 per annum	£65 per annum for smaller councils
Retired	£25 per annum	

Smaller Councils are Councils where precept is less than £50,000 p.a.

**Case Ref.** 16/0871/FULL **Site Area:** 1518m<sup>2</sup>  
**Location:** Land North Of 260 Pontygwindy Road Caerphilly (UPRN 000043174715)  
**Proposal:** Erect four new residential dwellings and associated engineering works  
**Applicant:** Bailey Hire Ltd Mr Wells Unit 15E Bedwas House Industrial Estate Caerphilly CF83 8DW  
**Agent:** Hammond Architectural Ltd Mr P Collins Melrose Hall Melrose Court St Mellons Cardiff CF3 0EG  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 315318 (E) 188693 (N) **Target Date:** 23.01.2017

**Case Ref.** 16/0941/FULL **Site Area:** 86m<sup>2</sup>  
**Location:** 6 St Fagans Street Caerphilly CF83 1FZ (UPRN 000043005331)  
**Proposal:** Relocate existing extractor fan, install attenuator and extension of ductwork and install a re-positioned fan motor on roof  
**Applicant:** Mr W Lin 6 St Fagans Street Caerphilly CF83 1FZ  
**Agent:**  
**Case Officer:** Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 315503 (E) 186813 (N) **Target Date:** 17.01.2017

**Case Ref.** 16/0956/COU **Site Area:** 1706m<sup>2</sup>  
**Location:** 6 Sir Alfred Owen Way Pontygwindy Industrial Estate Caerphilly CF83 3HU (UPRN 000043167250)  
**Proposal:** Change of use of a section of the existing unit from Use Class Sui Generis (Car Showroom) to Use Class B2 (M.O.T Garage)  
**Applicant:** C/o Boyer Mr S Barry Third Floor Park House Greyfriars Road Cardiff CF10 3AF  
**Agent:** Boyer Mr S Barry Third Floor Park House Greyfriars Road Cardiff CF10 3AF  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 315306 (E) 188516 (N) **Target Date:** 03.01.2017

**Case Ref.** 16/0991/FULL **Site Area:** 206m<sup>2</sup>  
**Location:** 47 Cwrt Nant-Y-Felin Caerphilly CF83 1TP (UPRN 000043008146)  
**Proposal:** Erect single storey rear & part side extension plus dormer roof conversion  
**Applicant:** Mr R Jasper 47 Cwrt Nant-Y-Felin Caerphilly CF83 1TP  
**Agent:**  
**Case Officer:** Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 313942 (E) 186030 (N) **Target Date:** 12.01.2017

**Case Ref.** 16/1002/CLPU **Site Area:** 169m<sup>2</sup>  
**Location:** 38 Linden Grove Caerphilly CF83 3BH (UPRN 000043035579)  
**Proposal:** Obtain a Lawful Development Certificate for the proposed extension to rear  
**Applicant:** Mr J Batten 38 Linden Grove Caerphilly CF83 3BH  
**Agent:**  
**Case Officer:** Mrs A Wilcox ☎ 01443 864217 ✉ wilcoa@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 316181 (E) 188296 (N) **Target Date:** 03.02.2017  
**Community Council:** Caerphilly Town Council **Expected Decision Level:** Delegated

**Case Ref.** 16/1004/FULL **Site Area:** 130m<sup>2</sup>  
**Location:** 80 Sir Stafford Close Caerphilly CF83 3BB (UPRN 000043035755)  
**Proposal:** Erect single storey front and rear extensions  
**Applicant:** Mr T Hillier Pontypool Campus Blaendare Road Pontypool NP4 5YE  
**Agent:**  
**Case Officer:** Mr A Pyne ☎ 01495 235197 ✉ pynea@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 316081 (E) 188256 (N) **Target Date:** 30.01.2017

**Case Ref.** 16/1028/FULL **Site Area:** 288m<sup>2</sup>  
**Location:** 30 Waun Draw Caerphilly CF83 3SL (UPRN 000043171877)  
**Proposal:** Erect single storey rear extension  
**Applicant:** Mr & Mrs R Smith 30 Waun Draw Caerphilly CF83 3SL  
**Agent:** Mr J Walker 42 Oakland Terrace Cilfynydd Pontypridd CF37 4HB  
**Case Officer:** Mrs A Wilcox ☎ 01443 864217 ✉ wilcoa@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 315448 (E) 188656 (N) **Target Date:** 24.01.2017  
**Community Council:** Caerphilly Town Council **Expected Decision Level:** Delegated

**Case Ref.** 16/1033/FULL **Site Area:** 731m<sup>2</sup>  
**Location:** Land At Rhos Llantwit Caerphilly (UPRN 000043164772)  
**Proposal:** Construct pair of semi-detached houses  
**Applicant:** Pentholm Properties Ltd Mr M Daly 57 Princes Street Roath Cardiff CF24 3SL  
**Agent:** Arden Kitt Associates Limited Mr C Brimble 7 Warren Drive Caerphilly CF83 1HQ  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 316383 (E) 187734 (N) **Target Date:** 06.02.2017

<b>Case Ref.</b>	<b>16/0752/RET</b>	<b>Site Area:</b>	<b>1048m<sup>2</sup></b>
<b>Location:</b>	<b>The Old Library Nantgarw Road Caerphilly CF83 1AP</b> (UPRN 000043026424)		
<b>Proposal:</b>	Retain the change of use from category D1 (Library) to category A3 (Cafe)		
<b>Applicant:</b>	The Old Library Caerphilly Ltd Mr E Crabtree The Old Library Nantgarw Road Caerphilly CF83 1AP		
<b>Agent:</b>			
<b>Case Officer:</b>	Mr C Powell	☎ 01495 235019	✉ powelc2@caerphilly.gov.uk
<b>Ward:</b>	Morgan Jones	<b>Map Ref:</b> 315192 (E) 187200 (N)	<b>Target Date:</b> 09.02.2017
<b>Community Council:</b> Caerphilly Town Council			<b>Expected Decision Level:</b> Delegated

<b>Case Ref.</b>	<b>16/0753/ADV</b>	<b>Site Area:</b>	<b>1048m<sup>2</sup></b>
<b>Location:</b>	<b>The Old Library Nantgarw Road Caerphilly CF83 1AP</b> (UPRN 000043026424)		
<b>Proposal:</b>	Retain two fascia signs		
<b>Applicant:</b>	The Old Library Caerphilly Ltd Mr E Crabtree The Old Library Nantgarw Road Caerphilly CF83 1AP		
<b>Agent:</b>			
<b>Case Officer:</b>	Mr C Powell	☎ 01495 235019	✉ powelc2@caerphilly.gov.uk
<b>Ward:</b>	Morgan Jones	<b>Map Ref:</b> 315192 (E) 187200 (N)	<b>Target Date:</b> 09.02.2017

<b>Case Ref.</b>	<b>16/1056/FULL</b>	<b>Site Area:</b>	<b>162m<sup>2</sup></b>
<b>Location:</b>	<b>126 Heol-Y-Ddol Caerphilly CF83 3JN</b> (UPRN 000043027894)		
<b>Proposal:</b>	Erect a two storey side extension		
<b>Applicant:</b>	Mr L Hewitt 126 Heol-Y-Ddol Caerphilly CF83 3JN		
<b>Agent:</b>	Mr A G Reed 38 Birchgrove New Tredegar NP24 6AH		
<b>Case Officer:</b>	Mr A Pyne	☎ 01495 235197	✉ pynea@caerphilly.gov.uk
<b>Ward:</b>	Morgan Jones	<b>Map Ref:</b> 315621 (E) 188289 (N)	<b>Target Date:</b> 02.02.2017

<b>Case Ref.</b>	<b>16/1060/FULL</b>	<b>Site Area:</b>	<b>213m<sup>2</sup></b>
<b>Location:</b>	<b>7 Haines Close Caerphilly CF83 1SY</b> (UPRN 000043015486)		
<b>Proposal:</b>	Proposed two storey side extension, new vehicle access and parking space		
<b>Applicant:</b>	Mr & Mrs G & C Stephens 7 Haines Close Caerphilly CF83 1SY		
<b>Agent:</b>	Creation Design Wales Mr P Parsons 50 George Street Pontypool NP4 6BY Torfaen		
<b>Case Officer:</b>	Mrs A Wilcox	☎ 01443 864217	✉ wilcoa@caerphilly.gov.uk
<b>Ward:</b>	St Martins	<b>Map Ref:</b> 314096 (E) 186270 (N)	<b>Target Date:</b> 14.02.2017
<b>Community Council:</b> Caerphilly Town Council			<b>Expected Decision Level:</b> Delegated

**Case Ref.** 16/1077/FULL **Site Area:** 1935m<sup>2</sup>  
**Location:** SkyFall Mountain Road Thornhill Caerphilly CF83 1LY (UPRN 000043089159)  
**Proposal:** Provide alterations to existing fenestration and external finishes  
**Applicant:** Project One Ltd Mr D Bowen Unit 3 3 Glebe Street Penarth Cardiff  
**Agent:** Le Guilcher Architecture Mr C Le Guilcher 1 Powys Road Penarth Cardiff CF64 3PB  
**Case Officer:** Mrs A Wilcox ☎ 01443 864217 ✉ wilcoa@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 315808 (E) 184836 (N) **Target Date:** 10.02.2017

**Community Council:** Caerphilly Town Council

**Expected Decision Level:** Delegated



## LIST OF PAYMENTS

CHEQUE NO.	PAYEE	IN RESPECT OF	AMOUNT £
303722	Cash	Payment to Stewards	300.00
303723	Rees Sound Systems Ltd	P.A. System for Fireworks	1131.00
303724	Pendragon Fireworks & Pyrotechnics	Fireworks Display	6000.00
303725	Playworks	November Salaries	1554.93
303726	J. Hibbert	Catering	29.10
DD	NEST	Pension	6.34
303727	Town & Community Council Liaison Sub Committee	Subscription	100.00
303728	Wales Ambulance Service	Paramedic	297.61
303729	K. Williams	Expenses (sweets, selection boxes, stamps)	367.66
303730	Playworks	December Salaries	1554.93
303731	Sound Media Solutions Ltd	P.A. System for Switch On	474.00
303732	E.A. Heath	Frozen Characters for Switch On	100.00
303733	St. John Ambulance	Fireworks & Switch On	660.00

### Bank Account Balances as at 3<sup>rd</sup> January 2017

£

Community Direct Plus Account	6859.49
14 Day Business Select Account	48540.23
Business Select 14 Day Gratuity Account	5044.29
Guaranteed Investment Account	31363.68



A step in the right direction for homeless young people and vulnerable women in Wales

**Garth Owen, Oak Terrace, Llanbradach, Caerphilly. CF83 3LA**  
**Tel. Nos. 029 20863708/07966981112**

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

Dear Mr Williams

**Christmas Appeal**

I am writing to you on behalf of the Caerphilly team in Llamau. Every year at Llamau, we provide each person we support a Christmas present plus the opportunity to enjoy a Christmas lunch with housemates, and support staff, making Christmas special.

Again this year we face the very real situation of not having enough resources to provide these important kindnesses. I am writing to you to ask for your help to make Christmas a happier time for those we support by making a donation towards our work.

With Supported Housing Projects for young people (16 – 21 yrs) in Caerphilly County Borough in Llanbradach, Senghenydd, Bargoed and Risca, and 3 dispersed "starter" flats, young people are placed in these projects who are, generally, originally from the Caerphilly County area. All donations received will be used locally.

Llamau mission is to **eradicate homelessness** for young people and vulnerable women in Wales. We work across Wales to prevent homelessness, provide safe accommodation and support people to leave homelessness behind for good. Last year we worked with over **8,000** young people, women and children across Wales to prevent homelessness, provide safe accommodation and support people to leave homelessness behind for good. This is an increase of over 50% on the previous year.

Any help you can provide to us this Christmas will be hugely appreciated. Thank you for your much valued support and Merry Christmas to you and your family!

If you'd like to contact the fundraising team directly, please call 02920 239585

Thank you

Ann Davies

Support Worker - Caerphilly



/Llamau



/LlamauUK

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. NAME OF ORGANISATION and Headquarters and principal area or place of operation.  
Llanaw, 23 Cathedral Road,  
CARDIFF - HEAD OFFICE.
2. NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION  
Ann Davies, Support Worker, Llanaw  
Garth Owen, Oath Taker, Llanbradach, CF83 3LA  
Caerphilly Team.
3. PURPOSE OR ACTIVITIES OF ORGANISATION - if possible attach copy of Constitution  
homeless  
To support 16-24yr olds to gain independent  
living skills to be able to live independently in future
4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:  
Total No. \_\_\_\_\_ Number Resident in Town Council area (see attached map) \_\_\_\_\_
5. MEMBERSHIP FEES, if applicable \_\_\_\_\_
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.  
As attached information.
7. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:  
21 young people in 3 projects and 3 flats in the  
community - out of those, 8 have come from the  
Caerphilly Town Council Area - 3 Lansbury Park,  
1 - Brynarydd, 1 - Portyparry, 2 - Denscombe, 1 - Portyparry  
Road,
- This form should be returned to: Town Clerk, Caerphilly Town Council, The Twyn Community Centre, The Twyn, Caerphilly CF83 1JL.

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

Additional to letter I sent you originally.  
Any help you can give would be appreciated.  
A Davies

**STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £ Note 19
<b>Income and Endowments from:</b>					
Donations and Legacies	3	136,172	117,753	253,925	276,478
Investment Income	2	24,588	-	24,588	27,943
Charitable Activities	3	<u>7,755,070</u>	<u>3,339,725</u>	<u>11,094,795</u>	<u>10,561,419</u>
<b>Total Incoming Resources</b>		<u>7,915,830</u>	<u>3,457,478</u>	<u>11,373,308</u>	<u>10,865,840</u>
<b>Resources Expended on:</b>					
Raising Funds		108,139	-	108,139	77,145
Charitable Activities	4	<u>7,712,299</u>	<u>3,435,774</u>	<u>11,148,073</u>	<u>10,919,959</u>
<b>Total Resources Expended</b>	6	<u>7,820,438</u>	<u>3,435,774</u>	<u>11,256,212</u>	<u>10,997,104</u>
Net Gain on Investments	9	11,132	-	11,132	-
<b>Net Movement in Funds</b>		106,524	21,704	128,228	(131,264)
<b>Reconciliation of Funds</b>					
Total funds brought forward	15	<u>3,223,674</u>	<u>513,877</u>	<u>3,737,551</u>	<u>3,868,815</u>
Total funds carried forward	16	<u>3,330,198</u>	<u>535,581</u>	<u>3,865,779</u>	<u>3,737,551</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 21 – 31 form part of these financial statements

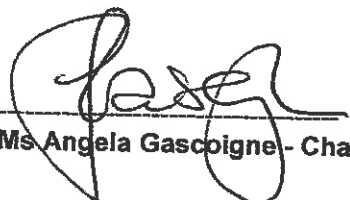
**LLAMAU LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

Page 19

**COMPANY NUMBER 2396224**  
**BALANCE SHEET**  
**At 31 March 2016**

	Note	2016 £	2016 £	2015 £	2015 £
<b>FIXED ASSETS</b>					
Tangible assets	8		929,764		1,038,965
Investments	9		1,536,841		
			<u>2,466,605</u>		<u>1,038,965</u>
<b>CURRENT ASSETS</b>					
Stock				571	
Debtors	10	879,165		1,108,500	
Cash at Bank / In Hand		<u>1,669,703</u>		<u>2,780,918</u>	
		<u>2,548,868</u>		<u>3,889,989</u>	
<b>CURRENT LIABILITIES</b>					
Creditors: Amounts falling due within one year	11	<u>(1,149,693)</u>		<u>(1,191,403)</u>	
<b>NET CURRENT ASSETS</b>			<u>1,399,175</u>		<u>2,269,586</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>3,865,779</u>		<u>3,737,551</u>
<b>NET ASSETS</b>			<u>3,865,779</u>		<u>3,737,551</u>
<b>FUNDS</b>					
Unrestricted	14				
Designated Funds					158,737
General Funds			3,330,198		3,064,937
Restricted	15		535,581		513,877
			<u>3,865,779</u>		<u>3,737,551</u>

These financial statements were approved by the members of the committee on the 8<sup>th</sup> September 2016 and are signed on their behalf by:

  
 Ms Angela Gascoigne - Chair

  
 Ms C Ravenscroft - Treasurer

The notes on pages 21 – 31 form part of these financial statements

**LLAMAU LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF CASH FLOWS**  
**YEAR ENDED 31 MARCH 2016**

	2016 £	2015 £
<b>Net Cash provided by Operating Activities</b>	<b>432,206</b>	<b>170,921</b>
<b>Cash Flows from Investing Activities</b>		
Interest received	24,588	27,943
Purchase of Fixed Assets	(42,300)	(85,339)
Purchase of Investments	(1,525,709)	-
<b>Net Cash provided by Investing Activities</b>	<b>(1,543,421)</b>	<b>(57,396)</b>
<b>Change in Cash and Cash Equivalents in the Reporting Period</b>	<b>(1,111,215)</b>	<b>113,465</b>
<b>Cash and Cash Equivalents at the beginning of the Reporting Period</b>	<b>2,780,918</b>	<b>2,667,453</b>
<b>Cash and Cash Equivalents at the end of the Reporting Period</b>	<b>1,669,703</b>	<b>2,780,918</b>

**NOTE 1 – RECONCILIATION OF NET INCOMING RESOURCES TO NET CASH INFLOW FROM OPERATING ACTIVITIES**

	2016 £	2015 £
Operating surplus/(deficit)	128,228	(131,263)
Interest received	(24,588)	(27,943)
Gain on Investments	(11,132)	-
Depreciation charges	151,501	160,774
(Increase)/Decrease in debtors	229,335	(444,587)
Increase/(Decrease) in creditors	(41,709)	613,950
(Increase)/Decrease in stock	571	(10)
<b>Net cash inflow from operating activities</b>	<b>432,206</b>	<b>170,921</b>

The notes on pages 21 – 31 form part of these financial statements

**LLAMAU LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

**1. ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charity's financial statements.

**Accounting Policies**

**Basis of Preparation**

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

Llamau meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

**Rounding**

Figures contained in the financial statements have been rounded to the nearest pound.

**Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

**Transition to FRS 102**

The opening fund balances at the date of transition were not required to be restated in making the transition to FRS 102. The transition date was 1 April 2014.

**Presentation of the accounts on a going concern basis**

The charity reported a net inflow of £128,228 for the year. This charity has sufficient free reserves and is monitoring results on a frequent basis. The trustees are of the view that on this basis the charity is a going concern and there are no material uncertainties about the charity's ability to continue as a going concern.

**Debtors**

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

**Cash at bank and in hand**

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

**Creditors and provisions**

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

**Financial instruments**

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

# LLAMAU LIMITED COMPANY LIMITED BY GUARANTEE

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES Year Ended 31 March 2016

### Liabilities policy

Liabilities are recognised in the Statement of Financial Activities as they become payable.

### Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The assets of the scheme are held separately from those of the charity. Contributions payable are charged to the profit and loss account in the year they are payable and are charged against unrestricted funds.

### Taxation

As a registered charity, Llamau is entitled to the exemption from taxation in respect of income and capital gains received with sections 478-489 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects purposes only.

### Grants

Grants are included on a receivable basis. Those given for a specific purpose are shown as restricted funds. All other grants are shown as unrestricted and used in the furtherance of the objectives of the charity.

### Voluntary Income

Donations and similar incoming resources are recognised when they are received. Any donations in kind are included as income at a fair value. Donated time by volunteers is not included.

### Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objects of the charity and which have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in note 14.

Restricted funds are those which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in note 15.

### Resources expended

Costs of charitable activities include the direct costs of running the facilities and providing staff for the various schemes. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. As the Charity is not registered for VAT all tax suffered is included as part of the relevant expense.

Governance costs are the costs associated with the governance of the Charity as opposed to the costs associated with charitable activities. Such costs include legal fees for Trustees, audit and accountancy fees, staff time spent arranging Trustee meetings and other costs associated with constitutional and statutory requirements.

### Prepayments

Items of advance expenditure over £500 in value are classified as prepayments and are held on the balance sheet with expenditure released to the Income and expenditure account in equal instalments over the duration of the service.

### Operating Leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

### Investments

Investments incomes is accounted for on an accruals basis. Income will be accrued when it is expected, is measurable and relates to the activity undertaken in the financial year. Any



**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

investments that are held for resale or pending their sales are classed as current asset investments.

**Fixed Assets**

All tangible fixed assets are capitalised on initial acquisition and included in the balance sheet at cost. They include costs that are directly attributable to bringing the assets into working condition for their intended use.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	50 Years Straight Line
Office Equipment	5 Years Straight Line
Fixtures, Fittings and refurbishment	4 Years Straight Line
Motor Vehicles	4 Years Straight Line
Information Technology Equipment	3 Years Straight Line

**2. Investment Income**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Interest on cash deposits	24,588	-	24,588	27,943

**3. GRANTS AND OTHER FUNDING**

For details of deferred income see note 11

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Act Foundation	-	-	-	7,500
Allan Nesta Ferguson Charitable Trust	-	-	-	20,000
Big Lottery Fund	-	-	-	8,993
Cardiff Round Table	-	1,000	1,000	-
Children In Need	-	18,653	18,653	18,653
Community Foundation in Wales	-	2,000	2,000	8,000
Cymorth Cymru	-	-	-	794
Donations and Fundraising	128,672	-	128,672	87,114
Dow Corning	-	12,502	12,502	-
Esmee Fairbairn Trust	-	40,000	40,000	40,000
Garfield Western	-	-	-	30,000
GAVO	-	-	-	3,500
Land Aid	-	5,134	5,134	-
Martin Gibson Charitable Trust	2,500	-	2,500	-
Morrisons	-	13,464	13,464	-
Paul Hamlyn Foundation	-	-	-	17,000
Peoples Postcode Lottery	-	-	-	5,000
Simon Gibson Trust	5,000	-	5,000	5,000
The 29 <sup>th</sup> May Charitable Trust	-	-	-	7,500
Waterloo Foundation	-	25,000	25,000	-
WCVA	-	-	-	17,424
<b>Total Donations and Legacies</b>	<b>136,172</b>	<b>117,753</b>	<b>253,925</b>	<b>276,478</b>

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

The Big Fund	-	1,699,902	1,699,902	1,236,084
Bond income	-	680	680	1,550
Café Income	7,761	-	7,761	26,984
Community Economic Development Program (ERDF)	-	-	-	14,094
Department of Work & Pensions	-	35,778	35,778	31,483
Family First Funding	-	211,243	211,243	220,325
Gateway	-	1,111	1,111	1,788
Local Authority S180	-	37,097	37,097	37,097
Ministry of Justice	-	39,689	39,689	109,037
Other Income	65,270	13,123	78,393	75,476
PAT Testing	27,178	-	27,178	24,430
Police and Crime Commissioners	-	138,844	138,844	79,376
Rent & Service Charges	2,548,407	-	2,548,407	2,113,404
Rural Development Programme (European Agricultural Fund)	-	-	-	25,866
Social Services	-	595,249	595,249	753,645
Supporting People Programme	4,860,504	-	4,860,504	4,833,488
Tenancy Support Schemes	185,222	-	185,222	212,063
Training Income	60,728	-	60,728	46,954
Wales Co-op Development Fund	-	-	-	22,359
Welsh Government Basic Skills	-	50,000	50,000	200,000
Welsh Government Flying Start	-	49,966	49,966	40,000
Welsh Government S180	-	356,451	356,451	348,323
Youth Justice Board	-	95,592	95,592	92,593
Youth Offending Team	-	15,000	15,000	15,000
<b>Total Charitable Activities</b>	<b>7,755,070</b>	<b>3,339,725</b>	<b>11,094,795</b>	<b>10,561,419</b>

**4. COSTS IN FURTHERANCE OF CHARITABLE OBJECTS**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Staff salary costs	5,495,589	2,057,523	7,553,112	7,479,292
Staff training	57,279	9,097	66,376	111,703
Rent, rates, light and heat, insurance and cleaning	319,945	6,724	326,669	383,292
Telephone, advertising, stationery, postage, printing, office costs	219,009	77,979	296,988	370,397
Repairs, renewals and maintenance	319,937	7,467	327,404	227,930
Travel and subsistence	132,165	47,445	179,610	178,418
HA Management charges	847,014	14,707	861,721	813,353
Other costs	87,587	318,625	406,212	333,640
Café Expenditure	45,975	-	45,975	72,471
Shared Funding to participating organisations	-	887,423	887,423	730,691
Governance	45,084	-	45,084	56,595
Disposal of Fixed Assets	-	-	-	1,405
Depreciation	142,715	8,784	151,499	160,772
	<b>7,712,299</b>	<b>3,435,774</b>	<b>11,148,073</b>	<b>10,919,959</b>

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

**5. COSTS OF CHARITABLE ACTIVITIES**

	Activities Undertaken Directly £	Support Costs £	Total Funds 2016 £	Total Funds 2015 £
Charitable activity costs	<u>9,698,696</u>	<u>1,449,377</u>	<u>11,148,073</u>	<u>10,919,959</u>

**6. TOTAL RESOURCES EXPENDED**

	Staff costs £	Depreciation £	Other costs £	Total Funds 2016 £	Total Funds 2015 £
Direct charitable expenditure	7,656,757	151,499	3,339,817	11,148,073	10,919,959
Fundraising	<u>108,139</u>			<u>108,139</u>	<u>77,145</u>
	<u>7,764,896</u>	<u>151,499</u>	<u>3,339,817</u>	<u>11,256,212</u>	<u>10,997,104</u>

The aggregate payroll costs were:

	2016 £	2015 £
Wages and salaries	6,830,448	6,711,945
Social security costs	550,618	467,791
Pension costs	<u>383,830</u>	<u>405,329</u>
	<u>7,764,896</u>	<u>7,585,065</u>

The number of employees whose emoluments amounted to more than £60,000 in the year were:

	2016 No	2015 No
£60,001 - £70,000	1	1
£80,001 - £90,000	<u>1</u>	<u>1</u>

None of the Trustees received any remuneration for their services and did not claim any expenses.

**Key Management Personnel**

The key management personnel of the charity are as detailed in the Trustees report. The total employee benefits (including salary, employer's national insurance and pension) of the key management personnel of the charity were £234,417 (2015: £241,296)

**Pension defined contribution scheme**

The Charity makes payments to a defined contribution schemes for the benefit of its employees. The assets of such schemes are held separately from those of the charitable company in independently administered funds.

**LLAMAU LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

	2016 £	2015 £
Pension costs	383,830	404,766
Outstanding contributions	37,203	36,858

**Particulars of employees**

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

	2016 No	2015 No
Management and administration staff	37	33
Service staff	248	244
	<u>285</u>	<u>277</u>

**7. OPERATING SURPLUS**

Operating surplus is stated after charging:

	2016 £	2015 £
Staff pension contributions	383,830	404,766
Operating leases	48,569	145,797
Depreciation	151,501	160,722
Auditors' remuneration - as auditors	8,760	10,742

**8. TANGIBLE FIXED ASSETS**

	Freehold property £	Equipment £	Fixtures, fittings & refurbishment £	Motor vehicles £	IT equipment £	Total £
<b>COST</b>						
At 1 April 2015	930,941	81,027	424,371	48,430	382,228	1,866,997
Additions	-	-	-	-	42,300	42,300
Disposals	-	27,409	43,527	-	7,108	78,044
<b>At 31 March 2016</b>	<u>930,941</u>	<u>53,618</u>	<u>380,844</u>	<u>48,430</u>	<u>417,420</u>	<u>1,831,253</u>
<b>DEPRECIATION</b>						
At 1 April 2015	95,517	76,801	350,576	26,471	278,667	828,032
Disposals	-	27,409	43,527	-	7,108	78,044
Charge for the year	18,619	4,226	61,938	7,947	58,771	151,501
<b>At 31 March 2016</b>	<u>114,136</u>	<u>53,618</u>	<u>368,987</u>	<u>34,418</u>	<u>330,330</u>	<u>901,489</u>
<b>NET BOOK VALUE</b>						
At 31 March 2016	<u>816,805</u>	<u>-</u>	<u>11,857</u>	<u>14,012</u>	<u>87,090</u>	<u>929,764</u>
At 31 March 2015	<u>835,424</u>	<u>4,226</u>	<u>73,795</u>	<u>21,959</u>	<u>103,561</u>	<u>1,038,965</u>

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

**9. INVESTMENTS**

	Unrestricted £	Total £
Balance at 1 <sup>st</sup> April 2015	-	-
Additions	1,587,608	1,587,608
Disposals	(51,017)	(51,017)
Unrealised Gain	424	424
Realised Gain	(174)	(174)
	<u>1,536,841</u>	<u>1,536,841</u>

The trustees have agreed to invest funds and following a tender process, funds have been invested with the Charities Aid Foundation across two schemes. The first portfolio (£1m) is for Conservative Capital Growth with the objective of providing a higher investment than could be achieved by a high quality bond investment over the medium to long term. The second portfolio (£525,709) is Cash Plus with the objective to provide an enhanced level of return compared to a pure cash investment, with a higher degree of capital security and stability than a fixed income bond portfolio. The investments were started in September 2015.

**10. DEBTORS**

	2016 £	2015 £
Rent debtors	231,058	226,408
Grant debtors	546,288	801,038
Prepayments	101,819	81,054
	<u>879,165</u>	<u>1,108,500</u>

**11. CREDITORS: Amounts falling due within one year**

	2016 £	2015 £
Trade creditors	85,944	182,274
PAYE and social security	4,293	2,339
Payroll and pension creditors	104,521	91,066
Deferred Income and accruals	954,935	915,724
	<u>1,149,693</u>	<u>1,191,403</u>

Deferred income carried forward for use in 2016/7 amounts to £886,800. The reason for the referral being, that the conditions to enable the grant to be fully utilised have not been met. The total includes £616,581 from the Big Fund, £69,866 from Land Aid, £66,333 from Cardiff Council in relation to SPPG, £33,678 from Bridgend Council in relation to SPPG, £96,049 from Carmarthenshire Council for the Supported Lodgings Scheme, £2,293 from John Lewis and £2,000 from Cardiff University.

**12. FINANCIAL INSTRUMENTS**

	2016 £	2015 £
Carrying amount of financial assets		
Investments measured at fair value	1,536,841	-
Debt instruments measured at amortised cost	2,548,868	3,889,418
	<u>4,085,709</u>	<u>3,889,418</u>

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

Carrying amount of financial liabilities  
 Measured at amortised cost

2016 £	2015 £
<u>1,149,693</u>	<u>1,191,403</u>

**13. LEASE COMMITMENTS**

	2016 £	2015 £
Due <2 year Property Photocopier Leases	48,569	102,200
	-	14,256
	<u>48,569</u>	<u>116,456</u>
Due 2 – 5 years Property	-	2,500
	-	2,500
	-	26,841
<b>Total</b>	<u>48,569</u>	<u>145,797</u>

**Property**

Llamau currently lease three properties within South Wales.

**14. UNRESTRICTED FUNDS**

	At 01 April 2015 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2016 £
General fund	3,064,937	7,926,962	7,820,438	158,737	3,330,198
Designated fund	158,737	-	-	(158,737)	-
<b>Total funds</b>	<u>3,223,674</u>	<u>7,926,962</u>	<u>7,820,438</u>	-	<u>3,330,198</u>

General funds represent unrestricted funds which the trustees are free to use in accordance with charitable objects. At 31<sup>st</sup> March 2016, the trustees had not designated any funds.

**15. RESTRICTED FUNDS**

	Balance at 1 Apr 2015 £	Movement in resources		Balance at 31 Mar 2016 £
		Incoming £	Outgoing £	
The Big Fund	-	1,699,902	1,699,902	-
Bond Income	-	680	680	-
Caerphilly CBC – Homelessness	-	31,500	31,500	-
Caerphilly CBC – IDVA	-	10,000	10,000	-
Caerphilly Women's Aid Merger	273,985	-	-	273,985
Cardiff Round Table	-	1,000	1,000	-
Children In Need	-	18,653	18,653	-

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

Community Foundation in Wales	-	2,000	2,000	-
Debriefing Contract – Dyfed Powys	-	39,468	39,468	-
Department of Work & Pensions	-	35,778	12,643	23,135
Donations and Fundraising	41,050	-	-	41,050
Dow Corning	-	12,502	12,502	-
Esmee Fairbairn Trust	-	40,000	40,000	-
Family First Funding	-	211,243	211,243	-
Furniture Grant Income	-	6,938	6,938	-
Gateway	-	1,111	1,111	-
ITEC	-	1,520	1,520	-
Jobs Growth Wales	-	4,664	4,664	-
Lандаid	-	5,134	5,134	-
Local Authority S180	-	37,097	37,097	-
Merthyr Tydfil CBC	-	30,000	30,000	-
Ministry of Justice	-	39,689	39,689	-
Morrisons	-	13,464	13,464	-
Newport CC – S180	-	30,000	30,000	-
Police & Crime Commissioner Gwent	-	99,376	99,376	-
Social Services	-	523,749	523,749	-
Welsh Government Basic Skills	-	50,000	50,000	-
Welsh Government Flying Start	-	49,966	49,966	-
Welsh Government S180	-	326,452	326,452	-
Welsh Government Capital Grant	198,842	-	5,363	193,479
Waterloo Foundation	-	25,000	25,000	-
Youth Justice Board	-	95,592	91,660	3,932
Youth Offending Team	-	15,000	15,000	-
	<b>513,877</b>	<b>3,457,478</b>	<b>3,435,774</b>	<b>535,581</b>

**The Big Fund – Symud Ymlaen / Moving Forward**

A multi-partner project to support young offenders and care leavers into work placements.

**Bond Income**

Bond income is provided by the Welsh Government to provide bonds in the Vale of Glamorgan area.

**Caerphilly CBC – Homelessness**

A contract from Caerphilly CBC to provide a Domestic Abuse Homelessness Co-ordinator in the Caerphilly Local Authority Area.

**Caerphilly CBC - IDVA**

A contract to provide an IDVA service in the Caerphilly area.

**Caerphilly Women's Aid**

Reserves of Caerphilly Women's Aid held as a result of the merger between the two charities in the financial year ended 31 March 2011.

**Cardiff Round Table**

A donation towards a gardening project at Fields Park Road

**Children In Need**

Grant to support the Emphasis project and income provided to fund a Drugs & Education Counsellor worker.

**Community Foundation Wales**

Grant awarded towards the costs of the JIGSO project, a one stop centre offering a range of holistic services to young people who are homeless or threatened with homelessness in the Vale

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

of Glamorgan.

**Debriefing Contract – Dyfed Powys**

Funding to develop and supply an Independent Debriefing and Mediation service to Young People reported missing in the Dyfed Powys Police Area.

**Department of Work and Pensions**

Grant from the Flexible Support Fund in South East Wales towards Learning 4 Life and a project to help improve employment outcomes and prospects for future employment.

**Donations & Fundraising**

Monies that have been raised at fundraising events to support service users.

**Dow Corning**

Funding towards the running of the Vale Learning 4 Life Centre

**Esmee Fairbairn**

The second year instalment of a 3 year grant has been received to support our Emphasis programme across Caerphilly, Newport and Torfaen.

**Families First Funding**

This funding was awarded to support Children and Young People affected by Domestic Abuse under the Inclusion and Support Service.

**Furniture Grant Income**

Grants to assist service users who are moving into their own accommodation to furnish/equip their new home.

**Gateway**

Attendance and travel allowance for service users who attend the Learning for Life scheme.

**ITEC**

A pilot contract to provide Learning 4 Life services to young people in the Cardiff, Bridgend and RCT areas.

**Jobs Growth Wales**

Funding to support young people into the work place through 6 month work placements.

**Land Aid**

Capital Grant to support the development of premises in Stow Hill Newport.

**Local Authority Section 180**

Grant for Voluntary Sector Homelessness Schemes within specific Local Authority areas.

**Merthyr Tydfil CBC**

Funding to support the running of the Women's Refuge in Merthyr.

**Ministry of Justice**

Funding received to run a specific project entitled Reducing Reoffending – To Develop Innovation in the Community Linked to Enhancing Capacity and Capability in Reducing Reoffending Among Welsh Female Offenders

**Morrisons**

Funding to purchase new ICT equipment for Learning 4 Life projects.

**Police & Crime Commissioner for Gwent**

Funding to develop and supply an Independent Debriefing and Mediation service to Young People reported missing in the Gwent Police Authority area.

**Social Services**



**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

Grants to assist the Local Authorities in their duty to safeguard and promote the welfare of children and young people who are in need.

**Welsh Government Basic Skills**

Funding received for the Learning for Life project to deliver Basic Skills training.

**Welsh Government S180**

Grant awarded to schemes across many local authorities for providing family mediation workers and to our JIGSO and HOPs projects to provide housing related advice and support to people who are homeless or threatened with homelessness.

**Welsh Government – Flying Start**

This project is part of the Welsh Government's Flying Start Programme and has been funded through The City of Cardiff Council for the Cardiff Area. The funding is to expand the Council's services to deal with victims of domestic violence living in Flying Start areas.

**Welsh Government Capital Grant**

Capital grant towards the purchase of a building and associated fixtures and fittings, in Abergavenny jointly with Monmouthshire Women's Aid (WAIMON). The building will be used to provide a multi agency centre for like minded organisations situated in the area. During the year, WAIMON merged with Torfaen Women's Aid and now operate under the name Cyfannol.

**Waterloo Foundation**

A donation towards the Learning 4 Life project

**Youth Justice Board**

This project is part of a Welsh Government and Youth Justice Board initiative piloting a new approach to improving resettlement outcomes of young people. The aim is to provide youth offending teams and secure establishments with the flexibility to respond regionally to the common problems and barriers that are faced when planning to meet the resettlement needs of young people.

**Youth Offending Team (YOT)**

Funding towards the running costs of a Cardiff scheme.

**16. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)**

	<b>Tangible fixed assets</b>	<b>Other net assets</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Caerphilly Women's Aid Merger	-	273,985	273,985
Department of Work and Pensions	-	23,135	23,135
Donations and Fundraising	-	41,050	41,050
WAG Grant	193,479	-	193,479
Youth Justice Board	-	3,932	3,932
Restricted Funds	193,479	342,102	535,581
Unrestricted Funds	736,285	2,593,913	3,330,198
<b>Total</b>	<b>929,764</b>	<b>2,936,015</b>	<b>3,865,779</b>

**17. RELATED PARTY TRANSACTIONS**

There are no related party transactions during the current or previous financial year.

**18. COMPANY LIMITED BY GUARANTEE**

The Charity is a company limited by guarantee with no share capital.

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**Year Ended 31 March 2016**

**19. PRIOR YEAR COMPARATIVES – 2015**

**STATEMENT OF FINANCIAL ACTIVITIES**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>TOTAL</b>
<b>Income and Endowments from:</b>			
Donations and Legacies	101,348	175,130	276,478
Investment Income	27,943	-	27,943
Charitable Activities	7,278,228	3,283,191	10,561,419
<b>Total Incoming Resources</b>	<b>7,407,519</b>	<b>3,458,321</b>	<b>10,865,840</b>
<b>Resources Expended on:</b>			
Raising Funds	77,145	-	77,145
Charitable Activities	7,456,933	3,463,026	10,919,959
<b>Total Resources Expended</b>	<b>7,534,078</b>	<b>3,463,026</b>	<b>10,997,104</b>
Net Gain on Investment	-	-	-
<b>Net Movement in Funds</b>	<b>(126,559)</b>	<b>(4,705)</b>	<b>(131,264)</b>
<b>Reconciliation of Funds</b>			
Total funds brought forward	3,350,233	518,582	3,868,815
Total funds carried forward	3,223,674	513,877	3,737,551

### **Concessionary Hire of Caerphilly Castle**

A request has been received from Shining Stars for funding to cover the hire of Caerphilly Castle for a charity event on Thursday, 2<sup>nd</sup> March 2017. The venue will be used for their deaf blind service users. The cost of hiring the castle is £275.

Members are asked to consider this request.