

**CAERPHILLY**

**TOWN**

**COUNCIL**



**CYNGOR**

**TREF**

**CAERFFILI**

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

**K. Williams**

**TOWN MAYOR:  
MEIR Y DREF:**

**Councillor  
James Fussell**

12th January 2015

**An Ordinary Meeting of the Caerphilly Town Council will be held at the Twyn Community Centre on Monday 19th January 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 17th November 2014 (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) Public Consultation.
  - b) Caerffili and District Twinning Association.
  - c) Membership Renewal - Town Clerk.

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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. PLANNING MATTERS (see list attached)

10. PAYMENTS AND FINANCIAL MATTERS

- a) List of Payments and Income.
- b) Bank Account Balances.
- c) Application for Financial Assistance
  - i) Aber Valley YMCA.
  - ii) Twyn Community Playgroup.
  - iii) Disability Can Do.
  - iv) St. David's Children Society.
  - v) Goldies Cymru.
  - vi) St. Martin's Ward Old Aged Pensioners.

11. CORRESPONDENCE & MEMBER REQUEST

- a) Filling of casual vacancy.

12. REPORT ON TOWN CLERK'S CONDITIONS OF EMPLOYMENT

CAERPHILLY

TOWN

COUNCIL



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TOWN CLERK:  
CLERC-Y-DREF:

Ken Williams

TOWN MAYOR:  
MEIR Y DREF:

Councillor  
Mr. James Fussell

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CAERPHILLY TOWN**  
**COUNCIL HELD AT THE TWYN COMMUNITY CENTRE**  
**ON MONDAY 17TH NOVEMBER 2014**

**Present:**

Councillors Mrs O. Rees, Mr. C. Elsbury, Mr. E. Talbot, Mrs. J. Hibbert, Mr. R. Williams, Mr. S. Kent, Mr. P. J. Bevan, Mr. J. Fussell (Town Mayor) and Mr. J. Pritchard.

**Apologies:**

Councillors Mr. G. Pratt and Mr. M. Newman.

**In attendance:**

Mr. K. Williams (Town Clerk).  
Carl Watkins, Gwent Police.

61. **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY 20TH OCTOBER 2014**

Minutes of the Ordinary Council Meeting held on 20th October 2014 were received, confirmed and signed subject to the words 'and agreed to the following' being deleted in Minute 56 d.

62. **MATTERS ARISING FROM THE MINUTES**

No matters arising.

63. **COMMUNITY SAFETY MATTERS**

- a. At least 2 gardens entered in Princes Avenue and Railway Terrace with damage to 1 garden gate. It appears nothing was stolen.
- b. Gangs of youths in town damaged roller shutter door on Conservative Club on weekend 15th November at approximately 12 midnight.
- c. Bus travelling down Cardiff Road was stopped by gangs of youths who pulled the emergency stop button.

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- d. Problems by B & M shop on Bedwas Road. The store manager is speaking with ward members about trouble in the car park.

The anti social behaviour in the town has been reported to division and there has been an increase in Community Support Officers in the town as a result.

- e. CSO's have also been liaising with the children to try and improve their behaviour. The police have new powers where anyone over 10 years of age can be moved from an area if they believe they will cause trouble.
- f. Two properties in St David's Way were broken into and three more targeted.
- g. A lady in a motorized wheelchair was attacked on Gypsy Lane and her bag stolen.

64. **TOWN MAYOR'S DIARY**

November - Lion's Peace Poster Competition.

15th Nov - Attended with Street Pastors in Town Centre.

9th Nov - Memorial Service at Cenotaph.

11th Nov - Memorial Service at Cenotaph.

65. **ENVIRONMENTAL MATTERS**

- a. Steps by Visit Caerphilly are slippery due to flooding.
- b. Watford Rise - Leaves on floor.
- c. Blocks outside Twyn Community Centre working loose.
- d. Steps from Twyn Car Park to Castle Street need repainting and sweeping.

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

a. **Public Consultation**

Members again debated consulting the public on its budget. It was agreed to wait until after the Ton y felin By Election and then to consider the best way of consulting with the public. A draft press release will be considered by members.

The Town Council's Income and Expenditure together with its annual accounts will be shown on the Website.

b. **Concessionary use of Caerphilly Castle**

An application for concessionary use of Caerphilly Castle was received from Looked After Children.

Members agreed to the concession and to pay the hire charge.

67. **PLANNING MATTERS**

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

Councillor Bevan declared an interest on 14/0663/NMA and took no part in the discussions or decision making process.

No objections raised.

68. **PAYMENT AND FINANCIAL MATTERS**

a. List of Payments - Noted and Approved.

b. Bank Account Balances - Noted.

c. Application for Financial Assistance

		£
i	2nd Caerphilly Brownies	322.50
ii	Windsor Road Presbyterian Church	500.00

d. Revenue Estimates 2015/2016

The Revenue Estimates for 2015/2016 was agreed by members.

e. Band D Setting

The clerk informed members that the number of Band D properties for the Caerphilly Town Council area for 2015/2016 is 6050.1.

If members decide on a council tax of £13.00 for a Band D property a precept of £78,651.30 for 2015/2016 would be raised.

Members agreed to set a Band D Council Tax of £13.00 thereby raising a precept of £78,651.30 for 2015/2016 financial year.

f. Fireworks Display - Financial Statement

The clerk presented the financial statement of this year's fireworks display to members informing them that this year's charity collection was £4,129, which will be divided between the Mayor's two charities.

Members accepted the report and agreed to make up the amount to £4,500 divided equally between the Caerffili Lions and the Urdd Eisteddfod.

69. **CORRESPONDENCE**

a. Floral Basket Display in Town Centre

The clerk informed members that he had received a letter from the Borough Council stating the Floral Display in Caerphilly Town will now not be withdrawn in 2015.

b. Caerphilly Community Chorus Christmas Concert

The clerk informed members the Caerphilly Community Chorus will be holding their Christmas Concert on Friday, 12th December at 7.30 pm at St. Helen's Church and all members are invited.

c. Urdd Eisteddfod - Sponsorship Agreement

The clerk informed members that the Sponsorship Agreement had been received from the Urdd Eisteddfod.

Meeting closed at 7.30 pm.

Next meeting 19th January 2015.

- a. The Caerphilly Town Council are seeking the views of its charge payers on what services they would like their Council Tax spent on.

At present the Town Council puts on the following events:

Event	Net Cost per Event	Approximate Cost per house per Annum
	£	£
Fireworks Display	10,400	1.72
Christmas Lights	7,000	1.16
Summer Playscheme	3,600	0.60
Caerphilly Flower Festival	3,430	0.57

If you would like to make your views known go to the Town Council Website at

[www.caerphillytowncouncil.org.uk](http://www.caerphillytowncouncil.org.uk)

and complete the Online Survey or contact your local Town Councillor whose details can be found on the website. You can also contact the Town Clerk at the Twyn Community Centre, The Twyn, Caerphilly CF83 1JL. Office hours Mon - Wed 9.30am to 12.30 p.m. Tel: 02920 888777: email [towncouncil@tiscali.co.uk](mailto:towncouncil@tiscali.co.uk)

b. Caerffili and District Twinning Association - Financial Assistance

A request for financial assistance has been received from the Caerffili and District Twinning Association.

The Twinning Association was established 23 years ago to promote and foster friendship and understanding between the people of Caerphilly and its districts and those of Lannion and its districts in Brittany.

A budget provision of £500 was included in the current years original estimates.

Members are asked to consider the application from the Twinning Association.

## Key Benefits of Full Society Membership

### Comprehensive advice from our team of expert and experienced advisors

Access to SLCC specialist national advisors on specific topics such as legal employment, finance, planning, VAT, plus a team of regional advisors who are practising clerks able to answer general procedural and technical questions. The website also contains a comprehensive range of advice notes on all topics in the members' area.

### Communications to keep you informed

The Society website is updated daily with all the latest sector news and information; a regular news bulletin e-mailed to all members with topical sector developments; and the popular bi-monthly magazine 'The Clerk' containing a variety of professional articles from sector stakeholders, advisors, and fellow members.

### Training and Professional Development opportunities

A range of continuous professional development courses on specific subjects; sector qualifications from e-learning and induction (ILCA), becoming a 'qualified clerk' (CILCA), to higher education (Community Governance). Training events such as conferences and regional roadshows to ensure you have the relevant skills to effectively undertake your role in the constantly changing Local Council environment.

### Networking

County branches across England and Wales where you are able to meet and network with fellow practitioner colleagues in your local area and discuss current issues at regular meetings, plus e-forums to share best practice.

### Representation and partnerships

The Society ensures that the practitioner viewpoint is represented with Government, sector partners and stakeholders both in respect of practical issues in your day to day work and discussing terms and conditions of employment.

### Additional services and discounts

A range of further benefits includes discounted books (such as Charles Arnold-Baker) through the on-line Society bookshop, discounts with suppliers for office stationery and utility services, a telephone counselling service, job finder service and supplier directory.

### Society of Local Council Clerks

8 The Crescent, Taunton, Somerset TA1 4EA

Tel: 01823 253646 Fax: 01823 253681

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

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

# RENEWAL NOTICE: MEMBERSHIP 2015

**SLCC**  
Society of Local Council Clerks  
Professional Supportive Innovative

## Dear Colleague

**Your Society membership is now due for renewal;** please find enclosed your membership renewal notice for 2015. Please complete and return this form as soon as possible to ensure your membership does not lapse.

Membership of the Society of Local Council Clerks has never been more relevant or more important, as Local Council Officers continue to take on greater challenges in delivering more services for the benefit of their local communities.

The Society continues to invest in enhancing key member services such as the advisory service, employment support, legal advice, procedural and technical advice, training and education ranging from induction to higher education qualifications, local CPD courses, regional and national conferences, and we also represent the practitioner viewpoint with a range of sector stakeholders including Government and sector partners.

The members' area of the Society website contains a wealth of information, advice notes and templates on a range of useful topics which are regularly updated, together with all the very latest sector news and developments. Communication with members remains a key priority, and this is delivered through 'The Clerk' magazine, regular e-news bulletins, and updates on the latest sector news on the SLCC website.

A local branch network and e-forums provide excellent networking opportunities with fellow Clerks and professionals working in the sector, and enable best practice to be shared and common issues explored and solutions found.

The extensive range of member benefits illustrates the many good reasons and importance of your membership of the Society of Local Council Clerks, and we look forward to your continued participation in your professional body during 2015.

Yours sincerely



**Howard Midworth**

Chief Executive



## Types of SLCC Membership

### 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 of the Society, 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 the SLCC, 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

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

## ILCM Charitable Foundation

The ILCM Charitable Foundation has been created to provide bursaries to advance the education of Clerks, Deputy Clerks and other Local Council employees. It does however need funding from members through direct donations legacies and fund raising events. Please could you consider contributing by adding a small amount to your annual subscription.

## Membership Subscriptions 2015

Gross Annual Salary from all Councils	Joining Fee (new and lapsed members)	Full Year Subscription
From £0 - £1,000	£5	£48
£1,001 - £2,000	£5	£65
£2,001 - £3,000	£5	£77
£3,001 - £4,000	£8	£88
£4,001 - £6,000	£8	£103
£6,001 - £8,000	£10	£118
£8,001 - £10,000	£10	£131
£10,001 - £15,000	£12	£149
£15,001 - £20,000	£12	£167
£20,001 - £25,000	£15	£187
£25,001 - £30,000	£15	£210
£30,001 - £35,000	£15	£235
£35,001 - £40,000	£20	£260
£40,001 - £45,000	£20	£284
£45,001 - £50,000	£20	£310
£50,001 - £55,000	£20	£339
£55,001 - £60,000	£20	£366
>£60,000	£20	£405
Past Service Member	£0	£36
Clerk Magazine only	£0	£30
Affiliate Membership	£15	£177

**Case Ref.** 14/0673/FULL **Site Area:** 875m<sup>2</sup>  
**Location:** 32 Mountain Road Caerphilly CF83 1HL  
**Proposal:** Demolish existing conservatory to the rear elevation and construct new single storey extension  
**Applicant:** Dr R Jones 32 Mountain Road Caerphilly CF83 1HL  
**Agent:** Lloyds PMS Ltd Mr D Willicombe Deall Sunnybank Machen Caerphilly CF838PY  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 315725 (E) 186193 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0728/FULL **Site Area:** 317m<sup>2</sup>  
**Location:** 8 Clos Gwastir Caerphilly CF83 1TD  
**Proposal:** Erect a single storey mono-pitch extension to rear of existing dwelling  
**Applicant:** Mr M Hurley 8 Clos Gwastir Caerphilly CF83 1TD  
**Agent:**  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 314417 (E) 186131 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0731/FULL **Site Area:** 338m<sup>2</sup>  
**Location:** 32 Clos Dwyerw Caerphilly CF83 1TE  
**Proposal:** Demolish existing conservatory to rear and rebuild conservatory with balcony above  
**Applicant:** Mr R Jones 32 Clos Dwyerw Caerphilly CF83 1TE  
**Agent:** Sally Colcombes Architectural Design Services Miss S Colcombes 22 Heol Tyn Y Coed Rhiwbina Cardiff CF14 6RA  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 314400 (E) 186282 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0736/FULL **Site Area:** 354m<sup>2</sup>  
**Location:** 164 Maes Glas Caerphilly CF83 1JW  
**Proposal:** Construct a single storey side extension  
**Applicant:** Mrs R McMorrow 164 Maes Glas Caerphilly CF83 1JW  
**Agent:** Mr D I Jones 8 Birchgrove New Tredegar NP24 6AH  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 316094 (E) 186694 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0767/FULL **Site Area:** 50m<sup>2</sup>  
**Location:** Land Opposite 84 St Christopher's Drive Caerphilly  
**Proposal:** Construct detached garage  
**Applicant:** Mr D Bloor 29 Tydfil Road Bedwas Caerphilly CF83 8EF  
**Agent:** Mr D I Jones 8 Birchgrove New Tredegar NP24 6AH  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ Powelc2@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 315013 (E) 186515 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0776/FULL **Site Area:** 301m<sup>2</sup>  
**Location:** 74 Half Acre Court Caerphilly CF83 3SU  
**Proposal:** Erect two-storey side and rear extension  
**Applicant:** Mrs A Pronger 74 Half Acre Court Caerphilly CF83 3SU  
**Agent:** Mr S Jones 103 Tynybedw Terrace Treorchy CF42 6RL  
**Case Officer:** Mr C Powell ☎ 01495 235019 ✉ powelc2@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 315751 (E) 187926 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0781/FULL **Site Area:** 177m<sup>2</sup>  
**Location:** 20 Waunfach Street Caerphilly CF83 3HL  
**Proposal:** Erect a two bedroom dwelling  
**Applicant:** Mr A J Davies 20 Waunfach Street Caerphilly CF83 3HL  
**Agent:** Mr J Pugh 12 Castlefields Rhymney NP22 5NJ  
**Case Officer:** Mr C G Grimes ☎ 01495 235124 ✉ grimecg@caerphilly.gov.uk  
**Ward:** Morgan Jones **Map Ref:** 315431 (E) 187952 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

**Case Ref.** 14/0815/FULL **Site Area:** 531m<sup>2</sup>  
**Location:** Hillsborough 70 St Martin's Road Caerphilly CF83 1EN  
**Proposal:** Demolish the existing detached garage to the rear of the site and construct a new single storey detached dwelling  
**Applicant:** Mr J Chard Hillsborough 70 St Martin's Road Caerphilly CF83 1EN  
**Agent:** Lloyds PMS Ltd Mr D Willicombe Deall Sunnybank Machen Caerphilly CF838PY  
**Case Officer:** Mr C G Grimes ☎ 01495 235124 ✉ grimecg@caerphilly.gov.uk  
**Ward:** St Martins **Map Ref:** 315008 (E) 186376 (N) **Expected Decision Level:** Delegated  
**Community Council:** Caerphilly Town Council

<b>Case Ref.</b>	<b>14/0845/NOTT</b>	<b>Site Area:</b> 63m <sup>2</sup>	
<b>Location:</b>	<b>Vodafone Communication Mast Railway Terrace Caerphilly</b>		
<b>Proposal:</b>	Erect a 15m monopole with 6 no. antennas, 3 no. dishes and 6 no. RRUs on a new foundation, remove existing VF Radio equipment cabin and erect a JSC cabinet fixed to new monopole foundation		
<b>Applicant:</b>	Vodafone Ltd & CTIL C/o WHP Wilkinson Helsby - Acquisition Design And Construction Mr D Hosker The Ponderosa Scotland Lane Horsforth Leeds LS18 5SF		
<b>Agent:</b>			
<b>Case Officer:</b>	Mr C Powell	☎ 01495 235019	✉ powelc2@caerphilly.gov.uk
<b>Ward:</b>	St Martins	<b>Map Ref:</b> 315843 (E) 186525 (N)	<b>Expected Decision Level:</b> Delegated
<b>Community Council:</b> Caerphilly Town Council			

## LIST OF PAYMENTS

CHEQUE NO.	PAYEE	IN RESPECT OF	AMOUNT £
303483	Pendragon Fireworks & Pyrotechnics	Fireworks Display	6000.00
303484	Rees Sound System	PA System for Fireworks Display	993.00
303485	Playworks	November Salaries	1521.24
303486	County Borough Supplies	Stationery	24.00
303487	Welsh Ambulance Services	Paramedic	273.28
303488	Speedy Asset Services	Delivery of Barriers	20.87
303489	Urdd Eisteddfod	Sponsorship	6000.00
303490	Windsor Road Presbyterian Church	Donation	500.00
303491	2nd Caerphilly Brownies	Donation	322.50
303492	Speedy Asset Services	Collect Crowd Barriers	29.50
303493	Sound Media Solutions	PA System for Switch On	474.00
303494	1223 Caerphilly Air Cadets	Fireworks Display	250.00
303495	Cash	Presentation Buffet	375.00
303496	Caerffili Lions	Mayor's Charity	2250.00
303497	Urdd Eisteddfod	Mayor's Charity	2250.00
303498	Playworks	December Salaries	1521.24
303499	Caerphilly Golf Club	Presentation Evening	184.35
303500	K. Williams	Expenses	466.70

## LIST OF INCOME 1ST APRIL 2014 TO 31ST DECEMBER 2014

DATE	RECEIVED FROM	IN RESPECT OF	AMOUNT £
24th April	H.M.R.C.	VAT	5347.17
24th April	Caerphilly County Borough Council	Precept	38862.79
16th June	Caerphilly County Borough Council	Donation Towards Flower Festival	1500.00
21st August	Caerphilly County Borough Council	Precept	38862.78
30th September	Aber Valley Community Council	Contribution To Fireworks Display	250.00
30th September	Bedwas, Trethomas & Machen Community Council	Contribution To Fireworks Display	150.00
29th September	Welsh Assembly Government	Grant	30.00
6th October	Penyrheol, Trecenydd & Energlyn Community Council	Contribution To Fireworks Display	1750.00
15th October	Llanbradach & Pwll Y Pant Community Council	Contribution To Fireworks Display	300.00
27th October	Van Community Council	Contribution To Fireworks Display	250.00
November	-	Fireworks Collection	4129.12
1/4 To 31/10	Co-op Bank	Bank Interest	472.99
19th December	Caerphilly County Borough Council	Christmas Lights Event	800.00

Bank Account Balances as at 23rd December 2014

	£
Community Direct Plus Account	12826.40
Business Select 14 day Account	32475.37
Business Select 14 day Gratuity Account	4035.66
Fixed Rate Deposit Account	30558.59

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

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

ABER. VALLEY Y.M.C.A.

ABER. VALLEY. PENYRHEOL. TRECEFYDD. CAERPHILLY

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

ELWYN EVANS (CHAIRMAN) Y.M.C.A. BRYNHAFOD ROAD.

ABERTIDWR, CAERPHILLY. CF83 4BH.

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

THE YMCA AIMS TO PROVIDE OR ASSIST IN THE PROVISION IN THE

INTEREST OF SOCIAL WELFARE FACILITIES FOR RECREATION AND OTHER  
LEISURE TIME ACTIVITIES FOR MALE AND FEMALE TO IMPROVE CONDITIONS OF LIFE

4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:

Total No. 640 Number Resident in Town Council area (see attached map) 78

5. MEMBERSHIP FEES, if applicable ADULT £1.00 ANNUALLY £1.60 ON USE  
JUNIOR 50p " 60 ON USE

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.

WE HAVE NO DEBTS AND CURRENTLY HOLD RESERVES OF  
£60.000 EQUIVALENT TO ONE YEARS RUNNING COSTS. WE HAVE  
NO STATORY FUNDING AND ARE TODAY SELF SUFFICIENT.

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

TO HELP FUND THE COST OF TUTOR FEES FOR OUR ARTS  
+ CRAFTS AND POTTERY SECTION. ESTIMATED COST IS £60  
PER WEEK FOR TEN WEEKS - £600.00

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.

**ABER-VALLEY YMCA**

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

	Notes	Unrestricted funds £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	17,902	-	17,902	13,644
Activities for generating funds	3	31,724	-	31,724	26,886
Investment income	4	20	-	20	20
<b>Incoming resources from charitable activities</b>					
Charitable Activities	5	11,889	12,315	24,204	8,250
<b>Total incoming resources</b>		<u>61,535</u>	<u>12,315</u>	<u>73,850</u>	<u>48,800</u>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Charitable Activities		61,639	32,866	94,505	77,983
<b>Governance costs</b>		<u>1,701</u>	<u>-</u>	<u>1,701</u>	<u>1,695</u>
<b>Total resources expended</b>		<u>63,340</u>	<u>32,866</u>	<u>96,206</u>	<u>79,678</u>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(1,805)	(20,551)	(22,356)	(30,878)
<b>Gross transfers between funds</b>	11	<u>11,087</u>	<u>(11,087)</u>	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>		<u>9,282</u>	<u>(31,638)</u>	<u>(22,356)</u>	<u>(30,878)</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>51,398</u>	<u>824,001</u>	<u>875,399</u>	<u>906,277</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>60,680</u></u>	<u><u>792,363</u></u>	<u><u>853,043</u></u>	<u><u>875,399</u></u>

The notes form part of these financial statements



## ABER-VALLEY YMCA

### BALANCE SHEET AT 31 MARCH 2014

	Notes	Unrestricted funds £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	7,908	779,952	787,860	810,378
<b>CURRENT ASSETS</b>					
Debtors	9	4,269		4,269	2,108
Cash at bank and in hand		54,807	12,411	67,218	67,566
		<u>59,076</u>	<u>12,411</u>	<u>71,487</u>	<u>69,674</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(6,304)	-	(6,304)	(4,653)
<b>NET CURRENT ASSETS</b>		<u>52,772</u>	<u>12,411</u>	<u>65,183</u>	<u>65,021</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>60,680</u>	<u>792,363</u>	<u>853,043</u>	<u>875,399</u>
<b>NET ASSETS</b>		<u>60,680</u>	<u>792,363</u>	<u>853,043</u>	<u>875,399</u>
<b>FUNDS</b>	11				
Unrestricted funds				60,680	51,398
Restricted funds				<u>792,363</u>	<u>824,001</u>
<b>TOTAL FUNDS</b>				<u>853,043</u>	<u>875,399</u>

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

  
E Evans MBE -Trustee

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

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

TWYN COMMUNITY PLAYGROUP.  
TWYN COMMUNITY CENTRE, CAERPHILLY.

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

AMANDA HEWER. (PLAYLEADER)

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

PROVIDE CARE FOR CHILDREN AGED 2½-4 YEARS  
(charity organisation).

4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:

Total No. 19 children Number Resident in Town Council area (see attached map) \_\_\_\_\_  
per day.

5. MEMBERSHIP FEES, if applicable £7.00 per session

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 bank Statements.

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

As number of children is low need money  
for rent and wages.  
WAGES - £680.00 per month Rent - £144.00 per month

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.

Account name TWYN COMMUNITY PLAYGROUP  
 Account number 00699136 Sort Code 20-10-26

00549 WUB2836A K00056 38900 1026 1476474011  
 TWYN COMMUNITY PLAYGROUP  
 TWYN COMMUNITY PLAYGROUP  
 20 WINDSOR STREET  
 CAERPHILLY  
 MID GLAMORGAN  
 CF83 1FW



IBAN GB13 BARC 2010 2600 6991 36  
 SWIFTBIC BARCGB22

### Information about the Financial Services Compensation Scheme (FSCS)

We are covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. Most depositors - including most individuals and small businesses - are covered by the scheme.

In respect of deposits, an eligible depositor is entitled to claim up to £85,000. For joint accounts each account holder is treated as having a claim in respect of their share so, for a joint account held by two eligible depositors, the maximum amount that could be claimed would be £85,000 each (making a total of £170,000). The £85,000 limit relates to the combined amount in all the eligible depositor's accounts with the bank, including their share of any joint account, and not to each separate account.

For further information about the compensation provided by the FSCS (including the amounts covered and eligibility to claim) please ask at any branch, refer to the FSCS website [www.fscs.org.uk](http://www.fscs.org.uk) or call the FSCS on 020 7741 4100 or 0800 678 1100. Please note only compensation related queries should be directed to the FSCS.

Barclays Bank PLC may also accept deposits under the following trading names: Barclays, Barclays Bank, Barclaycard, Barclays Business, Barclays Capital, Barclays Commercial, Barclays Corporate, Barclays Direct, Barclays UK & Ireland Private Bank, Ireland Private Bank, Barclays International Private Banking, Barclays Premier, Barclays Private Bank, Barclays Wealth and Woolwich Mortgages. Deposits accepted from an eligible depositor under these trading names are combined for the purposes of deposit compensation from the FSCS. The FSCS is not applicable to deposits held at branches in the Channel Islands or the Isle of Man.

### Statement for 5 Aug - 4 Nov 2014

#### Statement sheet 89 (Issued on 5 Nov 2014)

Balance from 4 Aug 2014	4,003.83
Total payments	0.00
Total receipts - incl. interest	0.54
Gross interest received	0.54
Tax paid	0.00
Net interest received	0.54
Balance as at 4 Nov	4,004.37

Current Credit Interest Rates effective from 07 Dec 2009

Interest is calculated and tiered so your rate changes whenever your account moves into a different tier. Current Gross and AER interest rates are:

	Gross	AER
£1,000,000+	0.150 %	0.150 %
£1 - £999,999	0.050 %	0.050 %

AER - Annual Equivalent rate: A notional rate which illustrates the contractual interest rate as if paid and compounded on an annual basis  
 Gross - Gross Rate: The contractual rate of interest payable before the deduction of income tax, at the rate specified by law

### Transactions in date order

Date	Description	Payments	Receipts	Balance
	Balance brought forward			4,003.83
8 Sep	Interest earned gross For the period 2 Jun - 7 Sep		0.54	4,004.37
4 Nov	Balance carried forward			4,004.37
	Total Payments/Receipts	0.00	0.54	

### Barclays Base Rate Information

Rate effective from 05 Mar 2009 0.500%

### COMING SOON - YOUR NEW IMPROVED COLOUR BANK STATEMENT

YOUR BANK STATEMENT IS CHANGING MAKING IT EASIER AND CLEARER TO READ. THE SMART NEW LAYOUT AND USEFUL TOOLS WILL HELP YOU MANAGE YOUR ACCOUNT AND KEEP TRACK OF YOUR TRANSACTIONS.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No: 122702).  
 Registered in England. Registered No. 1026167. Registered Office: 1 Churchill Place, London E14 5HP.

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. **NAME OF ORGANISATION and Headquarters and principal area or place of operation.**  
The Disability Can Do Organisation. We deliver our services across the Caerphilly County Borough, in clients homes, outreach clinics in Caerphilly library, Caerphilly jobcentre.
2. **NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION**  
Helen Williams, Charity Manager, Disability Can Do Centre, 1 Bryn Lane, Pontllanfraith NP12 2PG
3. **PURPOSE OR ACTIVITIES OF ORGANISATION – if possible attach copy of Constitution**  
To improve the quality of life for disabled adults and their carers through the provision of information, Advocacy, welfare support, housing support, volunteering opportunities.
4. **MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:**  
We have a database of over 2,700 disabled adults and carers. Approximately 18% of the  
Total No. \_\_\_\_\_ Number Resident in Town Council area (see attached map)  
service users of our welfare support service in the past year have come from the Caerphilly
5. **MEMBERSHIP FEES, if applicable \_\_\_\_\_ town council area.**
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.**  
We have attached a recent bank statement together with our annual report and  
accounts for the end of the financial year.
7. **PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:**  
We would like assistance for the core costs associated with running our organisation such as volunteer costs, insurance, training for our Trustees, personal safety items of personal alarms, first aid kits, IT equipment and security software etc. These are essential costs that we need to cover in order to sustain the organisation.

**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.**

phone 08457 215 215

**MISS M SEALE**  
Disability Can Do Centre  
1 Bryn Lane  
The Bryn Pontllanfraith  
Blackwood Gwent  
NP12 2PG

M2140J1002265000

32300

## Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
---------	------	-------------	-----------	----------	---------

Account title  
**THE DISABILITY CAN DO ORGANISATION**

Ref code  
**000000**

Account number  
**00000000**

Statement date  
**17 November 2014**

Statement number  
**100**

Page number  
**1 of 1**

31 OCT 14	OPENING BALANCE			<b>70,438.00</b>
3 NOV 14	JOHN MILES SEP EXPS	152.90		70,285.10
4 NOV 14	8232 Amazon *Mktpl	66.57		70,218.53
5 NOV 14	UNTAXED INTEREST		13.73	70,232.26
6 NOV 14	8232 Amazon *Mktpl		35.98	
6 NOV 14	N.GIRO000000051114		223.84	
6 NOV 14	DWP HSBC2033369373 2083369373		302.78	70,794.86
7 NOV 14	8232 Amazon *Mktpl	5.65		
7 NOV 14	8232 Amazon *Mktpl	69.72		
7 NOV 14	200845	500.00		70,229.59
10 NOV 14	BET OFFICE SUPPLIES 8183597	39.69		
10 NOV 14	DWR CYMRU 21 OCT 14	58.83		
10 NOV 14	WCVA GENERAL ACCOU 84914	95.00		
10 NOV 14	MISS K M HOWELL OCT EXPS	89.45		
10 NOV 14	PEGASUS TELECOM 20658	96.00		
10 NOV 14	N.M.O CLEANING SE N.M.O-39	125.00		
10 NOV 14	E.ON EP1431421462931	395.16		
10 NOV 14	CARDIFF & VALE ULH EP1431421462943	612.00		
10 NOV 14	KONICA 111534130	100.83		
10 NOV 14	KONICA 1115350243	181.08		
10 NOV 14	COMPUTAFORM 226127	62.48		
10 NOV 14	COMPUTAFORM 226220	3.10		
10 NOV 14	CAERPHILLY CBC NOR05987		2,499.25	70,906.75
17 NOV 14	GAVO PT:3 INV 7034	2,041.81		
17 NOV 14	GWENT ASSOCIATION Pt:1 Inv 7034	10,000.00		
17 NOV 14	GWENT ASSOCIATION Pt:2 Inv 7034	10,000.00		48,864.94 S

Statement closing balance

**48,864.94 S**

Abbreviations: S Sub Total (Interim/Pre Balance) OD Overdrawn Balance ODS Overdrawn Interim/Pre Balance NSTF Non Standing Transaction Fee Details of overdraft interest rates are shown overleaf Details of calculations of interest charges are available on request

**Don't let your business fall victim to telephone fraud.**

Be alert to phone calls asking for your personal or account - related information or requesting that you alter bank payee details for regular payments. Do not presume the call is genuine as fraudsters can sound professional. Always verify the call by using a different telephone line to call back and use known contact details to ensure you don't unknowingly speak to the fraudster.

Please see the important information overleaf about the Financial Services Compensation Scheme (FSCS).

# DISABILITY CAN DO ORGANISATION

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

	2014 £	2013 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations		
Grants	964	3,005
	<u>55,146</u>	<u>51,984</u>
	56,110	54,989
<b>Activities for generating funds</b>		
Fundraising events		
Training income	1,412	1,296
	<u>1,300</u>	<u>1,091</u>
	2,712	2,387
<b>Investment income</b>		
Bank interest receivable	142	204
<b>Incoming resources from charitable activities</b>		
Big Lottery People and Places Scheme	159,931	151,951
<b>Other incoming resources</b>		
Other income		571
	<u>—</u>	<u>—</u>
<b>Total incoming resources</b>	218,895	210,102
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Wages		
Social security	2,291	2,901
Pensions	210	297
Telephone and internet	229	290
Postage and stationery	69	62
Advertising and marketing	90	131
Travel and subsistence	910	950
Premises costs	66	7
Fundraising event costs	239	295
Admin and office costs	115	—
Legal and professional fees	28	39
	<u>26</u>	<u>—</u>
	4,273	4,972

This page does not form part of the statutory financial statements

**DISABILITY CAN DO ORGANISATION  
DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2014**

<b>Charitable activities</b>		
Wages	102,466	90,497
Social security	8,586	7,914
Pensions	7,531	9,353
Telephone and internet	2,980	2,331
Postage and stationery	1,617	4,907
Advertising	4,472	7,642
Recruitment costs	899	310
Training	17,069	7,268
Premises costs	10,359	11,065
Admin and office costs	1,217	1,481
Volunteer expenses	10,360	5,773
Legal and professional fees	1,125	868
Grants repayable to funding providers due to underspend	3,894	-
Subcontractor fees for maintenance services	3,080	-
Travel and subsistence	2,869	3,601
Events	353	2,150
	<u>178,877</u>	<u>155,160</u>
<b>Governance costs</b>		
Wages	-	-
Trustee expenses and costs of meetings	1,616	1,206
Accountancy	1,680	1,680
Travel and subsistence	-	83
Training	160	1,024
Organisation governance costs	-	-
Monitoring and evaluation	-	1,750
	<u>3,456</u>	<u>5,743</u>
<b>Support costs - Management</b>		
Wages	39,344	42,649
Social security	3,412	3,740
Pensions	3,934	5,341
Telephone and internet	1,173	715
Postage and stationery	1,547	1,504
Advertising	1,888	1,724
Travel and subsistence	1,130	-
Premises costs	4,086	3,393
Admin and office costs	487	454
Legal and professional fees	443	-
Depreciation	4,901	3,443
	<u>62,345</u>	<u>62,963</u>
<b>Total resources expended</b>	<u>248,951</u>	<u>228,838</u>
<b>Net expenditure</b>	<u>(30,056)</u>	<u>(18,736)</u>

This page does not form part of the statutory financial statements

# DISABILITY CAN DO ORGANISATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Un- restricted fund £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	964	55,146	56,110	54,989
Activities for generating funds	3	2,712	-	2,712	2,387
Investment income	4	142	-	142	204
<b>Incoming resources from charitable activities</b>					
Information and services for disabled persons and their carers		-	159,931	159,931	151,951
Other incoming resources		-	-	-	571
<b>Total incoming resources</b>		<b>3,818</b>	<b>215,077</b>	<b>218,895</b>	<b>210,102</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		4,273	-	4,273	4,972
<b>Charitable activities</b>					
Information and services for disabled persons and their carers		10,251	230,971	241,222	218,123
Governance costs	6	2,818	638	3,456	5,743
<b>Total resources expended</b>		<b>17,342</b>	<b>231,609</b>	<b>248,951</b>	<b>228,838</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(13,524)	(16,532)	(30,056)	(18,736)
Gross transfers between funds	12	5,870	(5,870)	-	-
<b>Net incoming/(outgoing) resources</b>		<b>(7,654)</b>	<b>(22,402)</b>	<b>(30,056)</b>	<b>(18,736)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		42,522	54,215	96,737	115,473
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>34,868</b>	<b>31,813</b>	<b>66,681</b>	<b>96,737</b>

The notes form part of these financial statements



# DISABILITY CAN DO ORGANISATION

## BALANCE SHEET AT 31 MARCH 2014

	Notes	Un- restricted fund £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	5,938	-	5,938	9,216
<b>CURRENT ASSETS</b>					
Debtors	10	407	2,294	2,701	1,630
Cash at bank and in hand		<u>30,576</u>	<u>31,903</u>	<u>62,479</u>	<u>88,955</u>
		30,983	34,197	65,180	90,585
<b>CREDITORS</b>					
Amounts falling due within one year	11	(2,053)	(2,384)	(4,437)	(3,064)
<b>NET CURRENT ASSETS</b>		<u>28,930</u>	<u>31,813</u>	<u>60,743</u>	<u>87,521</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		34,868	31,813	66,681	96,737
<b>NET ASSETS</b>		<u>34,868</u>	<u>31,813</u>	<u>66,681</u>	<u>96,737</u>
<b>FUNDS</b>	12				
Unrestricted funds				34,868	42,522
Restricted funds				<u>31,813</u>	<u>54,215</u>
<b>TOTAL FUNDS</b>				<u>66,681</u>	<u>96,737</u>

The financial statements were approved by the Board of Trustees on ...12.9.14...  
and were signed on its behalf by:

.....  
D Evans -Trustee

The notes form part of these financial statements

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. NAME OF ORGANISATION and Headquarters and principal area or place of operation.  
ST DAVID'S CHILDREN SOCIETY
2. NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION  
NERYS SALES, FUNDRAISING MANAGER.  
28 PARK PLACE, CARDIFF CF10 3BA
3. PURPOSE OR ACTIVITIES OF ORGANISATION – if possible attach copy of Constitution  
Independent adoption agency, placing children, many of whom  
have experienced abuse in loving family homes
4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:  
Total No. \_\_\_\_\_ Number Resident in Town Council area (see attached map) \_\_\_\_\_
5. MEMBERSHIP FEES, if applicable N/A
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.  
Please see attached latest accounts.
7. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:  
Please see attached sheet.

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.

7.

Many children in care have been through traumatic abuse and are aim and hope is that we can find new loving 'forever families' for these children.

In the area of Caerphilly in the past three years we placed 5 children with new families. This might not seem like a large number however for each child placed this creates a much bigger impact on them and society as a whole. Many children who are still in care when they become adults, move into homelessness and in many cases prison; 50% of the prison populations' under 25's are ex-care residents. It is regrettable that we are unable to provide a smaller breakdown on area to show Caerphilly Town numbers and truly hope that this does not reflect on your decision.

We continue to support the children and their new family for as long as they need us which is one of our strengths and one which we don't have any funding for. This support makes a huge difference to settle fragile children into a brand new world. We also provide a free service for requests from adults who were adopted as children through our society and want to find their birth parents and vice versa. This can be very emotional but also rewarding.

It costs £1250 to begin to recruit and train one new adoptive family. We are asking for a donation towards this cost and would be grateful for anything which you might be able to assist us with.

**ST DAVID'S CHILDREN SOCIETY  
COMPANY LIMITED BY GUARANTEE**

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

	2014 £	2013 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	9,119	9,129
Covenants and Gift aid	638	413
Grants	89,100	89,100
Training course income	706	1,380
	<hr/> 99,563	<hr/> 100,022
<b>Activities for generating funds</b>		
Agency costs reimbursements	1,131,764	704,674
Donations		18,000
	<hr/> 1,131,764	<hr/> 722,674
<b>Total incoming resources</b>	<hr/> 1,231,327	<hr/> 822,696
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	595,254	460,732
Social security	52,024	38,248
Pensions	42,261	32,774
Telephone	6,707	10,489
Postage and stationery	11,334	7,047
Advertising	12,988	11,498
Sundries	8,553	6,530
Rent and repairs	36,557	35,645
Motor expenses	36,749	26,974
Depreciation	3,000	2,599
Subscriptions	30,770	17,687
Office support	39,933	32,151
Statutory checks	528	464
Bank charges	160	306
Family assistance	7,623	4,150
Training and recruitment	9,455	7,819
Light and heat	5,036	4,651
Post support	2,365	2,507
	<hr/> 901,297	<hr/> 702,271
<b>Governance costs</b>		
Auditors' remuneration	3,600	2,400
	<hr/> 3,600	<hr/> 2,400
<b>Total resources expended</b>	<hr/> 904,897	<hr/> 704,671
<b>Net income</b>	<hr/> <hr/> 326,430	<hr/> <hr/> 118,025

This page does not form part of the statutory financial statements

**CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI**

**FINANCIAL ASSISTANCE**

**APPLICATION FORM**

1. **NAME OF ORGANISATION and Headquarters and principal area or place of operation.**  
Golden-Oldies Charity - Headquarters at Radstock Office in England  
Goldies Cymru - Wales office in Cardiff covering 26 sessions across the South of Wales  
\_\_\_\_\_
2. **NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION**  
Grenville Jones, Founder and Chief Officer  
C/O Rachel Parry, 42 Charles Street, Cardiff CF10 2GE  
\_\_\_\_\_
3. **PURPOSE OR ACTIVITIES OF ORGANISATION – if possible attach copy of Constitution**  
Constitution attached and please see additional information sheet for further details.  
\_\_\_\_\_
4. **MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:**  
Total No. 900      Number Resident in Town Council area (see attached map) 20  
\_\_\_\_\_
5. **MEMBERSHIP FEES, if applicable** £1 voluntary donation per session per person  
\_\_\_\_\_
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.  
Please see attached set of accounts  
\_\_\_\_\_  
\_\_\_\_\_
7. **PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:**  
To run the Caerphilly Goldies Singing and Activity Session at the Vanguard Centre,  
United Reform Church in Caerphilly held on the 2nd Monday of each month from  
10.30-11.30am - costs £498 pa to run. Please see additional information sheet.  
\_\_\_\_\_

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.

# GOLDEN-OLDIES

## Statement of Financial Activities for the year ended 30 September 2013

	Notes	Unrestricted fund £	Restricted funds £	2013 Total funds £	2012 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		162,962	4,820	167,782	244,834
Activities for generating funds	2	4,607	-	4,607	6,099
Investment income	3	10	-	10	23
<b>Incoming resources from charitable activities</b>					
Goldies Sessions		12,052	-	12,052	14,548
Activities for generating funds		4,727	-	4,727	-
<b>Total incoming resources</b>		<b>184,358</b>	<b>4,820</b>	<b>189,178</b>	<b>265,504</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		216	-	216	216
<b>Charitable activities</b>					
Activities for generating funds		191,016	7,289	198,305	265,379
Governance costs		3,600	-	3,600	3,119
<b>Total resources expended</b>		<b>194,832</b>	<b>7,289</b>	<b>202,121</b>	<b>268,714</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(10,474)	(2,469)	(12,943)	(3,210)
Gross transfers between funds	9	2,449	(2,449)	-	-
<b>Net incoming/(outgoing) resources</b>		<b>(8,025)</b>	<b>(4,918)</b>	<b>(12,943)</b>	<b>(3,210)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		12,462	8,714	21,176	24,386
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>4,437</b>	<b>3,796</b>	<b>8,233</b>	<b>21,176</b>

The notes form part of these financial statements

# GOLDEN-OLDIES

## Balance Sheet At 30 September 2013

	Notes	Unrestricted fund £	Restricted funds £	2013 Total funds £	2012 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	6,018	-	6,018	5,921
<b>CURRENT ASSETS</b>					
Cash at bank		2,084	3,796	5,880	18,762
<b>CREDITORS</b>					
Amounts falling due within one year	8	(3,665)	-	(3,665)	(3,507)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>(1,581)</u>	<u>3,796</u>	<u>2,215</u>	<u>15,255</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>4,437</u>	<u>3,796</u>	<u>8,233</u>	<u>21,176</u>
<b>NET ASSETS</b>		<u><u>4,437</u></u>	<u><u>3,796</u></u>	<u><u>8,233</u></u>	<u><u>21,176</u></u>
<b>FUNDS</b>	9				
Unrestricted funds				4,437	12,462
Restricted funds				3,796	8,714
<b>TOTAL FUNDS</b>				<u><u>8,233</u></u>	<u><u>21,176</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2013.

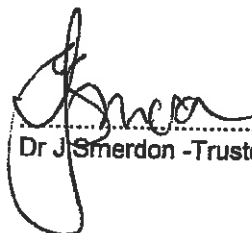
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2013 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 24-3-2014 and were signed on its behalf by:

  
Dr J Smerdon -Trustee

The notes form part of these financial statements

CAERPHILLY TOWN COUNCIL  
CYNGOR TREF CAERFFILI

FINANCIAL ASSISTANCE

APPLICATION FORM

1. NAME OF ORGANISATION and Headquarters and principal area or place of operation.  
St. Martins Ward O.A.P.s, Pensioners Hall.  
Park Lane, Caerphilly
2. NAME AND ADDRESS AND OFFICIAL POSITION, OR PERSON MAKING APPLICATION  
Mrs. P. Y. Pryce-Jones, 12. Craig View,  
Machen, Caerphilly CF83. 8SE - Secretary
3. PURPOSE OR ACTIVITIES OF ORGANISATION - if possible attach copy of Constitution  
To provide companionship & help in a friendly  
way to as many as we can & brighten the lives of  
the elderly.
4. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:  
Total No. 59 Number Resident in Town Council area (see attached map) 40 approx
5. MEMBERSHIP FEES, if applicable £1.00 Weekly
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.  
Bank Statement attached, some Christmas bills  
still outstanding
7. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATES OF COSTS:  
Towards cost of proposed Summer outings &  
Christmas Dinner. We also try to engage as many  
speakers & entertainers as we can afford. PTO

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.



as you are aware the cost of Transport, entertainers  
& speakers rises annually and we budget accordingly  
↓

P. H. Trefe-Jones

phone 08457 213 213

**MRS S A LEWIS** - *Treasurer*

St Martins Oap Association  
29 Marsh Court  
Aberbargoed  
Bargoed Mid Glamorgan  
CF81 9BF

M25841/J/1004492000

38900

## Current Account

Summary	Date	Description	Withdrawals	Deposits	Balance
---------	------	-------------	-------------	----------	---------

Account title  
**ST. MARTINS WARD  
OLD AGE PENSIONERS**

Sort code  
**089003**

Account number  
**60030109 00**

Statement date  
**28 November 2014**

Statement number  
**204**

Page number  
**1 of 1**

Statement opening balance  
**6,145.97**

Total withdrawals  
**1,767.25**

Total deposits  
**210.10**

Statement closing balance  
**4,588.82**

<b>31 OCT 14</b>	<b>OPENING BALANCE</b>			<b>6,145.97</b>
5 NOV 14	CREDIT		66.60	6,212.57
11 NOV 14	501042	25.00		6,187.57
13 NOV 14	CREDIT		19.00	6,206.57
20 NOV 14	CREDIT		64.20	6,270.77
26 NOV 14	501043	722.25		
26 NOV 14	CREDIT		60.30	5,608.82
28 NOV 14	501044	1,020.00		4,588.82

**Statement closing balance**

**4,588.82**

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

International Bank  
Account Number  
**GB20 0912 0000 0000 0000 0000**  
Bank Identification Code  
**GB22**

Please see the  
important information  
overleaf about the  
Financial Services  
Compensation Scheme  
(FSCS).

Remember, if you need to make amendments to your account we **may** be able to accept these over the telephone, please call 08457 213 213. When writing to us please use your business letterhead and don't forget to provide your sort code, account number and sign the letter in accordance with your usual account signing arrangements

## **FILLING OF COUNCILLOR VACANCIES**

A request has been received that members discuss the process of filling future vacancies. The following notice of motion has been put forward by Councillor James Pritchard.

"Members agree that if any vacancy should arise on Caerphilly Town Council a co-option should be avoided to fill the vacancy. Only a by election whereby local people, not political parties, directly elect a new councillor to represent the vacant ward should be supported. Members will actively encourage efforts to collect the necessary amount of signatures to enable a by election to take place".

The advice given from the Borough Council is:

Following a casual vacancy occurring the clerk must issue a Notice of Casual Vacancy. The request for an election must be made by 10 persons who are named on the register in use at the time of the request as local government electors for the electoral area in which the vacancy has occurred (within 14 days of the date of the notice).

If no request is received the Community/Town Council MUST co-opt, if a valid request is received an election MUST be held unless the casual vacancy has occurred within 6 months before the day on which the Council would regularly have retired.

It is therefore a matter for the residents of the ward to decide to call an election or not.

Members are asked to consider this report.

## **TOWN CLERK - CONDITIONS OF EMPLOYMENT**

The Town Clerk is employed to work 3 mornings a week at the Town Council Office in addition to the out of office hours which is required in order to carry out the functions of the post.

These working arrangements have been in place since before the current clerk was appointed in 2006.

Working arrangements have changed dramatically since then and most correspondence and communication is done via emails. Therefore there is no need for the clerk to be in attendance at the office for the three mornings to carry out his duties. In fact many Community Council Clerks work full time from their homes.

The clerk has requested that his current working arrangements be changed to allow him to work 2 days in the office and 1 day from home. In addition all emails to the Town Council will be actioned 7 days a week from either the office or the clerks residence.

The office will continue to be manned 3 days a week by the clerk's assistant.

Members are asked to consider this request.