**CAERPHILLY CYNGOR**

**TOWN TREF**

**COUNCIL CAERFFILI**

**TOWN CLERK: TOWN MAYOR: CLERC Y DREF: MAIR Y DREF:**

**P. G. Davy Councillor**

**Mike Prew**

9th November 2020

An **Ordinary Meeting** of the **Caerphilly Town Council** will be held on **Monday 16th November 2020** at **6.30 pm** by **Remote Access**

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

Phil Davy

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 Monday 19th October 2020.

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. **TOWN CLERK’S REPORTS**

8.1 Budget Estimates 2021/22.

8.2 Town Council Social Media Account.

8.3 Future Audit Arrangements for Community Town Councils in Wales.

8.4 Independent Remuneration Panel for Wales – Draft Annual Report

Address: The "Twyn Community Centre The Twyn Caerphilly CF83 IJL

Telephone: Caerphilly 02920 888777

E-mail: [caerphillytowncouncil@outlook.com](mailto:caerphillytowncouncil@outlook.com)

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

9. **PLANNING MATTERS**

**10. PAYMENT AND FINANCIAL MATTERS**

10.1 List of Payments.

10.2 Bank Account Balances.

10.3 Application for Financial Assistance.

11. **CORRESPONDENCE**

12. **MEMBER REQUESTS FOR FUTURE REPORTS**

This Meeting will be held in accordance with the Local Authorities (Coronavirus)

(Meetings) (Wales) Regulations 2020. The Regulations make temporary provision in relation to local authority meetings during the Covid 19 pandemic. Statutory requirements placed on local authorities by existing legislation to admit the public and press in person to certain meetings and to provide facilities to inspect certain documents in person at offices of the authority are relaxed for the duration of the Regulations.

All documentation about and relating to this and any other Town Council Meeting undertaken by remote access will be made available on the Town Council Website.

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

 **CAERPHILLY CYNGOR**

**TOWN TREF**

**COUNCIL CAERFFILI**

**TOWN CLERK: TOWN MAYOR**

**CLERK Y DREF MEIR Y DREF**

**Phil Davy Cllr Mike Prew**

**MINUTES OF THE ORDINARY MEETING OF CAERPHILLY TOWN COUNCIL HELD BY REMOTE ACCESS ON MONDAY 19TH OCTOBER 2020**

**Present:**

Councillors P J Bevan, C Elsbury, J Fussell, J Grenfell, J Hibbert, S Hodder, H Jackson, S Kent,

M Prew, J Pritchard

**Apologies:**

Councillors R Bidgood, S Morgan

**In Attendance:**

PG Davy, Town Clerk

34 **MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 21ST SEPTEMBER 2020**

Minutes of the Ordinary Town Council Meeting held on 21st September 2020 were received and confirmed. Minutes to be signed by the Town Mayor when practical.

35 **MATTERS ARISING**

Minute 26 – Matters raised were referred to CCBC, correspondence has been acknowledged and individual items passed to relevant departments.

Minute 28 – Letter sent to Mountain View snack bar but no response received. Lane between Bonfield Park and Nantgarw Road has been cleaned and weeds cleared. Further information had been sent to CCBC to identify location of fly tipping on Caerphilly Mountain.

Minute 29.2 – Donation cheques had still to be issued. Agreed to hold in abeyance in anticipation that Town Mayor may be able to present cheques in early 2021.

Minute 31.4 – Discussions were ongoing with CCBC in respect of providing a payroll service.

Minute 33 – Cadw had been contacted but there had been no reply. In the meantime Cllr P Bevan had received a reply direct from Cadw. A site visit will be arranged in due course to establish suitable locations for seats.

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

36 **COMMUNITY SAFETY MATTERS**

No new matters were raised.

37 **TOWN MAYOR’S DIARY**

The Mayor had officially opened the Smart Money Cymru office. He had attended the Mind Cymru (Caerphilly) AGM.

38 **ENVIRONMENTAL MATTERS**

No new matters raised. There were continuing concerns about the poor appearance of the town centre.

39 **TOWN CLERK’S REPORTS**

1 Q2 Budget Monitoring (2020/21 Financial Year)

Expenditure to 30 September was £24,884, 23% of the original budget.

The report was noted.

40 **PLANNING MATTERS**

The following planning applications were considered, and comments made as follows:

20/0741/FULL – no objections

20/0649/COU – no objections

20/0760/FULL - no objections

20/0789/FULL – no objections

20/0761/FULL – no objections

20/0833/FULL – no objections

Councillor J Fussell declared an interest and took no part in the discussion or decision making on any of the applications.

41 **PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved

2 Bank account balances were noted

42 **CORRESPONDENCE**

1 Letter Noah’s Ark Children’s Hospital Charity

It was agreed to invite the charity to submit a grant application.

Councillor M Prew declared an interest and took no part in the discussion or decision making on this item. Councillor H Jackson chaired the meeting during this item.

2 Email from Skateboard Academy

It was agreed to refer the correspondence to the Caerphilly Youth Forum.

43 **MEMBER REQUESTS FOR FUTURE REPORTS**

A report was requested on establishing a Town Council social media account (Facebook / Twitter).

The meeting closed at 7.15pm

**Agenda Item 8.1**

**Report to Town Council 16th November 2020**

**Budget Estimates 2021/22**

A report presented to the September meeting of the Town Council outlined the impact on the budget for 2020/21 in what has been an unprecedented year of disruption. The revised budget for 2020/21 has been updated to reflect the expenditure decisions to utilise some of the savings that have arisen from the cancellation of events. This results in a revised projected expenditure of £85,158-91 which is £25,248-09 less than the original projected expenditure.

In preparing the budget for 2021/22 the following assumptions are made:

* Return to normality from April 2021 with no ongoing restrictions
* All events / activities usually supported will be reinstated
* 10% enhancement to sponsored events budget
* Mandatory Members allowances will be included in the budget
* No provision for carers costs
* No provision for concessionary hires due to uncertainty about refurbishment of Great Hall at Caerphilly Castle
* No new areas of expenditure
* Provision for pay increase of 2.5%
* Increase on event budget heads to reflect possible increases in costs.
* No increase in the precept which will be kept at £15-50 for Band D properties

Taking these assumptions into account a budget expenditure of £118,737 is proposed for 2021/22 which is £8,330 higher than the original projected expenditure for the current financial year. Income is projected at £111,165 resulting in an excess of £7572 of expenditure over income. In order to achieve a balanced budget it will be necessary to make a contribution from balances. This can be easily managed as balances are higher than the last couple of years even taking account of the commitments made against the savings in the current financial year.

It is acknowledged that the reality of these budget estimates is underpinned by the assumption that the coronavirus epidemic will no longer be a factor. Obviously the position will have to be reviewed in light of any continuing restrictions into the 2021/22 financial year.

Although the outturn position for 2020/21 is subject to change over the remaining part of the financial year it is anticipated that with the cancellation of the Fireworks Display, Christmas Lights switch on event, and the Lantern parade there will be no significant unplanned expenditure.

Recommendations

1 Members approve the budget estimates for 2021/22 set out in the attached tables

2 The Council Tax for Band D properties is set at £15-50 for 2021/22

3 The budget is updated following completion of the year end accounts in April 2021 and in light of the position with any ongoing coronavirus restrictions.

Phil Davy

Town Clerk

**Caerphilly Town Council**

**Cyngor Tref Caerffili**

**Estimates 2021/2022 - Income**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Actual Received**  **2019/20**  **£** | **Estimate**  **2020/21**  **£** | **Revised**  **Estimate**  **2020/21**  **£** | **Estimate**  **2021/22**  **£** |
| Precept | 97053.72 | 97053.00 | 97125.02 | 97125.00 |
| Bank Interest | 115.09 | 10.00 | 70.49 | 40.00 |
| VAT | 7142.23 | 5000.00 | 5000.00 | 5000.00 |
| CIL | 7379.79 | 4000.00 | 9344.03 | 4000.00 |
| Fireworks Sponsorship | 2950.00 | 3250.00 | 0 | 3000.00 |
| Fireworks Collection | 2021.02 | 4000.00 | 0 | 2000.00 |
| Miscellaneous | 8000.00 | 0 | 0 | 0 |
|  | | | |  |
| **Total Income** | 124,661.85 | 113,313.00 | 111,539.54 | 111,165.00 |

Contribution from

Balances to achieve

Balanced budget 7572.00

Total income and balance contribution 118737.00

**Caerphilly Town Council**

**Cyngor Tref Caerffili**

**Estimates 2021/2022 Expenditure**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Actual**  **2019/20**  **£** | **Estimate**  **2020/21**  **£** | **Revised**  **Estimate**  **2020/21**  **£** | **Estimate**  **2021/22**  **£** |
| **Members** |  |  |  |  |
|  |  |  |  |  |
| Town Mayors Allowance | 900.00 | 900.00 | 900.00 | 900.00 |
| Members Allowances | 450.00 | 1800.00 | 450.00 | 1800.00 |
| Civic Regalia / Travelling | 0.00 | 0.00 | 0.00 | 0.00 |
| Election Costs | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  |  |
| **Staff** |  |  |  |  |
|  | | | |  |
| Salaries /Statutory Deductions | 18968.16 | 19241.00 | 19193.63 | 19700.00 |
| Travelling | 0.00 | 500.00 | 500.00 | 500.00 |
| Payroll Admin | 132.00 | 150.00 | 212.00 | 252.00 |
| Pension (Employer) | 139.92 | 140.00 | 150.00 | 150.00 |
| Employer N.I. |  | 690.00 | 745.00 | 785.00 |
| Audit Fee | 402.90 | 400.00 | 400.00 | 400.00 |
| Insurance | 1586.94 | 1586.00 | 1685.00 | 1800.00 |
|  |  |  |  |  |
| **Administration** |  |  |  |  |
|  | | | |  |
| Office Rent / Business Rates | 4227.85 | 6000.00 | 6000.00 | 6000.00 |
| Tel/Postage/Stationery/Subs | 1329.15 | 1000.00 | 1000.00 | 1000.00 |
| Furniture/Equipment  IT / IT Support | 5113.84 | 200.00 | 2500.00 | 500.00 |
|  | 1100.00 | 2200.00 | 2000.00 |
|  | | | |  |
| **Sub total** | 33,250.76 | 33,707.00 | 35,935.63 | 35,787.00 |

**Caerphilly Town Council**

**Cyngor Tref Caerffili**

**Estimates 2021/2022 Expenditure**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Actual**  **2019/20**  **£** | **Estimate**  **2020/21**  **£** | **Revised**  **Estimate**  **2020/21**  **£** | **Estimate**  **2021/22**  **£** |
| **Brought forward** | 33,250.76 | 33,707.00 | 35,935.63 | 35787.00 |
|  | | | |  |
| Sponsored Events  Concessionary Hires | 14171.76 | 14550.00 | 1550.00 | 16000.00 |
|  |  |  |  |
| Fireworks Display | 14648.85 | 15000.00 | 2100.00 | 16000.00 |
| Floral Decorations | 10591.00 | 13500.00 | 14073.28 | 16000.00 |
| Christmas Lights | 9714.32 | 8500.00 | 16500.00 | 9000.00 |
| Lantern Parade | 7125.31 | 8500.00 | 0.00 | 9000.00 |
| Financial Assistance (Grants) | 3130.00 | 6000.00 | 8500.00 | 6000.00 |
| Summer Sports Scheme | 4800.00 | 5000.00 | 0.00 | 5000.00 |
| Fireworks Charity Donation | (inc. in Display) | 4000.00 | 5000.00 | 4000.00 |
| Floodlighting – St Martins Church | (inc. in sponsored events) | 350.00 | 350.00 | 350.00 |
| Subscriptions | (inc. in Admin) | 250.00 | 250.00 | 250.00 |
| Twinning |  | 250.00 | 0.00 | 250.00 |
| Newsletter | (inc. in Admin) | 600.00 | 900.00 | 900.00 |
| Miscellaneous | 79.00 | 200.00 |  | 200.00 |
| VAT | 12784.72 | VAT included in above figures | |  |
| CIL Projects | 21000.00 |  | |  |
|  | | | |  |
| **TOTAL** | 131,295.72 | 110,407.00 | 85,158.91 | 118,737.00 |

**Caerphilly Town Council**

**Cyngor Tref Caerffili**

**Estimates 2021/2022 Summary of Balances**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Actual**  **2019/20**  **£** | **Estimate**  **2020/21**  **£** | **Revised**  **Estimate**  **2020/21**  **£** | **Estimate**  **2021/22**  **£** |
| **Balances B/F** | 53931.66 | 55915.00 | 47298.39 | 73679.02 |
|  |  |  |  |  |
| Excess of Expenditure  Over Income | 6633.27 |  |  | 7572.00 |
| Surplus of Income  Over Expenditure |  | 2906 | 26380.63 |  |
|  | | | | |
| **Balances C/F** | 47298.39 | 58821.00 | 73679.02 | 66107.02 |

The balances are made up as follows:

£

Balance B/F from 2019/20 47298.39

Revised Income 2020/21 111539.54

158837.93

Less revised expenditure 2020/21 85158.91

73679.02

The balances at March 2021are projected to be made up as follows assuming no expenditure of operational or restricted reserves during the remainder of the financial year

£

Current A/C 40732.36

Operational Reserves 10625.68

Restricted Reserves 22320.98

73,679.02

**Agenda Item 8.2**

**Report to Town Council 16th November 2020**

**Town Council Social Media Account**

Social media is now a term in common usage. Basically social media are web based communication tools that enable people to interact with each other by sharing and consuming information. They will be familiar through sites and apps such as Facebook, Twitter, Instagram, and Snapchat.

Common social media features are:

*Personalised user accounts* where a site allows visitors to create their own accounts that they can log into

*Profile Page* since social media is all about communication a profile page is often necessary to help represent an individual or group

*Friends, followers, groups, hashtags* are the means by which individuals can connect with other users

*Newsfeed* when information is updated in real time

*Personalisation* social media sites give users the flexibility to configure their user settings, customise their profiles, organise their friends or followers, and manage the information they see in their newsfeeds

*Like buttons and comment sections* two of the most common ways to interact on social media are via buttons that represent a “like” plus comment sections where views can be expressed

*Review rating or voting systems* social media sites and apps rely on the collective effort of the community to review, rate and vote on information that they know about or have used

Social media doesn’t just give information but enables interaction while information is being given and is therefore an instant engagement tool.

However there are downsides:

*Spam* social media makes it easy for spammers, both real people and bots, to bombard other people with content

*Cyberbullying / Cyberstalking* due to the large amount of interaction on social media via mobile devices most major platforms make it possible to share locations opening the door for cyberstalking

*Self image manipulation* users have the power to completely control what they do and don’t want to broadcast on social media to manipulate their own self image

*Information overload* it is not unusual to have over 250 Facebook friends or follow over 1000 Twitter accounts which can make it impossible to keep up

*Fake news* fake news websites promote links to their own totally false news stories on social media in order to drive traffic to them

*Privacy / Security* many social media sites get hacked from time to time despite having good security measures in place

Social media platforms are widely used now amongst local authorities and a number of local town and community councils do have social media accounts. Social media is an exceptionally good tool for engagement with local residents, probably better than any of the traditional forms of public participation. It enables better understanding of the work of the authority, more awareness of events and advice. It can help to change behaviour and attitude to the authority, communicate directly with and understand the audience better, and all for free (apart from time input). During the period when CCBC proposed the closure of the station toilets there was far more comment and opposition on social media than in official communication with either CCBC or the Town Council.

Social media is not a website, not a newsletter, not a noticeboard and the style of communication is different, more as you would speak.

Technically it works using an algorithm. When one person interacts with the post they are telling the algorithm that the content is valuable. As more people engage with the post the algorithm delivers the post to more and more people’s newsfeeds, therefore engaging content gets shown to larger audiences.

The best channels for the Town Council would be Facebook Groups, and Twitter. Facebook Groups are about local interests, definitely not political, with a greater reach than the website, and about the community, not a promotion tool. Twitter is more a form of media relations, easy to gain followers, speed and brevity, breaking news and crisis management.

The posts that get most attention are about the audience, shared experiences, local pride, and attractions. Visual content (photos, videos) gets more attention. Negative comments need to be dealt with positively. Topics to share are for example local weather, nostalgia, thanks and congratulations to citizens, local updates, lost pets, requests for recommendations. Topics not to post are party politics, anything boring, any joke or comment that pokes fun or criticises.

There will be a time commitment to set up and manage a social media account. As with the website it requires regular updating with content that is topical and interesting. Since the beginning of 2020 the Town Council’s staff have been responsible for managing and updating the content on the website. There has been little engagement from Members in providing information for the website. Notwithstanding that 2020 has been an unusual year the experience with the website does not augur well for a social media account. The Town Council’s activities are limited in scope and without stories, photos, newsworthy items etc being provided by Members on a regular basis it would be difficult to envisage how the social media account could be maintained.

The Town Council employs 0.7 FTE and there is some doubt with this limited resource whether it is practical to take on a social media account in addition to the website (in a normal year). Also note that CCBC has ruled out being able to provide a payroll service and in accordance with the decision taken at the September meeting of the Town Council the payroll will be brought in house which will be another time commitment and responsibility for the staff.

Despite the Town Clerk’s reservations about taking on another commitment, if Members still wish to establish a social media account it should be on the clear understanding that Members will provide regular content to maintain the engagement with the audience. In addition it may be necessary to review the number of hours of paid staff time to fulfil this and other new commitments.

Members are invited to consider the report and determine how they wish to proceed.

Phil Davy

Town Clerk

**Agenda Item 8.3**

**Report to Town Council 16th November 2020**

**Future Audit Arrangements for Community and Town Councils in Wales**

Audit Wales has published a report on the audit arrangements from the 2020-21 financial year onwards. This will involve a three year audit programme to meet statutory requirements, and provide audit assurance at a reasonable cost to individual councils.

The requirement for community and town councils to prepare accounts and to have those accounts audited is set out in law. Section 13 of the Public Audit (Wales) Act 2004 states that all local government bodies must make up their accounts to 31st March each year and ensure that the accounts are audited by the Auditor General for Wales.

Since 2008 there have been a series of national reports highlighting common governance failures identified during the audit of community and town councils.

The issues identified in these reports include:

* Lack of or inaccurate / incomplete accounting records and improperly prepared accounts
* Poor internal control and financial management including failure to follow council’s proper expenditure authorisation processes
* Failure to account for PAYE, leading to additional costs being incurred by councils
* Poor budget setting and inadequate financial monitoring
* Failure to comply with council’s own standing orders leading to defective procurement of services and failure to ensure proper arrangements are in place to secure value for money
* Overpayment to clerks
* Poor governance and decision making leading to unlawful expenditure

In light of these issues and following a consultation carried out earlier this year Audit Wales will be introducing a new approach from the audit of the 2020/21 accounts based on a three year cycle of two limited procedure audits and a transaction based audit for each council. The introduction of the transaction based audits will be staggered across the first three years of the new arrangements. A transaction based approach will involve the auditors examining an individual council’s account and tracing transactions through to source records confirming the completeness and accuracy of the accounts.

Audit Wales is considering how the audits will be delivered and further information will be provided to all councils by January 2021. The audit of the 2020/21 accounts will be undertaken in the late summer of 2021. It is expected that fees for the two years of the three year cycle will be broadly in line with current audit fees. For the audit year in which more detailed work is undertaken there may be an increase in the fee.

Phil Davy,

Town Clerk

**Agenda Item 8.4**

**Report to Town Council 16th November 2020**

**Independent Remuneration Panel for Wales – Draft Annual Report**

The IRPW has published their draft annual report. The draft report is in respect of the Panel’s determinations for 2021/22 and has inevitably been influenced by the impact of the coronavirus epidemic and the effect this has had on the operation of all local authorities and will continue to do so for the foreseeable future. For 2021/22 the Panel is not proposing any specific changes to payments in respect of community and town councils.

The Panel continues to mandate a payment of £150 as a contribution to costs and expenses for members of all community and town councils. Receipts are not required for these payments. An individual may decline to receive part or all of the payment if they so wish. This must be done in writing and is an individual matter. A form will be circulated early in 2021 for members to use to inform the Town Clerk if they wish to decline the payment, otherwise it will automatically be paid in April 2021.

The Panel considers that any member who has personal support needs or caring responsibilities should be enabled to fulfil their role. The Panel is mandating contribution towards the cost of care and personal allowance for all members of community and town councils. All other allowances are optional subject to the limits set by the Panel.

In respect of the mandatory payments the relevant determinations are as follows:

*Determination 39: All relevant authorities must provide for the reimbursement of the contribution towards necessary costs for the care of dependent children and adults (provided by informal and formal carers) and for personal assistance needs as follows:*

* *Formal (registered with Care Inspectorate Wales) care costs to be reimbursed in full*
* *Informal (unregistered) care costs to be reimbursed up to a maximum rate equivalent to the Real Living Wage at the time the costs are incurred*

*Reimbursement must be for the additional cost incurred by members to enable them to carry out official business on approved duties. Each authority must ensure that any payments are appropriately linked to official business or approved duty. Reimbursement shall only be made on production of receipts from the carer.*

*Determination 40: All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.*

There is a requirement on community and town councils to publish details of all payments in an annual Statement of Payments for each financial year. This information must be published on the website and provided to the Panel by no later than 30 September following the end of the previous financial year.

The Panel’s final report will be published in February 2021 but it is not anticipated there will be any change to the mandatory payments to community and town councils.

This report is for information.

Phil Davy

Town Clerk

**Agenda Item 9**

**Report to Town Council 16th November 2020**

**Planning Matters**

The following planning applications have been received:

20/0845 4 Bronrhiw Avenue, Caerphilly CF83 1HF

Erect single storey rear extension

20/0824/FULL 72 Heol Ysgubor, Caerphilly CF83 1SR

Demolish single storey garage and erect a two storey extension

20/0867/COU 34 White Street (Former Beauty Within), Caerphilly CF83 1HB

Change the use from commercial to a three bedroom, two storey end of terrace domestic dwelling

20/0884/FULL 1 Cae Uwchllyn, Caerphilly CF83 1TY

Erect two storey side extension

20/0885/FULL 25 Heol Y Ddol, Caerphilly CF83 3JF

Erect single storey extensions to front, side and rear of property

20/0890/COU Cwtch Comfort Furnishing, 100 Pontygwindy Road, Caerphilly CF83 3HF

Change the use from A1 to C3 (7 single bedroom flats) with external alterations, 5 internal parking spaces and bicycle storage

20/0893/FULL Aldi Stores Ltd, Unit 12-13, Gallagher Retail Parc, Caerphilly CF83 3GX

Erect additional external plant, associated plant enclosure and AC unit required by internal refurbishment of the Aldi food store

**Agenda Item 10.1**

**Report to Town Council 16th November 2020**

**List of Payments**

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque No** | **Payee** | **In Respect of** | **Amount £** |
| 304105 | Lexon GB Ltd | Printing newsletter | 395.00 |
| 304106 | M. Prew | Mayor’s allowance | 225.00 |
| Internet | Playworks | Salaries (admin only) | 21.00 |
| Internet | HMRC | Income tax & NI | 662.61 |
| Internet | Admin Assistant | Salary (October) | 430.62 |
| Internet | Town Clerk | Salary (October) | 835.77 |
| Direct Debit | Nest | Pension (October) | 32.45 |
| 304107 | LDP Services | Newsletter distribution | 292.50 |

It is recommended that Members note and approve the payments

**Agenda Item 10.2**

**Report to Town Council 16th November 2020**

**Bank Account Balances**

Bank Account Balances as at 1st November 2020

£

Community Direct Plus Account 98,692.44

Business Select Account 10,636.51

Business Select Account (Restricted Reserves) 22,335.10

Members to note the information

**Agenda Item 10.3**

**Report to Town Council 16th November 2020**

**Application for Financial Assistance**

£

Budget 2020/21 6000

Commitment 1900

Available 4100

1 Valley Daffodils

Valley Daffodils is a regional group located in Ystrad Mynach. The purpose of the group is to provide opportunities for children and young people with disabilities and additional needs to socialise with others in a safe environment whilst taking part in an activity they enjoy. The group is in the process of becoming a registered charity. The group is currently supporting 15 families in the Morgan Jones Ward and 10 families in St Martins Ward. In accordance with the policy a grant of £250 could be awarded. The financial assistance expenditure would be authorised under the Local Government Act 1972, Section 137.

**Financial Assistance – Application Form**

Name of Organisation

Valley Daffodils

Purpose or Activities of Organisation

To provide opportunities for children and young people with disabilities and additional needs to socialise with others in a safe environment

Membership of Organisation / or Beneficiaries of Activities

25 families

Membership Fees

£5 a year per family

Present Financial Position

Purpose for which assistance is required / estimate of costs

Sensory equipment £500

Hire costs for disabled family swim sessions £180

Arts and crafts £100