



**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH  
CYNGOR CYMUNED ABERTYLERI A LLANHILLEDD**

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Our Ref: **NOTICE OF MEETING**

14 October 2020

Dear Councillor

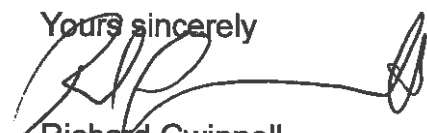
You are summoned to attend a meeting of Abertillery and Llanhilleth Community Council, to be held using video conferencing (Microsoft Teams) on **Wednesday 21 October 2020 at 7.00pm**. The agenda for the meeting is set out below.

All attendees, please be aware of your surroundings when attending this remote meeting and ensure any discussions which may be confidential are not conducted within earshot of other people. Guidance on conducting remote meetings has been issued to all members.

Council meetings are restricted to two hours, unless the Council chooses during the meeting to suspend standing order 3(x), if it wishes the meeting to last beyond two hours.

Members of the Council are being provided with a link to join the meeting. If any member of the public wishes to join the meeting, please contact the Clerk at the above email address by 10am on 21 October 2020, to discuss how the meeting can be accessed.

Yours sincerely



Richard Gwinnell  
Town Clerk

## **AGENDA**

- 1. Apologies for absence and welcomes**
- 2. Declarations of interest or dispensations**  
Members who consider that they have an interest to declare are asked to state the item in which they have an interest and the nature of the interest. Any member who is unsure should seek advice prior to the meeting in order to expedite matters at the meeting itself.
- 3. Minutes: Council: 17 September 2020 (attached)**  
To be confirmed as a correct record of the meeting.
- 4. Questions from the public:** To receive public questions and provide answers where possible.
- 5. Solar Farm Grants 2020 applications (attached):** To consider applications received.
- 6. Finance Order (attached):** To consider spending decisions and the current financial position.

7. **Motion from Councillor Oakley (attached):** “That ward grants be increased by 100% for the current year only and the costs are approved forthwith”.
8. **Progress reports/recommendations from Working Groups:**
  - (a) Christmas Lights
  - (b) Leisure and Tourism
  - (c) Shop Local (attached)
  - (d) Solar Farm Grants
  - (e) Well-being
  - (f) Youth Engagement.
9. **Council Grant Applications (attached):** To consider applications received.
10. **Internal Auditor Resignation (attached):** To consider next steps.
11. **Vacancy for a Governor (attached):** To consider filling a vacancy on Sofrydd Primary School.
12. **Adopting BT Telephone Boxes:** To consider the way forward.
13. **Members' Allowances and Expenses (attached):** To make the required determinations relating to this year in line with the Independent Remuneration Panel (IRP) for Wales Annual Report. NB the full report can be seen at <https://gov.wales/sites/default/files/publications/2020-02/annual-report-2020-to-2021.pdf>
14. **Remembrance and Christmas events:** to discuss events in light of the latest situation with Covid-19 and local lockdown restrictions.
15. **Town in Bloom:** to discuss and agree a way forward with this project.
16. **Chair's announcements, relevant correspondence and Celebrating Success:** To receive announcements from or deal with correspondence raised by the Chair or officers, including reports on local achievements and successes.
17. **Date and time of next meeting**
18. **Resolution to exclude the press and public**

Members are recommended to consider and resolve that, by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
19. **Complaints to the Public Services Ombudsman for Wales – verbal update**

**MINUTES OF A MEETING OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL  
(ALCC) HELD ON 17 SEPTEMBER 2020 at 7.06pm using Microsoft Teams video  
conferencing**

**NB** the Council meeting started at 7.06pm. Members and officers logged in to Microsoft Teams from 6.30pm to ensure everyone could do so and to deal with any technical support issues. No members used the EE Group Call (telephone conferencing) option.

**PRESENT: Councillors:**

Vanessa Bartlett, Keri Bidgood, Gill Clark (Chair), Roger Clark, Tracey Dyson, Mark Lewis and Beverley Lucas

**Officers:** Steve Edwards, Deputy Clerk and Richard Gwinnell, Town Clerk

**Others:** None

**ABSENT:** Councillors Peter Adamson, Michaela Assiratti, Julie Holt, Perry Morgan, Gary Oakley, Rob Phillips, Allen Rees, Nick Simmons, Glyn Smith, Bernard Wall and Graham White

**245. APOLOGIES FOR ABSENCE AND WELCOMES**

Apologies for absence were received from Councillors Michaela Assiratti, Julie Holt, Rob Phillips, Allen Rees and Bernard Wall.

Welcomes were extended to everyone present. Protocols for the meeting (e.g. the need to mute microphones when not speaking and raise your hand to show a wish to speak) were discussed. The Chair explained that if someone wished to vote against or abstain, they must say so out loud, as voting by exception would be the norm. As only 7 members were present, everyone could be seen on screen at the same time.

**246. DECLARATIONS OF INTEREST**

The Chair reminded members of the need to declare any personal interests.

No members declared any personal interests.

**247. MINUTES: COUNCIL – 12 AUGUST 2020**

**Council RESOLVED:** that the minutes of the Council meeting held on 12 August 2020 be confirmed as a correct record, for signature by the Chair.

NB Councillor Roger Clark abstained, as he had not been present at the August meeting.

**248. QUESTIONS FROM THE PUBLIC**

There were no public questions for this meeting.

## **249. BUDGET 2019/20: QUARTER 4 OUT-TURN REPORT**

The Council considered a report of the Clerk/RFO and the Deputy Clerk, which the Deputy Clerk outlined. In answer to questions and comments from members, the Deputy Clerk explained that:

- the end of year surplus for 2019/20 was approximately £49k
- the Council could choose if it wished, when it set its next budget in January 2021, to reduce the precept for 2021/22, recognising recent underspends
- national guidance was that the Council should have a minimum (not maximum) of 25% of its annual budget in unallocated reserves; it currently had just under 25%
- between 25% and 75% (of annual spend) was considered acceptable in reserves
- the Council ultimately needed to decide what to do with its surplus and what it wished to do longer term with its reserves
- the projected 2020/21 underspend would be discussed later and was due largely to the impact of Covid-19.

**Council RESOLVED** (unanimously):

- (1) that the end of year position be noted
- (2) that £35,000 be moved from the current account to the reserve account
- (3) that the old "gratuity account" (containing £4.85) be closed and those funds be moved to the current account.

## **250. BUDGET 2020/21: QUARTER 1 REPORT**

The Council considered a report of the Clerk/RFO and the Deputy Clerk, which the Deputy Clerk outlined briefly. The Deputy Clerk explained that:

- the Covid-19 pandemic and lockdown measures prevented many areas of spending this year, e.g. Party in the Park had not happened, detached youth services were not being delivered on-street and there were no plans yet for Town in Bloom
- some areas of spending carried on as normal, e.g. staffing costs, Christmas lights and other "fixed costs" such as IT, utilities and printing
- the forecast at the end of quarter 1 was for an underspend this year of approx. £100k although this had to be viewed with caution, as only three months' spending had taken place when quarter 1 ended
- the Council could in theory choose to spend its funds on other things
- most spending took place in quarters 3 and 4 in any normal year.

**Council RESOLVED** (unanimously):

- (1) that the current position be noted
- (2) that, if the Council decides at its annual meeting not to pay the members allowances listed in the report in 2020/21, then £4,500 is transferred into the reserve account, to be used to offset this liability for future years
- (3) that Council urgently revisits its spending plans for 2020/21 and makes changes to either avoid a huge underspend or ringfence money to be used to reduce the 2021/22 precept request.

## **251. FINANCE ORDER**

The Deputy Clerk outlined the Finance Order briefly. He stated that cheque numbers 7737, 7738, 7739, 7740 and 7741 were all shown twice in table 2 (this was a transposition error). The current account balance at the end of the period (after all the spending shown in the finance order) would be £49,229.36.

**Council RESOLVED** (unanimously):

- (1) that the payments shown in tables 1 and 2 of the finance order (subject to the changes reported by the Deputy Clerk) be noted
- (2) that the payments shown in table 3 of the finance order be authorised and
- (3) that the financial position on the current and reserve accounts (subject to the changes reported by the Deputy Clerk) be noted.

## **252. BUDGET 2020/21: PRIORITIES**

The Council discussed its approach for the remainder of the current financial year, in light of the fact that Covid-19 had impacted on events, on the delivery of services and on the ability of the Council to spend the current year budget as originally intended. The following main points arose in the debate:

- in principle, the underspend should be used to reduce the precept next year
- there were only seven members in attendance at this meeting, so the budget should be revisited at a later meeting, when more spending information was available and more members were present
- many people had lost their jobs and their businesses due to the pandemic
- there would be uproar if the Council spent public money unwisely, for the sake of spending it or without proper justification
- the Council had already received a warning from its Internal Auditor, about failing to plan properly and “frittering away” public money.

**Council RESOLVED** (unanimously): that, in principle, recognising the impact of Covid-19 and the severe effect on people’s jobs, incomes etc, the Council commits to spending its budget as wisely as possible and, if there is still a significant surplus in January, then the Council will use that surplus to reduce the precept for 2021/22.

## **253. MOTION FROM COUNCILLOR OAKLEY**

Councillor Oakley was absent, so could not move the motion he had submitted.

His motion was therefore DEFERRED to a future meeting.

## **254. MOTION FROM COUNCILLOR REES**

The motion had been WITHDRAWN by Councillor Rees.

## **255. PROGRESS REPORTS / RECOMMENDATIONS FROM WORKING GROUPS**

### **(a) Christmas Lights Working Group**

Council considered the report issued with the agenda papers.

Councillor Lewis referred to the snowflake decorations removed from Somerset Street last year. He had asked Councillor Phillips (Chair of the working group) if the group could consider their relocation at Somerset Street next year.

**Council RESOLVED** (unanimously):

- (1) To note: (a) that the pit at the front of St Michael's Church was of insufficient depth and was unsafe; (b) that the working group had considered having a new pit for a large tree installed in Jubilee Square, as a centre-point for the switch-on event; and (c) that it was very unlikely that a switch-on event would be possible this year
- (2) to dispense with a tree at St Michael's Church this year and look at providing a tree in Jubilee Square next year after consulting with the church and Blaenau Gwent
- (3) that the amount of lights in the tree at Cwmtillery is doubled
- (4) with regard to the lights in the tree outside Bournville Community Hall: (a) that the decisions made in October 2019 be rescinded; (b) that this location be removed from the contract; (c) that the Council grants £800 to Bournville Community Hall to provide their own display and (d) that the lights still in that tree be removed by the Council's contractor.

### **(b) Leisure and Tourism Working Group**

No report back was given.

### **(c) Shop Local Working Group**

#### **Artificial floral hanging baskets**

Councillor Lewis (Chair of the working group) outlined the recommendations of the group attached to the agenda and answered questions. He stated (main points):

- Abertillery was one of very few towns which did not have real flower beds
- replacement hanging baskets with artificial flowers could be purchased pending the Town in Bloom project, which would not go ahead this year
- the hanging baskets could be given away when real flowers were installed
- replacing the current damaged artificial hanging baskets would cost £1,280 for 8
- purchasing the proposed artificial floral hanging baskets would cost £600 for 30
- the flower shop in town was unable to provide flowers for hanging baskets due to problems with a supplier
- replacing the broken baskets with new artificial floral baskets could be a "stop gap" short term solution.

The Deputy Clerk displayed images of the hanging baskets proposed by the working group, using the internet link provided by Councillor Lewis.

Discussion ensued on the working group's proposal (main points):

- the proposed baskets looked cheap
- the county borough council were opposed to the current artificial hanging baskets and wanted them removed
- purchasing from a national company went against the drive to "shop local"
- allotment groups might be able to help with providing and maintaining flower beds
- real flowers would need watering throughout the year
- a contractor would therefore need to be engaged, to maintain real flower beds
- allotments would not be producing flowers at this time of year
- most people grew vegetables on allotments, not flowers
- someone would need to put any new baskets up
- the proposed hanging baskets were only 10 inches across
- shopkeepers must be consulted before 30 baskets were ordered
- locations for new hanging baskets would need to be decided upon
- perhaps 2 of the proposed baskets should be purchased and people should see them, before another 28 were purchased.

Councillor Lewis (Chair of the working group) stated that:

- shopkeepers were in favour of replacing the current baskets
- he would consult shopkeepers on the baskets proposed (although he could not go to every shop)
- he was happy to consult the shops where hooks for hanging baskets were already located
- he was happy to put the new hanging baskets up, with help from other members of the working group
- there were already 30 locations, stretching from the war memorial to Tillery Street
- the brackets were already in place.

## Flags

Comments were made that (main points):

- flags thanking the NHS were too late; others had done this months ago and this was no longer needed
- the public would view this as a waste of public money
- a banner or banners may be a better option
- people in other areas might see this as another "Abertillery-only" initiative
- people could not simply put flags up at the war memorial
- buying flags was just the start; they would have to be erected and maintained, with ropes, pulleys and other equipment, plus someone to lower and raise them.

Councillor Lewis (Chair of the working group) responded (main points):

- flags could be put up at the war memorial, at the tri-services station and outside the ALCC offices
- it was important to thank the NHS and there may be a second wave of Covid-19
- banners were more likely to be vandalised than flags

- he would liaise with the church, find out more details and costs and report back.

## **Replacing gazebos**

Comments were made that (main points):

- five gazebos had been damaged beyond repair at the last Party in the Park
- replacing them was not in the budget, so this would be new spending
- ALCC had already paid to replace the gazebos borrowed from Ffrindiau Tyleri which were broken at Party in the Park
- ALCC could borrow gazebos again from Ffrindiau Tyleri; it did not need to buy more at this stage, especially as Covid-19 meant there were no events taking place
- ALCC could lend its existing gazebos (which were stored at the unit in Cwmtillery) to groups or market traders if needed
- staff were working at home due to Covid-19 and could not be expected to come to the office every Thursday to put up and take down gazebos; how would it work?
- loaning out gazebos would need to be done with great care; they could be broken or people could fail to return them
- people could be asked to pay a deposit, to ensure they were returned safely
- market traders usually had their own gazebos; if not, they could write and ask ALCC if ALCC could loan out their stock
- this proposal should be shelved, given Covid-19 and the lack of events.

## **DJ and disco equipment for Abertillery Youth Centre**

Comments were made that (main points):

- this proposal should also be shelved, given Covid-19 and the lack of events
- second hand DJ equipment was available cheaply (a councillor currently had such equipment for sale)
- only six people were currently allowed to gather, from two households, so no discos could take place for the foreseeable future
- if the Youth Centre wanted to buy this equipment, and wanted help with funding, they should apply for a grant, in the same way that other organisations had to apply for grants
- ALCC should be wary of buying equipment and loaning it or giving it to others
- this would involve ALCC being liable if anything went wrong.

## **Council RESOLVED:**

- (5) that officers be delegated authority to purchase two of the proposed artificial floral hanging baskets at this stage
- (6) that Councillor Lewis' offer to consult and show the baskets to shopkeepers be accepted and Councillor Lewis report back with their feedback before any further baskets are ordered
- (7) that Councillor Lewis' offer to put up the baskets, using existing brackets, be accepted
- (8) that Councillor Lewis report back with further details of the costs and other logistics involved in the proposed flags before any further decisions are made
- (9) that no action is taken on replacing gazebos



(10) that no action is taken on purchasing disco equipment for the youth centre.

**(d) Solar Farm Grants Working Group**

Councillor Gill Clark (Chair of the working group) stated that there had been no meeting of the group to report back from. Councillor Adamson had recently resigned. The Council would deal with working group memberships at its annual meeting.

**(e) Well-being Working Group**

No report back was given. The Chair of the working group was absent.

**(f) Youth Engagement Working Group**

No report back was given. The Chair of the working group was absent.

**256. GRANT APPLICATIONS**

The Clerk informed Council that the Finance and Grants Committee (which met on 10 March 2020) had recommended grants of £300 for MENASH, £300 FOR 275 Squadron and £229 for Abertillery Bowls Club.

After discussion, **Council RESOLVED** (unanimously):

- (1) **MENASH:** to refuse this application and encourage MENASH to apply again next year, when Covid-19 has passed and activities such as day trips and craft groups may hopefully be able to return to normal
- (2) **275 (Nantyglo and Blaina) Squadron RAF Cadets:** to refuse this application and encourage the applicant to apply to Nantyglo and Blaina Town Council instead, as 275 Squadron is based in Blaina and their main focus of activity is in Blaina (as shown when they were unable to attend past Remembrance events and the World War 1 Centenary event in Abertillery, because they were busy in Blaina) and the Squadron's activities are halted due to Covid-19
- (3) **Abertillery Bowls Club Ltd:** to approve a grant of £600, in light of the fact that Bowls is one of the few activities that is still allowed under the Covid-19 restrictions, and that Abertillery Bowls Club continues to provide an essential community service, tackling social exclusion and mental health issues, and the Council therefore agrees that there are exceptional circumstances to justify exceeding the normal £500 grants "limit".

**257. COUNCIL GRANTS CRITERIA**

The Clerk informed Council of the recommendation of the Finance and Grants Committee with regard to removing the £500 "limit" from the criteria published on the Council website.

After discussion, **Council RESOLVED** (unanimously): to retain the existing criteria including criterion 10 and continue to publish them on the Council's website, as many groups do not apply for £500; it is important to have a published limit (which allows for exceptional circumstances) so that the Council and applicants know what the normal expectations and criteria are; and time and effort are not wasted (e.g. on increased numbers of queries or abortive applications).

## **258. WARD GRANTS LOGS 2019/20 AND 2020/21**

The Clerk explained that several grants logs had been prepared this year, to help the Council monitor better what grants had been given and improve financial management, as well as to help track grant allocation history when considering future applications. These logs (and other grants logs later on the agenda) were for the Council's information.

Members asked:

- how had one councillor been able to overspend his annual ward grants allowance?
- what systems were in place to prevent overspending?
- what the deadline was for spending ward grants?
- what the public would think of such an overspend?

The Clerk explained that he had prepared the ward grants log and sent it to all members on 11 February 2020, so all members knew what had been spent to date and how much was left. Logging grants was the system to prevent overspending. In previous years, there was no published log, but queries from individual members (e.g. as to what had been spent to date and what was left) were answered on a case by case basis. The Finance and Grants Committee was to meet on 10 March to consider ward grants (in time to make sure ward grants were issued before the end of the financial year) so a deadline of 2 March was set (and announced in the email dated 11 February), to ensure any remaining applications were submitted in time to go to that Committee meeting. Ward grants were allocated for a financial year, so early March was the normal deadline.

Members commented that (main points):

- Councillor Simmons had attended the Finance and Grants Committee on 10 March
- he had taken an application to that meeting (not submitted it in advance)
- the committee approved the application; it had "slipped through the net"
- Councillor Simmons had chaired that meeting, as the normal Chair was away
- members who were on the Finance and Grants Committee should be expected to comply with deadlines and make sure overspending did not take place
- corrective action needed to be taken, as (if it was not), all other members would be able to overspend in a similar way and the budget would be exceeded
- some people may see an overspend as an abuse of power
- the councillor in question should have his overspend (£175) taken off his ward grant allowance for the current financial year; this would leave him £25 for 2020/21
- the minimum ward grant was £50; the maximum was £200 per annum

Debate ensued on what amount should be deducted this year from the ward grants allowance in question. The Deputy Clerk explained that, if the Council wished to reduce a councillor's ward grants allowance by £175 this year, the Council could also decide to agree an exception to the normal minimum amount for this year - only for the councillor involved - to ensure the remaining allowance of £25 was not lost.

**Council RESOLVED** (unanimously):

(1) to note the ward grants logs

- (2) that the annual ward grant allowance of £200 for Councillor Simmons be reduced in 2020/21 to £25, in recognition of his £175 overspend in 2019/20
- (3) that an exception to the normal £50 minimum amount be made this year – for Councillor Simmons only – to enable him to allocate the remaining £25 in this financial year.

**259. SUSPENSION OF STANDING ORDER 3(x)**

**Council RESOLVED** (unanimously): to suspend standing order 3(x) to enable the meeting to continue beyond the normal two-hour limit.

**260. COUNCIL GRANTS LOG FROM 2018**

**Council RESOLVED:** to note the grants log.

**261. SOLAR FARM GRANT 2018**

The Clerk outlined the schedule attached to the agenda, explaining that significant progress had been made on the Cwmtillery project, which the Council had funded (using the 2018 grant from the solar farm company) in early 2019. Almost every aspect of the Cwmtillery project had been completed. The café was not yet open, but this was due to the restrictions on social gathering introduced nationally as a result of Covid-19. £763 was as yet unspent (of the £35,000 original grant). The solar farm company had recently agreed that this could be spent as requested by the project partners, to provide internet access at the café, enabling an electronic payment system, a website and free wifi use for the community.

The Chair welcomed the “brilliant” progress made and the way in which the project had helped bring the various groups together, working for the benefit of all local communities.

**Council RESOLVED** (unanimously): to note the progress made.

**262. SOLAR FARM GRANT 2019**

The Clerk outlined the schedule attached to the agenda, explaining progress made by the groups funded (using the 2019 grant from the solar farm company) in early 2020. The groups had until 31 March 2021 to spend the funds on the projects agreed. Good progress had been made by some groups (e.g. Tyleryan Belles Sports Association) whilst others had made less progress. Most of the delays were due to the lockdown and other restrictions introduced nationally to deal with the Covid-19 pandemic. There were some doubts about the timing of future spending as (for example) the luncheon club had been closed since March and AYDMS was moving its music festival to 2021. Progress with the projects and spending of the grants would continue to be monitored in the months ahead.

Members commented that some groups were delayed because they were only awarded £5,000 (despite having applied for much more). In the case of AYDMS and Friends of Six Bells Park, they needed to raise more money, to complete their projects, and they could not raise money through fund raising events, whilst public gatherings were not allowed. They may yet apply however for council grants, to help them complete their projects.

**Council RESOLVED** (unanimously): to note the progress made.

## 263. SOLAR FARM GRANTS 2020 – CRITERIA AND PROCESS

The Clerk informed the Council and responded to questions:

- the solar farm company wanted the allocation of the grant for this year decided by Christmas, in line with the normal annual timescale
- the company had confirmed that the criteria set out in paragraph 5 of the existing criteria document (i.e. what they wanted the money spent on) was still relevant, but that projects did not necessarily need to be environmental in nature
- the Council had adopted a 5-year rule in 2019 and backdated the start date to 2017
- the start date of the 5-year period should be shown in the criteria, so that groups knew what to expect if they wanted to apply
- the application form should also be changed, to enable groups to explain if they had any “exceptional circumstances” and to require groups to specify exactly what the grant requested would be spent on
- before the Council invited applications for this year, the criteria, application form and process should be amended as Council wished, and they should be published
- the Council awarded seven groups a grant of £5,000 each in 2019
- the Council may therefore wish to review the currently quoted minimum grant of £10,000
- £35,000 was divisible equally by £5,000 or £7,000 if the Council preferred
- groups should be given a reasonable time to apply and the applications should be considered as soon as possible after that
- groups should send applications directly to the Council (not to councillors)
- councillors should encourage applications from local groups and could help groups with the process of applying, with a view to maximising applications
- assuming publication on 21 September, 12 October would be a reasonable deadline (within working hours)
- applications would be sent to members a week before the meeting as usual
- all applications would have to go to the full Council for a final decision to be made
- due to Covid-19 it was not going to be possible for a physical meeting to take place; rather the applications would be considered at a remote (on screen) meeting
- applicants’ representatives would not be able to come and make representations in person this year (as they had in previous years) for this reason.

Members questioned and debated the criteria, process and application form and how they needed to be changed this year. Members considered that all applications should go directly to the full Council this year, as meeting opportunities were reduced due to Covid-19, applicants could not attend in person to make representations and the Solar Farm Grant Working Group would be an additional step which might delay the process (as it had last year). They also agreed to reduce the minimum grant to £5,000, to promote consistency across years. They also considered that the involvement of members last year had led to a reduction in the number of applications (not an increase) and that this needed to change.

The Clerk displayed and read out possible changes to the existing criteria, process and application form to reflect the changes discussed and agreed by the Council (including the changes to dates, to the 5-year rule, to the application form (e.g. to build in an “exceptional circumstances” section) and to the process (removing the working group from the process).

The amended wording of the criteria, application form and process were agreed by all members present, with further minor changes to be made by the Clerk after this meeting, to simplify the exceptional circumstances section and make it clearer to readers.

**Council RESOLVED** (unanimously):

- (1) to amend the criteria, process and application form as discussed in this meeting (as summarised above) and described by the Clerk
- (2) that all applications will go directly to the full Council (at the October Council meeting) this year and not to the Solar Farm Grant Working Group
- (3) that the Clerk publicise the opportunity for groups to apply, ideally on 21 September, with a deadline of 12 October at 12.00 noon (three weeks).

**264. VACANCY FOR A GOVERNOR**

Due to the time, this item was DEFERRED to a future meeting.

A member commented that a vacancy also existed on Ysgol Gymraeg Bro Helyg.

**265. VACANCY FOR A COUNCILLOR**

The Clerk explained that a vacancy existed, following the recent resignation of Councillor Postlethwaite. Normally the vacancy would be advertised immediately after it occurred, enabling ten members of the public to "petition" for an election to the vacant seat. As advised by One Voice Wales, elections could not take place until at least May 2021, but councils could decide if they wished to advertise earlier, so that, if no petition for an election was received, the council could get on with co-opting a member into the vacancy. He asked Council to decide, when it wished to advertise.

**Council RESOLVED** (unanimously): to wait until March 2021 to advertise the vacancy.

**266. ADOPTING BT TELEPHONE BOXES**

Due to the time, this item was DEFERRED to a future meeting.

**267. CHAIR'S ANNOUNCEMENTS, RELEVANT CORRESPONDENCE AND CELEBRATING SUCCESS**

No announcements were made.

**268. DATE AND TIME OF NEXT MEETING**

**Council RESOLVED:** That the next meeting be held on Wednesday 21 October 2020 at 7.00pm.

The meeting ended at 9.30pm.

Signed as a correct record by the Chair .....

*NB these minutes are a summary of the proceedings and record of the decisions taken. They are not intended to be a verbatim record.*

*Minutes produced by Richard Gwinnell, Town Clerk*



*Agenda Item 5*

## **Abertillery and Llanhilleth Community Council (ALCC)**

### **How does the Solar Farm Grants process work?**

1. CIC informs ALCC of how much funding is available for the following year.
2. CIC asks ALCC to decide how to allocate that funding.
3. ALCC decides how to allocate that funding and seeks agreement from CIC.
4. If CIC agrees, it pays the funding to ALCC.
5. ALCC distributes the funding, monitors the spending and reports back to CIC.

Specifically in 2020:

6. The criteria, process and application form agreed by the Council will be issued to all ALCC councillors and placed on the Council's website and social media as soon as possible following their agreement by the Council.
7. Councillors may approach groups and organisations in their wards to discuss potential projects, encourage applications, help facilitate the submission of applications and help explain the process and criteria, with a view to maximising applications from across the whole of the ALCC area.
8. All Solar Farm Grant applications must be made using the Solar Farm Grant application form. The Council will not consider any applications which are not on the Solar Farm Grant application form or which do not contain the required details.
9. The completed application form and all relevant supporting documents must be submitted by the group or organisation to the Clerk to the Council by Monday 12 October 2020 at 12.00 noon.
10. The Council will meet as soon as possible after the deadline for applications, to consider all applications and decide the applications. At least one week's notice will be given of the meeting. Representations from groups are not required in 2020 due to Covid-19 restrictions.
11. Cheques will be issued to the successful applicants as soon as possible after the Council has made its final decisions.
12. The organisation must undertake in writing to provide reports back, including photographs or other written evidence, to demonstrate progress.
13. The Council may at any time require any and all such evidence it decides that a Solar Farm Grant given previously has been spent in the manner for which it was intended. If insufficient progress is made or insufficient evidence is given, the Council may reclaim all or part of the funding granted and return this to CIC.
14. Any grant must be publicised appropriately by the receiving organisation (e.g. on its website, social media pages or posters/programmes). If appropriate publicity is not given, the organisation concerned will receive no further funding from ALCC (or CIC).







## **Abertillery and Llanhilleth Community Council (ALCC)**

### **Solar Farm Grants Criteria**

1. The Solar Farm Grant is a grant given by CIC Community Green Energy to Abertillery and Llanhilleth Community Council (ALCC).
2. CIC awards an amount to ALCC depending on the amount of electricity generated at the Solar Farm at Hafod-y-Dafal on an annual basis.
3. The grant is not for the Council's use.
4. It is for the Council (as the elected representative body closest to local communities) to decide how to allocate the grant to local community projects, groups or organisations.
5. CIC requires the funding to be allocated to community projects which are sustainable, have a lasting legacy, are environmental in nature and are for wide community benefit. It would also support some things which are not necessarily environmental in nature.
6. CIC and ALCC require evidence (regular reports and photos) that any money granted has been spent in the manner envisaged and that the stated community benefits have been achieved.
7. Any grant from the Council (including Solar Farm Grants) must help local communities and organisations improve the well-being of local people.
8. A Solar Farm Grant will only be made if there is a clear economic, social or environmental well-being benefit to residents of the ALCC area.
9. The organisation involved must usually be based in or operate substantially in the Abertillery and Llanhilleth Community Council area, and the majority of the members of the organisation, or those it serves, should live in the Abertillery and Llanhilleth Community Council area.
10. If the organisation is based outside the Abertillery and Llanhilleth Community Council area, evidence must be given of how (and how many) people from the ALCC area benefit from the work of the organisation.
11. The Council places a high value on voluntary and community service.
12. The Council will not make a grant to professional or commercial clubs or organisations, companies, businesses or other enterprises which aim to make a profit. The Council will only make grants to enterprises if they are not for profit and if any surplus generated by the enterprise is reinvested into improving local communities or local community facilities.
13. Organisations such as sports clubs or parks which have become companies in order to manage or run community facilities under Community Asset Transfers may be considered for Solar Farm Grants.
14. Solar Farm Grants will not be used to help fund national charities or organisations (where the principal benefit is not to residents of the ALCC area) under any circumstances.
15. Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances.
16. Solar Farm Grants must help as many people and communities as possible in the ALCC area.

17. The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. ***NB the five-year period started with the first solar farm grants awarded by the Council in 2017.***
18. The minimum Solar Farm Grant to be given by ALCC is £5,000 (if that amount is available to ALCC from CIC).
19. The maximum Solar Farm Grant to be given by ALCC is £35,000 (if that amount is available to ALCC from CIC).
20. The Solar Farm Grant 2020 will go to projects which:
  - involve a lasting legacy and tangible benefits to local communities
  - contribute to sustainability
  - are in themselves sustainable. The organisation must be able to run the project/ building/facility itself, after the Solar Farm Grant has ended, without further revenue support from ALCC
  - involve links with local schools
  - promote opportunities for local volunteering
  - deliver environmental improvements
  - promote links between different areas or communities within the ALCC area
  - meet the well-being goals set out in the Well-being of Future Generations (Wales) Act 2015.

**ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL****SOLAR FARM GRANTS HISTORY****2017 GRANTS – ISSUED IN DECEMBER 2017**

<b>NO.</b>	<b>ORGANISATION</b>	<b>AMOUNT AGREED</b>	<b>TO PAY TOWARDS (SUMMARY)</b>
1	Abertillery Workmen's Welfare Institute ("The Stute")	£1,500	Works to reopen the 'Stute to provide community and social space for all ages, classes, dance, choir, band, café, youth, dementia: pay to fix the roof and fire safety measures
2	Zion Miner's Chapel Dementia Friendly and Living Alone Group	£1,000	Help fund and expand the group and pay for entertainers and speakers
3	Friends of Six Bells Park	£2,204	Provide toilets for park users including disabled access and provide a refreshment kiosk
4	Abertillery Youth Drama and Music Society	£2,000	Purchase copyrights for shows, costumes, scenery and rehearsal space
5	Cwmtillery Luncheon Club	£1,500	Improve kitchen, install suspended ceiling and better lighting
6	Shigaisen Kai (martial arts)	£800	Purchase new matting and training equipment e.g. focus pads and kick shields
7	Abertillery Town Band	£2,000	Replace ageing instruments: euphonium and tenor horn; inspire young people
8	St Mark's Community Centre, Llanhilleth Parish Hall	£1,000	Refurbish parish room. Start new/extend existing activities e.g. for disabled people, dementia, leisure, craft, dance, films, fitness club, mother & toddler group, bingo, luncheon club etc
9	King Street Baptist Church, Abertillery	£1,000	Community space for groups and workshops and sleeping facilities for homeless people
10	Blaenau Gwent Baptist Church	£200	Children's ministries, groups and food bags
11	Abertillery Excelsiors Football Club	£2,000	Purchase of new kitchen and appliances: extend use of club to community
12	Ebbw Fach Choir	£500	Conductor's podium, seating risers for choir, portable keyboard
13	Bishop Street Allotments and Leisure Gardens	£500	Sheds, greenhouses etc
14	Abertillery Lions Club	£1,500	Planting of 100 trees, links with schools, education packs

15	Ebenezer Baptist Church, Abertillery	£1,000	Replace worn flooring, chairs, projector, screen
16	Abertillery Ladies Orpheus Choir	£1,000	Purchase portable electric keyboard, stand and cover
17	Swffryd Community Centre	£1,210	Energy reduction – spend to save – purchase of LED tubes for hall and lounge areas
18	Abertillery Orpheus Male Choir	£1,000	New music, ongoing uniform upgrade, audio equipment
19	Abertillery Royal British Legion	£2,000	Purchase new branch standard (flag) and dedication and laying up services of flags
20	Bournville Ladies Club/Guild	£200	Pay for speakers, demonstrators, craft materials, provide transport to club for elderly people etc
21	Aberbeeg Ebbw Fach Community Events Group	£1,500	Promote and encourage local people to engage and participate in local community events/activities; fund raising for upgrading facilities e.g. park, gardens, seating, dementia friendly facilities
22	Brynithel Activities Group	£1,500	Provide community activities especially at Easter and Christmas, litter picks, revitalise park for children etc
23	Abertillery Ladies Bowls Club	£250	Bus fares, bowls shoes, uniform; social wellbeing for young and old
24	Llanhilleth and District Bowls Club	£250	Upgrade/decorate clubhouse, encourage disabled people and female participants
25	Llanhilleth JFR (children's football)	£800	New team - balls, goals, kit, training equipment and facilities
26	Royal Welsh Regimental Association (Comrades)	£1,800	Replace branch standard (flag)
27	Brynithel Community Centre	£1,500	Purchase new tables and chairs for community centre users
28	Friends of St Illtyd	£765	Repair, replace and add to external floodlighting at the church
29	The Kickplate Gallery	£1,500	Installation equipment, CCTV, storage and IT, dehumidifier, marketing, volunteer expenses, artists' programme, chairs etc
30	New Life Community	£1021	Logo design and two ipads
	<b>TOTAL</b>	<b>£35,000</b>	

## 2018 GRANTS – ISSUED IN APRIL 2019

NO.	ORGANISATION	AMOUNT AGREED	TO PAY TOWARDS (SUMMARY)
1	Abertillery Excelsiors AFC	£35,000	The “Cwmtillery project”, made up of the components listed below.
Funding was sub-divided by Abertillery Excelsiors as follows:			
	CLEAN (Cwmtillery Lakes Environmental Action Network)	£22,500	Specific projects including renewing paths around Cwmtillery Lake, dredging of the lake, fishing pegs, fish stock, footfall counter and memorial garden design
	Abertillery Excelsiors	£10,000	Specific projects including community engagement open days, Pavilion refurbishment, community café and community wifi provision.
	Coetir Tyleri	£2,500	Specific projects including Millennium Wood survey, native hedge planting, planting materials and tools.

## 2019 GRANTS – ISSUED IN JANUARY 2020

NO.	ORGANISATION	AMOUNT AGREED	TO PAY TOWARDS (SUMMARY)
1	Friends of Six Bells Park	£5,000	Improve access and promote more inclusive access to the Pavilion refreshment and kiosk (specifically, renewing paths)
2	Roseheyworth and Bournville Community Woodlands Association	£5,000	Improve access, enrich the diversity and environment on the woodlands site, bring together communities, create educational resources for schools, groups and residents (specifically, tools, fencing, mower, cutting equipment, PPE etc)
3	Llanhilleth Miner's Institute Luncheon Club	£5,000	Costs of luncheon club, bringing socially isolated elderly people together to combat loneliness, promote health and well-being and build confidence and social skills, while providing meals, entertainment and intergenerational experience for volunteers (specifically, food, entertainment and equipment)
4	Tyleryan Belles Sports Association	£5,000	Upgrading the sports association buildings and facilities to accommodate all age groups and clubs (specifically, upgrading kitchen facilities)
5	Abertillery Youth Drama and Musical Society (AYDMS)	£5,000	Putting preparations in place for an annual music festival (specifically, steel decking, stage backdrops and digital laser projector)
6	Abertillery Bowls Club Ltd	£5,000	Creating a safe, sustainable and vibrant facility for all communities to use (specifically, installing secure perimeter fencing)
7	Swffryd Community Centre	£5,000	Maximising the centre's use of natural resources and reducing costs to maintain the viability of the centre and reduce its carbon footprint (specifically, installing solar panels)



Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**FW: Six bells Bows Solar Farm Grant Application**

1 message

5 (a)

**Derek Flay**

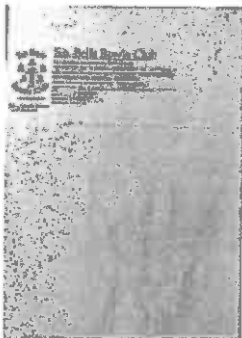
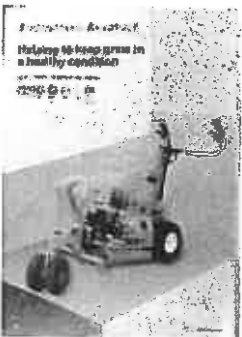
To: "clerk.alcc@gmail.com" &lt;clerk.alcc@gmail.com&gt;

5 October 2020 at 13:28

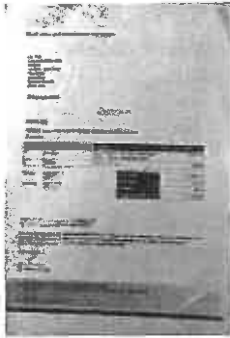
Richard, I am sending you this directly in case you do not receive a copy from Mike Hart. Please confirm receipt.

Best regards Derek Flay

Sent from Mail for Windows 10

**From:** Anna Crozier**Sent:** 04 October 2020 16:16**Subject:** Six bells Bows Solar Farm Grant Application**5 attachments****IMG\_20201004\_153834 (1).jpg**  
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**Sixbells Bowl Club Solar Farm Grant Application Form 2020.docx**  
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# **Abertillery and Llanhilleth Community Council (ALCC)**

## **Solar Farm Grant 2020 – Application Form**

(see criteria and process attached before applying)

**Name and Address of your group or organisation:**

Six Bells Bowls Club Ltd  
The Pavilion, Six Bells Park,  
Llwynon Road,  
Six Bells,  
Abertillery,  
Gwent  
NP13 2QA

**Website address:**

**Social media page:** Six Bells Bowls Club (Facebook Page)

**Contact name:** Michael Hart

**Role in group:** Secretary

**Telephone number:**

**Email:**

**What is the name of your project?** Automated Grass Aerator Machine

**What are the aims of the project?**

To help to sustain/improve the bowling green for present and future generations by deeper penetration of the surface, thus making it more manageable and sustainable for the volunteers who are wholly responsible for the upkeep of the green.

**How will your project benefit the Abertillery and Llanhilleth area or its residents?**

The bowls green/pavilion plays a major part in the community. It allows people of all ages to meet and socialise as well as remain fit and active. It is vital that we continue to thrive so that the wider community can participate in the game of bowls both now and in the future.

**Approximate number of beneficiaries:** 30 members and the wider community

**What will be delivered as a result of the Solar Farm Grant?**

It will reduce the need for continual tedious work and help to provide a better playing surface. Relieving this effort and stress will give volunteers more time to focus on other objectives

**What exactly will the Solar Farm Grant funds be spent on?**

(NB relevant quotes and estimates should be included with your application)

It will be spent on a pedestrian motor-powered aerator machine

**Project costs:**

A. Project costs met by your group	Amount (inc. VAT)
	£1000
	£
	£
Sub Total	£1000
B. Funding being provided by other organisations	Amount (inc.VAT)
We have requested grants	£
	£
Sub Total	£-
C. Funding requested from ALCC Solar Farm Grant	Amount (inc.VAT)
	£
	£
	£ 7496
Sub Total	£7496
D. Total project costs (A + B + C)	TOTAL £8496

**How will your project improve the local environment?**

By maintain/improving the bowling green and surroundings areas we will continue to make it attractive and playable for present and future generations.

**How does your project contribute to sustainability?**

All our facilities are maintained by volunteers. Aeration is presently done by hand-forking which is very tedious, time-consuming and undoubtedly not so effective as an automated machine. Volunteers would be able to complete aeration on a more regular basis and the grass would be kept in a healthier condition.

**How does your project link with local schools?**

Last year we held an open day and this year we planned to have to another open day to allow all schools in the area to participate in playing bowls. Due to the Covid outbreak this did not materialise. However, it will remain our intention to do so in 2021 and beyond.

**How does your project promote volunteering?**

By acquiring more user-friendly equipment, past experience has taught us that it makes it more attractive and accessible to volunteers.

**How does your project promote links between communities?**

We play bowls in the West Monmouthshire and Greater Monmouthshire Leagues and we also participate in a Wales Knockout competition. Our aim is to increase our membership further so that we can form additional junior and senior leagues.

**How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:**

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?

In a deprived area such as ours, it is vital that we continue to improve the recreational facilities such as bowling greens in order to maintain and, in some cases, generate the well-being of our people both mentally and physically. By having this facility, we are also aware of our need to encourage participation of all ages in order to breakdown the barriers between youngsters and seniors. We are also aware

that disability affects all ages. This is why we have already installed new, up-to-date toilets and ramps for wheelchair access. We have also installed a new ladies' toilet. Like most other sporting organisations, in 2019, we had to commit to taking responsibility for the upkeep of the pavilion, the outer buildings and the bowling green itself. Unfortunately, and unlike most other clubs, our pavilion was in a very poor state, being a former prefabricated nursery school. The council informed us that they had insufficient funds to rectify all that was needed. Despite this, we decided to accept the challenges facing us by undertaking the majority of the work ourselves. Between November and March, we removed 24 rotten windows, bricked up and rendered the remaining gaps, removed and capped a chimney, installed disabled and ladies' toilets, removed the old lighting system and installed low energy led lighting and sensors, repaired internal walls and finally redecorated all interior and exterior walls.

After completion of this project, we were able to offer the wider community full use of our facilities for functions such as birthday parties, family reunions and evening relaxations. Obviously, this has been affected by the Covid crisis. We have, however, created internal and external facilities for the local Pigeon Fanciers club and given free use of all outbuildings to the 'Friends of Six Bells' club.

With regards to the bowling green itself, we have also undertaken its upkeep including the mowing, aerating and fertilising as well as the recementing of 200 large flagstones. In September last year, the 'old' mower was replaced with a new one which cost £9,500. We received a partial grant of £4000 from the Sports Council of Wales towards this.

It must also be said that to aid us in achieving our goals, we enlisted the support of G.A.V.O in order to formulate a 3 year business plan (2019-2021) which includes more detailed information about our objectives. We are, as well, in continual dialogue with our borough council, seeking support where required.

Finally, we will be celebrating our centenary in 2024 where invites will be given to the Welsh Bowls president, the Monmouthshire president and the West Monmouthshire president, asking them to send representative teams to play Six Bells Bowls Club.

Hopefully, we have demonstrated that we can justify our application for a grant.

Furthermore, we welcome any/all of the community councillors to inspect/discuss the improvements we have made.

**If funding is granted, what will successful delivery of the project look like?**

See photocopies of equipment

**Will you supply progress / completion reports / evidence / photos?**

Yes, a non-obligatory demonstration of equipment is already planned and copies of order, invoices and proof of payment and photos of said equipment will be supplied when delivered.

**Is your organisation a:**      **Charity/community group/sports club/company/not for profit business/other** (explain and provide evidence)

We are a Sports Club Ltd. Copy of our letter heading is enclosed

The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and
- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. ***NB the five-year period started with the first solar farm grants awarded by the Council in 2017.***

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider:

N/A

**Payee name:**                  Six Bells Bowls Club Ltd

**Signed:**                        M.J. Hart

**Print Name:**                 Michael John Hart

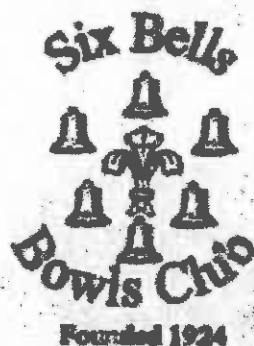
**Date:**                          01/10/2020

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**





## Six Bells Bowls Club

Hon President: Alan Jones Esq., 01495/214168

Hon Chairman: Alan. R. Jones Esq., 01495/291967, Mobile;07792532692

Hon Secretary: Michael Hart Esq., 01495/651027, Mobile;07709017753

Hon Treasurer: Gethin Hucker Esq., 01495/217464

Fixture Secretary: Michael Hart Esq., Tel 01495/214738

Team Captain: Alan. R. Jones Esq., 01495/291967, Mobile;07792532692

Affiliated Welsh Bowling Association

Monmouthshire Bowling Association

West Monmouthshire Bowling Association

Club Inaugurated: 1924

Home of Guardian Memorial  
'Six Bells Bowls Club'





Tractor Mounted Aerators

# Javelin and Javelin Aer-Aid 1500

## Aeration with a difference



Football/Hockey/Rugby



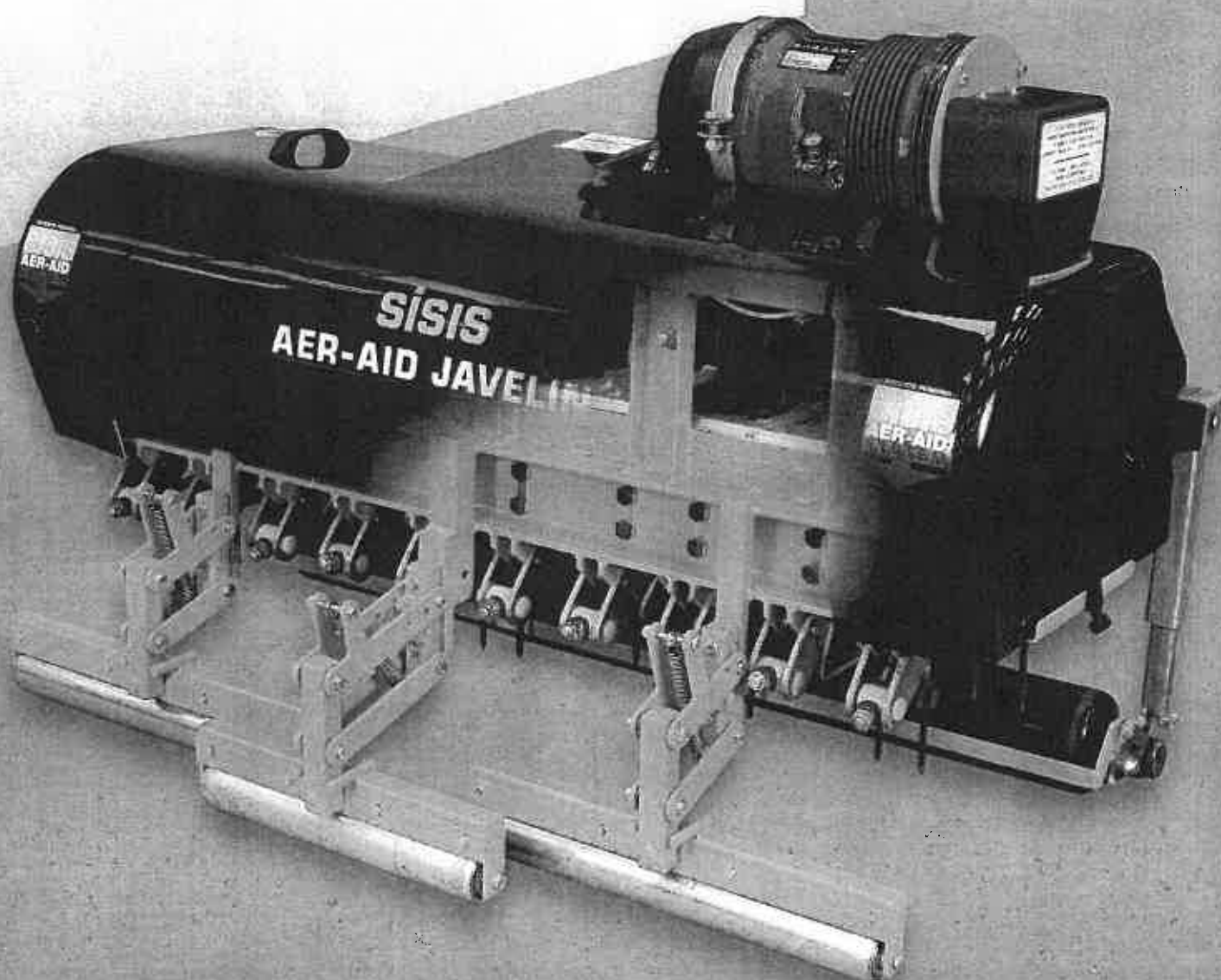
Cricket



Golf



Local  
Authority &  
Contractors



33

Image shows Javelin Aer-Aid complete with rear roller

Operator friendly and easy to manoeuvre range of vertical and drum type aerators. These machines are ideal for relieving soil compaction, allowing water and oxygen to the root zone, improving drainage and helping the turf become drought resistant. The interchangeable tines allow for a variety of aeration methods to be

carried out on a regular basis with minimal surface disturbance. Ideal during and out of season.

#### Unique features:

- Vertical penetration and with drawl with minimal surface disturbance
- 'Easy lift system' for effortless turning and transport
- Selection of interchangeable tines



Dart

<b>MODEL:</b>	<b>DART</b> ✓
Code	<b>FS1231</b>
Action	Vertical
Working width	400mm (16")
Working depth	100mm (4")
Engine	Honda GX160

Power unit excludes tines

FULL SPECIFICATION AVAILABLE ON [www.sisis.com](http://www.sisis.com)



Supaturfman

<b>MODEL:</b>	<b>SUPATURFMAN</b>
Code	<b>FS0637</b>
Action	Drum
Working width	400mm (16")
Working depth	100mm (4")
Engine	Honda GX160

Power unit excludes tines

FULL SPECIFICATION AVAILABLE ON [www.sisis.com](http://www.sisis.com)

#### DART TINES

Tines\* (set of 8 tines)

100mm solid tine	<b>SETX8-D6728</b> ✓
100mm pencil tine	<b>SETX8-F34257</b>
100mm hollow coring tine	<b>SETX8-D2107</b>
100mm chisel tine	<b>SETX8-D2109</b>
100 x 10mm hollow tine	<b>SETX8-F36447</b>
Optional Swath Board	<b>FS1117</b>

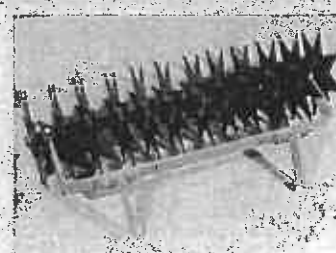
#### SUPATURFMAN TINES

Q/R tines\* (set of 32 tines)

100mm solid tine	<b>SETX32-F34682</b>
100mm pencil tine	<b>SETX32-F35079</b>
100mm hollow coring tine	<b>SETX32-F34984</b>
100mm chisel tine	<b>SETX32-F35078</b>
114 x 10mm Jumbo coring tine	<b>SETX32-F35077</b>

\*See page 42 for tine selection

#### Optional extras



0.9m spiker slit attachment

**FS0312**



World-class turf maintenance equipment

Mr Flay  
Six Bells Bowls Club

## Quotation

Dear Mr Flay,

Further to your recent enquiry, we have pleasure in quoting as follows.

To supply:-

Quantity	Code	Product	Price exc VAT
1	FS1231	Dart - 400mm (16") wide vertical action aerator. Honda Engine (less tines)	£7,015.00
1	D6728	100mm solid tine	£65.00

Terms: Payment in Advance

Delivery: Deliver UK Mainland

Sub-Total	£7,080.00
Discount	£0.00
Freight	£0.00
Total exc VAT	£7,080.00

Prices are only valid up until 31 October 2020.  
Includes installation and two year warranty

We trust the above is of interest and look forward to hearing from you. Should you have any questions on the above or the products, please do not hesitate to contact the manager for your area Jason Briggs on [jason.briggs@sisis.com](mailto:jason.briggs@sisis.com) or 07973 462929 or myself at the office.

Yours sincerely

Alison Pickering  
Marketing Assistant

35





Clerk Clerk <clerk.alcc@gmail.com>

## Solar Farm Grant

1 message

5(b)

To: Clerk ALCC <clerk.alcc@gmail.com>

6 October 2020 at 19:18

Please find attached Application form for above Grant from

Brynithel Community Centre

Kind Regards

Jill Robinson  
Secretary



**Solar Farm Grant Application Form 2020 (1).docx**  
128K

37



## Abertillery and Llanhilleth Community Council (ALCC)

### Solar Farm Grant 2020 – Application Form

(see criteria and process attached before applying)

Name and Address of your group or organisation:

Brynithel Welfare & Community Centre  
Brynithel Abertillery  
Gwent  
Np13 2hd

Website address: .....

Social media page: .....  
Jill Robinson

Contact name: .....  
Secretary

Role in group: .....

Telephone number: .....

Email: .....

What is the name of your project? ...Sustaining a Community Centre in  
Brynithel.....  
.....

What are the aims of the project? ...Providing a safe Community  
Centre.....  
.....  
.....

How will your project benefit the Abertillery and Llanhilleth area or its residents?  
... The Centre ... The Community Centre can continue to facilitate the groups and  
clubs using the  
Centre.....  
.....  
.....

Approximate number of beneficiaries ... 150, residents of Brynithel & surrounding local areas.....

What will be delivered as a result of the Solar Farm Grant? ... A safe and usable building.....

What exactly will the Solar Farm Grant funds be spent on?  
NB relevant quotes and estimates should be included with your application

.....  
**...Asbestos removal**  
**Car park resurfacing**  
**Electrical room security & fire proofing**  
 .....

Project costs:

A. Project costs met by your group	Amount (inc. VAT)
A Asbestos removal	£2,500
B Car park resurfacing	£2,000
C Security & Fire proofing Electrical room	£500
Sub Total	£5,000
B. Funding being provided by other organisations	Amount (inc. VAT)
	£
	£
Sub Total	£
C. Funding requested from ALCC Solar Farm Grant	Amount (inc. VAT)
A Asbestos	£3,000
B Car Park	£3,000
C Security & Fire proofing Electrical Room	£1,000
Sub Total	£7,000
D. Total project costs (A + B + C) TOTAL	£12,000

Continue on a separate sheet if necessary



How will your project improve the local environment? ...By continuing to provide a a safe community asset to the Brynithel community & surrounding area.....

How does your project contribute to sustainability? ...By continuing to provide and make a community asset available to all residents.....

How does your project link with local schools? **By continuing to provide the community centre facility to our children and related youth groups**.....

How does your project promote volunteering? ...The many organisations using the Community Centre are all run by Volunteers, the management of the centre is all undertaken by Volunteers, Fiscal, cleaning and day to day running.....

How does your project promote links between communities?...  
we have the following groups using the facilities, Pensioners Group, Play Groups, Youth Clubs, Coffee Morning, Saturday Morning Café, Church Activities, Bowls Club, Food Bank, Election Polling Station.....

How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?
-

... We cater for all the above and understand the Government Well Being Act, we comply with all waste and recycling requirements, we have energy efficient systems. We are a vibrant and active Community with all age groups and interest groups using the Community Centre, thereby culturally vibrant, responsible Community. We feel we satisfy all the well being goals & by sustaining the building and it's facilities it will be in good shape for future generations.

.....  
.....  
.....  
(continue on a separate sheet if needed)

If funding is granted, what will successful delivery of the project look like?

...A modern and safe facility available to Brynithel residents and those from the surrounding areas.....  
.....  
.....

Will you supply progress / completion reports / evidence / photos?

.....  
... Yes.....  
.....

Is your organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)  
...Brynithel Community & Welfare Centre is a registered Charity. We provide and manage the building voluntarily for community use.  
.....  
.....

The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and
- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. ***NB the five-year period started with the first solar farm grants awarded by the Council in 2017.***

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider: 2 years ago we were required to have our 5 year Electrical Inspection, to this end we were required to upgrade at a cost of £13,000, this led to us requiring the

following surveys, A, Structural, B, Health & Safety, C, Fire Safety, D, Asbestos, these surveys highlighted several issues  
Health & Safety, The car park to the side of the building is in a poor state, Tarmac erosion causing pot holes and uneven surfaces which is a public danger to organisation using the car park.

The Electrical Room requires Fire Proofing and a security lock.

Asbestos removal is required to an area of the Community Centre

We feel we have an unprecedented requirement having undergone £17,000 of work to upgrade and comply with electrical regulations which has highlighted other issues mentioned previously.  
The kind of expenditure shown under project costs of £12,000 we cannot cope with and are therefore requesting you consider our position when reviewing our Solar Farm Grant application as an exceptional  
circumstance.....  
.....

Payee name: Brynithel Welfare & Community  
Centre.....

Signed: J Robinson  
.....

Print Name: Jill Robinson  
.....

Date: .....6<sup>th</sup> October 2020.....

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**Quote**

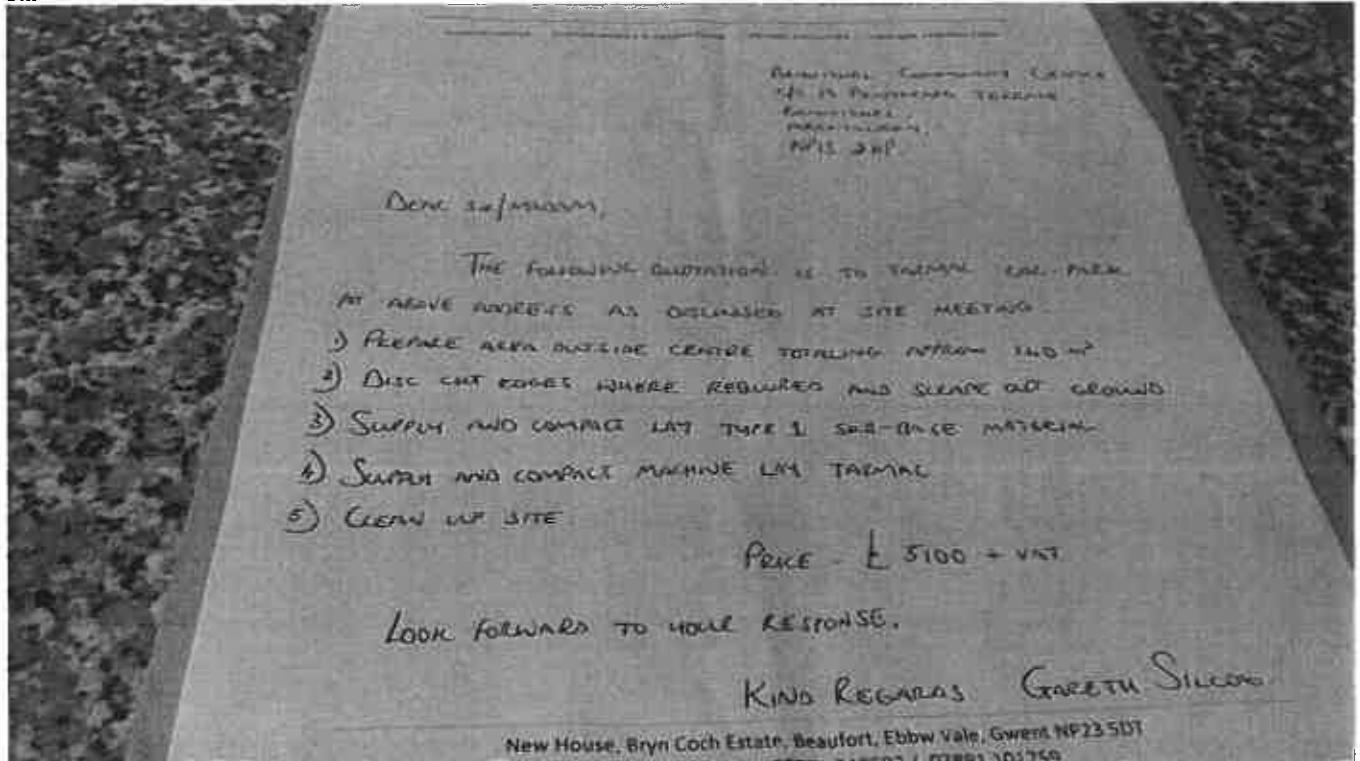
1 message

7 October 2020 at 14:10

To: Clerk ALCC &lt;clerk.alcc@gmail.com&gt;

Hi Richard, have found quote for car park, still waiting to hear from Gareth re Asbestos quote. Hope this comes through ok.

Jill



Sent from Sky Yahoo Mail on Android

45





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

---

**Fw: Brynithel community centre asbestos removal to cellar storeroom**

1 message

7 October 2020 at 16:10

To: Clerk ALCC &lt;clerk.alcc@gmail.com&gt;, '

Quote for asbestos removal Brynithel com centre reference solar grant

Sent from Outlook

---

**From:****Sent:** 24 September 2020 17:32**To:** ;**Subject:** Fw: Brynithel community centre asbestos removal to cellar storeroom

Hi both attached quote. £3875. Plus 20% vat Equals £4650 Do you agree we proceed. I am in favour ASAP.

Sent from Outlook

---

**From:** Barry Lewis <BarryLewis@ShieldServicesGroup.com>**Sent:** 24 September 2020 16:59**To:****Subject:** RE: Brynithel community centre asbestos removal to cellar storeroom

Hi Gary

Please see attached our quotation to carryout the asbestos works at Brynithel community centre asbestos removal to cellar storeroom

If you have any queries or require any further information please don't hesitate to advise

Can you please let me know if you have received this quotation

With thanks and regards,

**Barry Lewis**  
Branch Manager

Shield, 11 Martin Road, Tremorfa Industrial Estate, Tremorfa, Cardiff, CF24 5SD

02920 448 040 | 07788318016

[www.shieldservicesgroup.com](http://www.shieldservicesgroup.com)



47

Worked with us? We'd love to hear your feedback, please tell us what you think.



## Shield Environmental Services Ltd.

Company Registered Number 01889657 | VAT Number 880 2238 31

Shield House, Caxton Business Park, Crown Way, Warmley, Bristol BS30 8XJ

### PLEASE CONSIDER THE ENVIRONMENT. PRINT ONLY WHERE NECESSARY. DISPOSE OF WASTE RESPONSIBLY.

This e-mail is confidential and is intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient and you have received this e-mail in error then any use, dissemination, forwarding, printing or copying of this e-mail is strictly prohibited and you should contact the sender by e-mail return and then delete all the material from your system. Any views or opinions presented are solely those of the author and do not necessarily represent those of Shield Environmental Services Ltd. We have taken precautions to minimise the risk of transmitting software viruses, but we advise that you carry out your own checks on any attachments to this message. We cannot accept liability for any loss or damage caused by software viruses.

---

**From:**

**Sent:** 24 September 2020 10:48

**To:** Barry Lewis

**Subject:** Brynithel community centre asbestos removal to cellar storeroom

Hi Barry with reference to this morning visit and inspection I can confirm. Brynithel community centre will be paying for the work from its funds

My contact mobile is

Please send quote for the work etc to myself and 2 addresses cc in on this e mail

Our secretary and treasurer

Regards Gareth

Sent from Outlook



**Quotation.pdf**  
759K

48



Ref: WAL A2020 – 12246

Brynithel Community Centre  
Mount Pleasant Estate  
Brynithel  
NP13 2HG

For the Attention of: Gary Spracklen

24<sup>th</sup> September 2020

Dear Gary

**RE Asbestos Removal Quote: Brynithel Community Centre Mount Pleasant Estate  
Brynithel NP13 2HG**

Further to our site visit, please find detailed below our considered quotation as detailed in Asbestos Survey Report (Project Number: Q-51618) for undertaking the above works in accordance with the Health and Safety at Work Act 1974 and the Control of Asbestos Regulations 2012.

**Scope of Works**

- To attend site to remove and dispose of up to 15m<sup>2</sup> of asbestos insulating board to the ceiling area, within the Main, Basement, Store, area of the building.
- To remove and dispose of all debris to the floor area of the store room
- To carry out a full environmental clean to the enclosed work area on completion of the removal works
- To supply a UKAS accredited company to carry out a 4 stage clearance
- Welfare facilities can be used on site these will be cleaned after use and left in the same condition they were found
- All works will be carried out under fully controlled conditions within the confines of a asbestos enclosure under negative pressure

**All electrical items located to the ceiling will need to be isolated by others prior to SES attendance.**



**Our asbestos removal quotation will include for fully supervised labour together with all safety and ancillary equipment required for the removal and disposal of the asbestos containing materials that have been positively identified in the above mentioned scope.**

## **AIDE MEMOIRE (ASBESTOS)**

**When not appointed as Principal Contractor**

- We have not allowed within our cost for the provision to act as Principal Contractor for these works.
- If successful with the tender we assume you will be providing the contact details of the Principal Designer and Principal Contractor for the project.
- If successful with the contract we assume you will provide us with all relevant pre construction information to enable us to compile a detailed plan of works.
- Please can you confirm who the Client will be for the works?
- As there is no requirement for a Principal Contractor to be appointed on this contract, SES will ensure the following provisions are covered within the costs;
  1. SES will compile a plan of works which detail all the requirement's outlined for a construction phase plan as specified with in the construction (design and management) regulations 2015.
  2. SES will ensure all operatives are supervised at all times and have the necessary skills, knowledge, training and experience to undertake these works.
  3. A thorough assessment will be undertaken identifying all potential risks associated with the works.
  4. All operatives attending the site will be properly inducted and briefed on the plan of works and risk assessments.

1) Prior to the commencement of works on site we are legally required to give the respective enforcement authority (EHO or HSE) a minimum of fourteen days written notice.

~~2) Fourteen days notification is not required by the respective enforcement Authority (EHO or HSE) prior to the removal of these asbestos containing materials.~~

~~3) Prior to commencement of work we are legally required to submit a>NNLW (Notifiable Non-Licence of Works) to the HSE.~~

4) We anticipate that the project will take approximately 3 days to complete.

5) We have made the presumption that electricity and water will be available on site free to use or supplied by others. If this is not possible, please advise us so that we can amend our quotation.

*Pages 3-8 removed - not relevant*

50

**Price**

Price £3.875.00 + VAT

Description	Nr	Item	Rate (£)	Total (£)
To carry out the works as detailed above scope		1	£3.875.00	£3.875.00
<b>TOTAL</b>				<b>£3.875.00</b>

Please note our price is strictly net of any VAT, Main Contractors Discount (MCD) or any other reductions or adjustments unless specifically stated.

Prices are valid for six months from date of tender and subject to VAT at the Standard Rate and our Business Conditions of Tender. Please refer to the below terms and conditions for contractual details.

Trusting our quotation is to your satisfaction we request that, following a review of our Terms and Conditions, you sign the acknowledgment below and return the document to Shield. You are deemed to accept the Terms and Conditions stated below unless Shield Environmental Services agree otherwise.

We thank you for the opportunity to provide a quotation for the work and request that if you have any queries you contact us where we will be happy to assist.

Yours sincerely

SHIELD ENVIRONMENTAL SERVICES LTD



**Barry Lewis**

Branch Manager

Direct Line: 02920 448 040

Mobile: 07788 318 016

E-Mail: [barrylewis@shieldenvironmental.co.uk](mailto:barrylewis@shieldenvironmental.co.uk)

51

# SHIELD ENVIRONMENTAL SERVICES LIMITED

## TERMS AND CONDITIONS OF BUSINESS

### 1. Interpretation

In these Terms and Conditions ("the Conditions"):

"Client"	means the person, firm or organisation for whom Shield has agreed to provide the Services in accordance with these Conditions;
"Commencement Date"	means the date on which the supply of the Services will commence as specified in the Schedule;
"Consumer"	means consumer as defined under the Unfair Contract Terms Act 1977 and the Sale of Goods Act 1979;
"Contract"	means the contract for the provision of the Services made between Shield and the Client;
"Fees"	means the fees payable by the Client for the Services as set out in the Quotation or as otherwise agreed between the parties from time to time in writing;
"Insulation Services"	means the insulation services provided by Shield as part of the Services;
"Intellectual Property Rights"	means any patents, design rights, trademarks, service marks (in each case whether registered or not), applications or rights to apply for any of the foregoing, database rights, know-how, trade or business names, rights in confidential information, goodwill and other similar rights existing in any part of the world;
"Quotation"	means the written quotation for the Services submitted by Shield to the Client;
"Removal Services"	means the asbestos removal services provided by Shield as part of the Services;
"Services"	means the insulation, asbestos removal, demolition, scaffolding, marine services, training and any subcontracted services provided by Shield to the Client as set out in the Schedule;
"Shield"	means Shield Environmental Services Limited a company registered in England and Wales under company number 01889657 whose registered office is at Shield House, Caxton Business Park, Crown Way, Warmley, Bristol BS30 8XJ;
"Shield Material"	means but shall not be limited to any written documents reports, plans, designs, drawings, pictures, photographs or other images or any other record or any information in any form provided by Shield;
"Site"	means the location at which the Services are to be carried out as specified in the Schedule;
"Term"	means the term of the Contract pursuant to clause 3.

- 1.1 On receipt of an initial enquiry by the Client, Shield shall send the Quotation and these Conditions to the Client.
- 1.2 The supply of the Services by Shield to the Client shall be non-exclusive and subject to these Conditions. Whether or not the

Client sign the Conditions unless otherwise notified in writing to Shield, the Client shall be deemed to have accepted and agreed that the supply of the Services by Shield shall be in accordance with these Conditions.

- 1.3 Subject to any variation under clause 1.5 the Contract will be formed on these Conditions to the exclusion of all other terms and

conditions (including any terms and conditions which the Client purports to apply under any other document endorsed upon, delivered with or contained within the Quotation or simply as a result of such document being referred to in the Quotation).

- 1.4 No variation of these Conditions shall apply unless confirmed in writing by or on behalf of a director of Shield. Shield reserves the right to amend and update these Conditions at any time without notice.
- 1.5 These Conditions together with the Quotation and the Schedule constitute the whole agreement between the parties and supersede any prior promises, representations, undertakings or implications whether written or oral.

### 2. Supply of the Services

- 2.1 The Services shall be provided in accordance with these Conditions unless otherwise amended from time to time in accordance with clause 2.2.
- 2.2 Shield may at any time without notifying the Client make any changes to the Services which are necessary to comply with any statutory requirements, or which do not materially affect the nature or quality of the Services.
- 2.3 Shield undertakes to use its reasonable endeavours to complete each stage of the Services by the dates agreed in writing with the Client but time shall not be of the essence in relation to such obligations. If Shield is prevented or delayed from performing any of its obligations under these Conditions by reason of any act or omission of the Client (other than under clause 11) then notwithstanding anything else in these Conditions the Client shall pay to Shield all reasonable costs, charges and losses sustained or incurred by Shield which are attributable to such act or omission.

*Pages 11-14 removed - not relevant*

52



Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**Re: Application form for Solar Farms grant**

1 message

5(c)

**KEVIN HARRIS** <clerk.alcc@gmail.com>  
To: Clerk ALCC <clerk.alcc@gmail.com>

8 October 2020 at 16:25

Hi Richard,

I hope you remain well?

Many thanks for getting back to me with the MS Word version. Makes life a whole lot easier than pen and paper!

Please find an application for the Solar Farm Grant from Abertillery Male Voice Choir attached. I have also attached a copy of an eminent supporter's voluntary offer for contributing to the book and a copy of our project plan.

In the first instance, I would be extremely grateful if you could acknowledge safe receipt of this application by way of return email.

Best wishes and I look forward to hearing from you.

Kevin

On 29 September 2020 at 11:12 Clerk ALCC &lt;clerk.alcc@gmail.com&gt; wrote:

No problem Kevin, I thought the word version was on there but it must have been a pdf. The word version is on the website now.

Regards

Richard Gwinell  
Town Clerk  
Mobile 07395 949582  
Abertillery and Llanhilleth Community Council  
Council Offices, Mitre Street, Abertillery. NP13 1AE.

#ANTIBULLYINGWEEK

On Mon, 28 Sep 2020 at 15:58, ,

Many thanks Richard

Much appreciated.

Best wishes

53

Kevin

Get Outlook for Android

On Mon, Sep 28, 2020 at 3:49 PM +0100, "Clerk ALCC" <clerk.alcc@gmail.com> wrote:

Hi Kevin

Here's the application form in Word.

Regards

Richard Gwinnell  
Town Clerk  
Mobile 07395 949582  
Abertillery and Llanhilleth Community Council  
Council Offices, Mitre Street, Abertillery. NP13 1AE.



On Mon, 28 Sep 2020 at 15:42, KEVIN HARRIS <  
 wrote:

Good afternoon,

My name is Kevin Harris and I'm a member of Abertillery  
Orpheus Male Choir.

I have been asked to submit an application towards a project  
we have ongoing and I've downloaded the relevant  
documents to apply.

The problem I seem to have however is that the application  
form is PDF format which means it's not editable.

Would you happen to have the MS Word or Text Editor  
version available please for me to start the application?

I look forward to hearing from you

Best wishes

Kevin

**3 attachments**

 **Solar Farm Grant Application - Abertillery MVC.pdf**  
217K

 **Offer of support John Elliott.pdf**  
380K

S4

# **Abertillery and Llanhilleth Community Council (ALCC)**

## **Solar Farm Grant 2020 – Application Form**

(see criteria and process attached before applying)

Name and Address of your group or organisation:



**Abertillery Orpheus Male Choir (AOMC)**

Website address: <https://www.abertilleryorpheus.co.uk>

Social media page:

<https://www.facebook.com/groups/108841365872856/?ref=share>

Contact name: Kevin Harris

Role in group: Project Manager, 1<sup>st</sup> Tenor and Committee Member

Telephone number:

Email:

What is the name of your project? 'Let All Men Sing' – the creation and publication of a history book about Abertillery Male Voice including the part it plays in the local community and links with other societies.

What are the aims of the project?

- Write and produce a book that charts the history of AOMC from the choir's inaugural year of 1908 to present day
- Highlights the impact the choir continues to have in the local community
- To remind local communities to the positive effects on wellbeing in being part of a voluntary organisation
- To act as an historical record of the choir so that future generations can reflect and learn about their ancestors and events of the past

**How will your project benefit the Abertillery and Llanhilleth area or its residents?**  
AOMC is one of the longest running institutions in both the local Borough of Abertillery and Llanhilleth, and Blaenau Gwent. The intrinsic fabric of AOMC is woven from past and present residents of Abertillery and surrounding communities, harvested from local industrial and social landscapes which have shaped AOMC into what it is today. It is therefore extremely important that the history of the choir and its members are not lost to future generations with the book itself becoming a lasting legacy of the contribution made by many hundreds of local men, women, and children who have passed through the ranks of the choir. The tangible benefits lie in ensuring the future generations of the community are well informed of their heritage and it is also recognition for our cultural history, itself a product of the Towns development.

**Approximate number of beneficiaries**

This is estimated (and hoped!) to reach many thousands of readers locally, nationally, and internationally through the mediums of a published book and electronic download (eBook).

**What will be delivered as a result of the Solar Farm Grant?**

Choir members are actively giving up their time at no charge to the project to conduct research activities and providing artefacts for the book. Drafting the book will also be done by choir members. However, publishing the book is beyond the full financial means of the choir and therefore, the actual outcome or result of the grant award will be to realise a fully published book and e-book.

**What exactly will the Solar Farm Grant funds be spent on?**

Choir members have taken it upon themselves to conduct all the research and authoring of the book. Most of this effort is being conducted at either zero cost or using small donations made by members and supporters of the choir. Launching the book however is currently beyond the full financial means of the choir and based on the book being between 75,000 to 90,000 words with images and endnotes, the Solar grant will be used for the following:

- Proofreading and copy-editing services prior to publications
- Upfront author investment which will include access to on demand black and white book, a designed cover, ISBN registration, distribution costs and a correctly formatted ebook edition for download
- Minimal print run of books



**Project costs:**

<b>A. Project costs met by your group</b>	<b>Amount (inc. VAT)</b>
Members travel costs in researching material for book*	£ 0
Members Research time*	£ 0
Project Management	£ 0
Authoring 1 <sup>st</sup> edition for review	£ 0
Sub Total	£ 0*
<b>B. Funding being provided by other organisations</b>	<b>Amount (inc. VAT)</b>
Marketing covered by member and supporter donations	£ 1000
Sub Total	£ 1000
<b>C. Funding requested from ALCC Solar Farm Grant</b>	<b>Amount (inc. VAT)</b>
Proofreading and copy-editing services	£ 2160
Author investment	£ 4080
Minimal book order (250 books)	£ 1290
Sub Total	£ 7530**
<b>D. Total project costs (A + B + C)</b>	<b>TOTAL £ 8530</b>

\* Costs have been covered personally by members of the choir in the capacity of voluntary services

\*\* Costs are indicative gained through discussions with and advised by 'Literature Wales' and additionally gathered from a self-publishing print specialist.

### **How will your project improve the local environment?**

The production of the AOMC book is seen as part of the local musical community. A rich and successful community when coupled with Abertillery Ladies Choir, Abertillery Brass Band and the Youth Drama Society. The publication will provide a legacy for AOMC and will help continue to promote the town and surrounding area. On a wider basis, we will also be conforming by using the green and ethical printing route which will help promote sustainability and contribute towards environmental improvements.

We take our role very seriously in the choir in terms of the welfare and wellbeing of local people. The Well-Being Act (Wales) 2015 reinforces how the Arts improve the well-being of local people. During these challenging times and best of our abilities, AOMC continue to make a key contribution in its cultural endeavour against a background of reduced funding for the Arts.

The choir are very fortunate to have a direct descendent of one of the choir's founding members on board for this project. Prof. John Elliot, a former vice-president of the 'The Honourable Society of Cymmrodorion\*', and son of AOMC founding member David Elliott, has provided his expertise and knowledge as a historian to help promote the choir's project and raise the profile of Abertillery. To assist, he has had an article accepted for publication in the December 2020 edition of the Society's Journal that gives an overview, from a personal perspective, of the choir from foundation to WWII.

\*The Honourable Society of Cymmrodorion, often called simply the Cymmrodorion, is a London-based Welsh learned society, with membership open to all. It was first established in 1751 as a social, cultural, literary, and philanthropic institution

### **How does your project contribute to sustainability?**

Sustainability exists in several layers in terms of both the choir and the publication of the book. Firstly, the choir has been in service for 112 years proving the choir's ability to have 'existed constantly' since 1908. The three main pillars of sustainability, namely environmental, economic, and social factors play a big part in the current make-up of the choir and the choir's goal to pass the baton to the community's future generation. The choir has adopted several digital tools that contributes to natural resource sustainability. A choir is highly dependent on music scores which in turn means reams of paper. Historically, this has contributed to deforestation. Now however, the choir uses databases and cloud services with tablets and Ipads to download scores for use in practice. The book project will also seek to use eco-certified publishers by adopting green and ethical printing practices to B.S. and FSC standards, common in the book printing industry. We recognise the need to maintain the balance of natural resources and it is the project team's priority

to have the book published through such publishers and for online download.

In terms of social sustainability, the choir maintains a high value on its well-being of members and contribution to the social cohesion agenda by supporting the work of diverse Arts performers across age groups, whether in a Remembrance setting or on behalf of charitable causes. The contribution of AOMC to the well-being of its members and audiences is a proven medical fact. Yet in these dark times, when the existence of choral groups in Wales is under serious threat, all means to promote and sustain choral singing must be embraced.

Socially, the group has no boundaries. It promotes a non-political and non-sectarian stance which embraces equality and diversity. The heart of the choir is its music, past, present and its future. For current members, sustainability is about the choir being around in another 100 years.

**How does your project link with local schools?**

Whether performing locally or further afield, AOMC actively encourage local talent to perform with them in concerts. For generations, young musical performers of all ages have used the platform of the choir to help them develop their skills whether this be singing or playing an instrument. The choir also perform alongside community groups such as Abertillery Youth Drama and Music Society and openly encourage their performances. The book will include the story of AOMC Juvenile Choir will tell the story of youngsters like Hayden Elliott who won first prize for boy soprano at the National Eisteddfod. All these artefacts will go towards encouraging local talent of the future.

Abertillery and Llanhilleth have a wealth of young musical talent in its midst and the publication of AOMC's book will allow schools to read and reference local history, help pupils understand their ancestors heritage and ultimately encourage young people to be bold and to teach them that singing and community spirit is good for your health, wellbeing, social togetherness and pride.

### **How does your project promote volunteering?**

AOMC is a voluntary organisation itself who regularly organise concerts and events to raise money for choir needs such as music and licenses. Notwithstanding this, AOMC spend most of the time partnering with both local and wider voluntary organisations to assist in raising much needed funds and donations for their causes. Organisations who AOMC assist (and have done for many years) include The Royal British Legion, Hospice of the Valleys, Salvation Army, local churches, Christmas concerts, and schools. Since 1908, AOMC estimate that funds running to many thousands of pounds have been raised with the participation and involvement of the choir. The committee and concert secretary are highly proactive in engaging with other societies and regularly promotes opportunities to assist in volunteering. Many choir members also often give up their free time to help other causes not related to the choir which helps with community spirit and wellbeing. These activities include both singing and non-singing events for men and women. The choir is supported by the Eurydice, the ladies behind the choir's fund-raising activities and the backbone of ensuring AOMC members get involved with events locally.

### **How does your project promote links between communities?**

Abertillery and Llanhilleth is rich in community spirit when one considers the societies it promotes. Many members of the choir already cross boundaries into these other communities including other choirs (e.g. Ebbw Fach), the Brass Band, Abertillery Operatic Society and church members. This network of communities provides the project with a wealth of historical facts and artefacts with anecdotes and stories linked to the choir itself. On this basis, the project has already established an oral history dimension for the book. This has involved many older members who are no longer able to participate actively, to share their memories. This 'people facing' connection gives our work greater substance and authenticity. When complete, we hope our book will encourage other local performance groups to write about Abertillery's rich and diverse culture and we as a choir will be happy to provide guidance and input from lessons learned on our project.

### **How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:**

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?

Through the book, the project will deliver messages that will help deliver several aspects of the wellbeing goals highlighted. These messages will include:

- **A healthier Wales** – how joining the choir and singing is a proven factor in improving both mental and physical wellbeing. An opportunity to promote the effect this has had on active members who have joined. Comments such as “I wish I’d done this years ago!” is often heard from new members. Using the opportunity to demonstrate that not all cures come from prescribed drugs but through the simple therapy of being part of something meaningful. Promoting community wellbeing.
- **A Wales of cohesive communities** – providing the opportunity for new members to join by promoting the choir as a society that has no cultural or political attachments and to get local people to engage. We will demonstrate how much of a corner stone the choir is to the local community through proven lines of heritage, history, success and a message that ‘together is indeed stronger’.
- **A vibrant culture** – we will promote the ongoing use of our heritage and language throughout the book. The choir represent Wales as a nation home and away and our music is balanced between the Welsh and English languages. We will clearly outline the impact this has on the local community and audiences we perform to in the wider geography. We will show how we embrace all what being ‘Welsh is’ throughout the book.

If funding is granted, what will successful delivery of the project look like?

The choir have taken the publication of this book seriously. A project team has been put in place with project plans, meetings, actions, key decisions, and minutes. The choir have embraced the publication of this book and success of the project is to see the book made available for the local community and wider audiences to indulge and enjoy.

Will you supply progress / completion reports / evidence / photos?

Yes. The project was set up in 2018 and already has a large database of artefacts, interviews, and research material to commence writing a book. The book is being produced with research and interviews ongoing. The choir have a cloud-based repository of information which can be shared if required or from which evidence can be produced when needed.

Is your organisation a: **Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)**

The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and
- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. ***NB the five-year period started with the first solar farm grants awarded by the Council in 2017.***

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider:

The choir received a grant of £1000 in 2017 to assist with uniform costs as sole representatives for Wales at the 'Festival Interceltique de Lorient' in France. A prestigious event for which only one choir per year from Wales represents the nation.

Payee name: Abertillery Orpheus Male Choir

Signed:



Print Name: Kevin Harris

Date: 8<sup>th</sup> October 2020

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**

## Fwd: History Project - family connection.

To:  
C:

----- Forwarded me:

From: Lyndon Smith <

Date: Thu, May 28, 2020 at 7:16 PM

Subject: Re: History Project - family connection.

To: [REDACTED]

Hi John hope Molly and yourself are in good health and are riding out the Covid pandemic without to many problems. I can't believe we have now been in lock down since the last week of March although we have been very fortunate to have had such good weather which has helped to relieve the boredom of being stuck inside.

Many thanks for you further contribution to our project, your involvement is very much appreciated. I have forwarded it to Kevin Harris who as you know is our project lead and I'm sure he will be in touch with you soon.

Keep safe, Lyndon

On Thu, May 28, 2020 at 11:39 AM

wrote:

Hello Lyndon,

The requested history of the family connection with the choir is attached. Do let me know if it is OK,.

If I can be of any further help with the book I will of course be delighted to help.

I have a long experience of working with and advising many different types of organisations and strategy consultants such as Price Waterhouse charities, very large companies and governments including a little in Wales with the development of Cardiff Bay. If you feel it would be useful to have a chat do get in touch.

Keep safe and many thanks for the splendid work of you and your friends, John





## Let All Men Sing – Project Timeline

Category	Task	Start Date	End Date	Status
1. Project Team	Appoint researchers	Jan-21	Jan-21	Complete
2. Create Document Repository	Appoint Project Manager	Jan-21	Jan-21	Complete
	Identify location	Jan-21	Jan-21	Complete
	Create document structure	Jan-21	Jan-21	Complete
3. Scope Project	Create schedule	Jan-21	Jan-21	Complete
	Appoint researchers	Jan-21	Jan-21	Complete
	Create Q&A documents	Jan-21	Jan-21	Complete
	Create outline Document	Jan-21	Jan-21	Complete
	Agree book structure	Jan-21	Jan-21	Complete
	Confirm themes and topics	Jan-21	Jan-21	Complete
4. Fundraise	Research publication costs	Jan-21	Jan-21	Complete
	Research & identify publication preference	Jan-21	Jan-21	Complete
	Secure funds	Jan-21	Jan-21	Complete
5. Data Collection	Research data capture complete and filed to repository	Jan-21	Jan-21	Complete
	Collect discography	Jan-21	Jan-21	Complete
	Interviews completed	Jan-21	Jan-21	Complete
	Member Q&A's returned	Jan-21	Jan-21	Complete
	Identify artefacts to be included	Jan-21	Jan-21	Complete
6. First Draft	Available for review	Jan-21	Jan-21	Complete
	Review complete	Jan-21	Jan-21	Complete
7. Final Draft	Proofreading	Jan-21	Jan-21	Complete
	Review complete	Jan-21	Jan-21	Complete
8. Publish	Publicity and Sales Strategy	Jan-21	Jan-21	Complete
	Publish	Jan-21	Jan-21	Complete





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**Solar Farm Grant 2020 - Abertillery BG RFC Application**

1 message

5 (d)

**Abertillery Rugby**

To: clerk.alcc@gmail.com,

10 October 2020 at 02:28

Dear Sirs,

**Solar Farm Grant 2020 - Abertillery BG RFC Application**

Please find attached Abertillery BG Rugby Football Club application for the 2020 Solar Farm Grant and supporting documentation. We also include a letter of support from Gwent Police. A further letter of support from Dr David Llewellyn (BRO Partnership) will be sent by the application deadline.

I would appreciate if you can confirm receipt of our application and we look forward to receiving your support.

Kind regards

Chris Wilkins

**Chris Wilkins****Abertillery BG RFC**

---

**4 attachments****Abertillery BG RFC - Bank Statement.pdf**

24K

**Abertillery BG RFC - Letter of Support Gwent Police.pdf**

95K

**Solar Farm Grant 2020 - Abertillery BG RFC.pdf**

425K

**Abertillery BG RFC - Club Constitution.pdf**

2628K

67



# **Abertillery and Llanhilleth Community Council (ALCC)**

## **Solar Farm Grant 2020 – Application Form**

(see criteria and process attached before applying)

Name and Address of your group or organisation:

Abertillery BG RFC, Abertillery Park, Abertillery NP13 1TU

**Website address:** Abertillerybgrfc.com

**Social media page:** Facebook: @Abertillery.BG.RFC Twitter: Abertillery\_BG

**Contact name:** Chris Wilkins

**Role in group:** Committee member

**Telephone number:**

**Email:**

**What is the name of your project?**

Protect, Repair and Regenerate Abertillery BG RFC

**What are the aims of the project?**

To convert the underneath of the grandstand at Abertillery BG RFC to provide an up to date Community Hub at Abertillery Park for all residents of Abertillery/ Cwmtillery/ Six bells/ Llanhilleth/ Brynithel . The Hub will involve moving the existing changing rooms across to provide a multi -functional space to be enjoyed by the community (plans attached).

This is the first part of an ambitious five-year regeneration project, which will include the delivery of a 4G playing surface at Abertillery Park – allowing rugby football to be played 365 days of the year.

**How will your project benefit the Abertillery and Llanhilleth area or its residents?**

The community hub will provide a stable base for the mini and junior rugby teams

(300 + boys and girls aged 7-19) and the senior team (current men's team – developing a ladies senior team by 2022). The Community Hub however – is just that – for the community. We want it to be used by groups for fitness classes/ parent and toddler groups/ Arts groups/ dementia groups, mental health groups and the engage group at the local school (Abertillery Learning Community – ALC). We have already established a partnership with new a new Mental Health Group 'Tidy Butt' – a forward thinking organisation providing a supportive, non-judgemental environment for anybody seeking support in managing their mental health and overall wellbeing. There are plans to also use the space for children's parties and events (recreational and community eg park runs/ walking events). Long term the aim will be to have a café where the community can drop in, have a chat and enjoy the surroundings of what is undoubtedly one of the most scenic parks in Wales.

### **Approximate number of beneficiaries?**

Thousands

### **What will be delivered as a result of the Solar Farm Grant?**

This will support the conversion of the underneath of the grandstand to form a multi-functional space suitable for a Community Hub. See breakdown of costs/ estimates attached.

### **What exactly will the Solar Farm Grant funds be spent on?**

**NB relevant quotes and estimates should be included with your application**

Please see below/attached – areas highlighted are what any Solar Grant funds will be spent on. Others will require further funding by ourselves/ other sources. Project costs met by us are from savings/ sponsorship.

### **Project costs:**

<b>A. Project costs met by your group</b>	<b>Amount (inc. VAT)</b>
Professional costs	£2,500
Bar and Equipment	£5,000
Outdoor spaces- deck/ patio	£4,000
80% General labour costs	£10,000-25,000
<b>Sub Total</b>	<b>£21,500 – 46,500</b>
<b>B. Funding being provided by other organisations</b>	<b>Amount (inc.VAT)</b>
Labour costs (Tesco) plumbing/ electrics	£13,700
Go- Fund me page (towards materials)	£1,200

Coalfields Regeneration Trust (kitchen area costs)	£7,000
Sub Total	£21,900
C. Funding requested from ALCC Solar Farm Grant	Amount (inc.VAT)
Building and plumbing materials	£18,000
Outside Security LED Lighting	£3,500
LED Energy Efficient Lighting (Internal)	£4,900
Commercial Grade Glazed Double Entrance Doors (Energy Efficient) x2	£3,900
CCTV System	£8,000
Fire and Security alarms	£2,900
Seating, Upholstery and chairs	£8,000
Sub Total	£49,200
D. Total project costs (A + B + C) TOTAL	£92,600

### **How will your project improve the local environment?**

Abertillery BG RFC was recently voted one of the most picturesque rugby venues in the UK by a national newspaper. It also features in many a rugby autobiography! Unfortunately, the grandstand has been subject to neglect, vandalism and a hot spot for antisocial behaviour. Recent fire damage made the local news just a few months ago. We aim to address this and bring back the pride and match the grandstand to its amazing surroundings. We are already undertaking regular litter picks of the whole park to enhance the area. We aim to provide an area of wildflowers on the side of the stand to encourage bees and wildlife. Additionally, the Ebbw Fach river runs behind the stand which we will keep clean of any rubbish.

Our ambition is for our project to become a catalyst for future regeneration of Abertillery Park involving the newly established Valleys Regional Park.

### **How does your project contribute to sustainability?**

The conversion of the underneath of the stand affords us the opportunity to update our lighting to LED, change the doors and windows to more energy efficient versions and upgrade the insulation. All opportunities to recycle or reuse materials will be explored. Once complete the stand will be able to support itself via sponsorship and sale of drinks etc

**How does your project link with local schools?**

We have over 250 mini and junior rugby players aged 7-19 (boys and girls) who predominantly attend the local schools/ colleges and live in the area. We are already in contact with the WRU liaison officer for ALC who will carry out training sessions at the park. We are also in touch with the engage project at ALC (those children who don't thrive in a traditional school environment) who are interested in using the space to have lessons. Coleg Gwent are one of our supporters/ sponsors.

**How does your project promote volunteering?**

The committee of Abertillery BG RFC are all volunteers and will be helping with the conversion of the stand in their own time. Additionally, players and supporters of the club have pledged to help out in any way they can (we have had offers ranging from helping to paint/ clean/ plant flowers/ take down walls/ maintain etc). Most of the groups looking to use the facility, are community groups and/ or not-for-profit organisations who aim to support the community. Club volunteers already litter pick the area of Abertillery Park on a daily basis, whilst also completing basic maintenance tasks to enhance the area for our community – the recent foliage clearing and re-painting of the famous 3 feathers is a positive example.

**How does your project promote links between communities?**

Abertillery BG RFC has a long and well documented history (hosted various high-profile rugby matches – eg Abertillery v Japan, Abertillery/ Ebbw Vale v New Zealand) and has a well established following and links with the community. BG RFC (as it was before the merger with Abertillery RFC) is the oldest club in Wales. The Community Hub will offer the potential to do so much more to promote links within the community including non-rugby related activities. It is unfortunately a sad fact that suicide is still the number one killer of young men (alas there have been a number of local cases of this). We want to do all we can to change this by working with local mental health groups.

**How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:**

- **A prosperous Wales**
- **A resilient Wales**
- **A healthier Wales**
- **A more equal Wales**
- **A Wales of cohesive communities**
- **A Wales of vibrant culture**
- **A globally responsible Wales?**



***A prosperous Wales*** – We have the prospect of creating employment opportunities as the project grows (eg Bar staff/ cleaners). Increased energy efficiency from new insulation/ doors and windows. Aim to contribute towards Wales' aim to be the best in the world at recycling by diligently recycling all materials possible. We will contribute to the circular economy by re-using all materials possible in the conversion of the stand. Open to exploring option of solar power once the community Hub is up and running.

***A Resilient Wales*** – The Community Hub is placed in the middle of a park environment and surrounded by nature. It was voted the most picturesque rugby venue in the UK. We want to work with this and use it to promote wellbeing - both mental and physical with the help of the many groups who have expressed an interest in using the Community Hub. Plant an area of wildflowers in an unused area next to the stand to promote wildlife/biodiversity/ aid learning for school children etc. Keep the Ebbw Fach river which runs behind the stand, clear and clean and continue with litter picks – all of which can involve the community.

***A Healthier Wales*** – the rugby club in itself supports over 250 boys and girls aged 7-19 and a senior men's rugby team. (plans ongoing for a senior women's team). This promotes both physical and mental well being in the form of a team sport environment. Additionally, we will be looking to hold fitness classes (all ages and abilities– eg gardening in the wild flower areas/ walking groups/ park runs and indoor activities such as high intensity training / yoga/ tai chi etc). The benefits of nature on mental wellbeing are widely documented and we aim to use this to our advantage. Work with groups on mental health including supporting young males (suicide still being the number one killer of this demographic). Encourage active travel as Abertillery BG RFC is on a cycle route and the Ebbw Fach Trail runs right past us.

***A More Equal Wales*** – Abertillery is still unfortunately a deprived area with a lower life expectancy than most other areas in Wales. This facility will be open to all ages and abilities. New rails have just been installed and we are fully DDA compliant. The aim is for the Community Hub to be hired out at no charge to local groups.

***A Wales of Cohesive communities*** – we will listen to what the community needs and wants and work with groups to ensure the community Hub remains fit for purpose eg if better internet connection is required etc. Encourage groups to work together and not in isolation, for example by linking in physical activity groups with mental wellbeing groups. Aim to be the heart of the community – a place where everyone feels welcome.

***A Wales of vibrant Culture*** – We will actively encourage the use of Culture and Arts and crafts groups to use the facility (indeed participation in crafts also has a proven

positive effect on wellbeing). We aim to celebrate the history of both the rugby club and the surrounding area by having a wall of past, present and future.

**A Globally Responsible Wales** – We want to ensure social issues such as physical and mental wellbeing, loneliness, improved health, access to technology etc are addressed and accessible via the Community Hub. It will be an area for all that will be sustainable and effectively managed so it will be there for future generations.

We will balance the needs of working for the short term (get the Community Hub up and running) against the long term (increase the amount of support groups involved/ set up a community Café).

We will work with others and link in with their wellbeing plans (schools/ NHS/ WRU/Council etc). We will involve and collaborate with all groups mentioned as well as any local businesses, Police or other third sector organisations.

We will prevent further deterioration and damage to the Grandstand by making it a place the community want to use, in conjunction with improving security of the building (CCTV). Prevent further suicides of young males by working with mental health groups, prevent child obesity by encouraging physical activity and prevent early life expectancy by working with NHS and other groups to promote wellbeing/ healthy activities and prevent loneliness.

**If funding is granted, what will successful delivery of the project look like?**  
A fully completed multi-functional room that is fully utilised by all aspects of our community and is very much seen as the heart of the community.

**Will you supply progress / completion reports / evidence / photos?**  
Absolutely and welcome the opportunity to keep the Town council updated. We will also be keen to publicise any help received via our social media platforms

**Is your organisation a:**            **Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)**

Not for profit business registered with Companies House (Company Number: 11876908)

The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and

- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. *NB the five-year period started with the first solar farm grants awarded by the Council in 2017.*

**If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider: N/A**

**Payee name:** Abertillery BG RFC Fields & Facilities Limited

**Signed:** C.Wilkins

**Print Name:** Chris Wilkins

**Date:** 10/10/2020

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**



ABERTILLERY BG RFC FIELDS & FACILITIES LIMITED  
WILD ACRE  
CWM FARM LANE  
SIX BELLS  
NP13 2NZ

## Your Account

Sort Code  
Account Number

## TREASURERS ACCOUNT

01 September 2020 to 30 September 2020

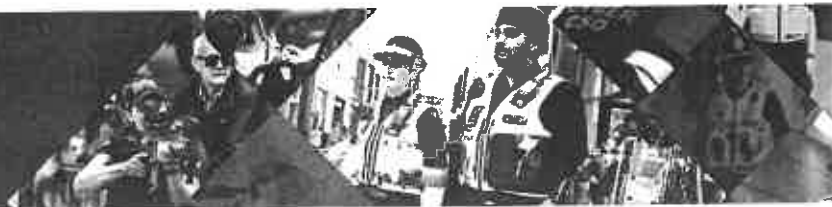
Money In	£2,449.00	Balance on 01 September 2020	£11,988.96
Money Out	£806.22	Balance on 30 September 2020	£13,631.74

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
07 Sep 20	WILKINS FOOT CLINI WILKINS FOOT CLINI	FPI	200.00		12,188.96
07 Sep 20	SIGNET SIGNS 400000000651043540 FOOT	FPO		55.00	12,133.96
07 Sep 20	AUTUMNPAPER LTD 00636769	BGC	100.00		12,233.96
07 Sep 20	A1 ROOFING AND BUI A1 ROOFING	FPI	200.00		12,433.96
11 Sep 20	CHURCH S T/AS SW SPONSORSHIP	FPI	500.00		12,933.96
11 Sep 20	SIGNET SIGNS 500000000648593538 FLYOVER	FPO		55.00	12,878.96
21 Sep 20	SIGNET SIGNS 200000000649851310 BOARDS	FPO		275.00	12,603.96
21 Sep 20	LOCALGIVING HCMZE33	DD		72.00	12,531.96
23 Sep 20	ABERTILLERY RUGBY STEVE HAGLAND	TFR	49.00		12,580.96
24 Sep 20	ABERTILLERY RUGBY FLYOVER GARAGE	TFR	200.00		12,780.96
28 Sep 20	ABERTILLERY RUGBY DIY CENTRE 27SEP20	TFR	200.00		12,980.96
29 Sep 20	EXITEX LTD EXITEX-SPONSORSHIP	FPI	1,000.00		13,980.96
29 Sep 20 (Continued on next page)	BLAENAU GWENT BORO 200000000653783078 03-ARC	FPO		349.22	13,631.74

## Transaction types

<b>BGC</b> Bank Giro Credit	<b>BP</b> Bill Payments	<b>CHG</b> Charge	<b>CHQ</b> Cheque
<b>COR</b> Correction	<b>CPT</b> Cashpoint	<b>DD</b> Direct Debit	<b>DEB</b> Debit Card
<b>DEP</b> Deposit	<b>FEE</b> Fixed Service	<b>FPI</b> Faster Payment In	<b>FPO</b> Faster Payment Out
<b>MPI</b> Mobile Payment In	<b>MPO</b> Mobile Payment Out	<b>PAY</b> Payment	<b>SO</b> Standing Order
<b>TFR</b> Transfer			



Abertillery Emergency Services Station  
Station Hill  
Abertillery  
NP13 1UJ

Date: 8<sup>th</sup> October 2020

Dear Sir/Madam,

**Re: Funding Application Abertillery Park**

I am writing to you in support of an application being made by Abertillery Rugby Club. I am the Ward Manager for Abertillery and part of my duties is to assess crime and disorder within the Abertillery area and to look at long term initiatives to reduce these incidents.

From police records I can disclose that Abertillery Park, Glandwr Street has been subject to 48 calls to the police regarding AntiSocial Behaviour and 17 calls of a criminal nature since Summer 2019.

The area has often been highlighted as high demand for police and partner agencies, predominantly in the Summer months. From assessment of these statistics it is clear that the majority of these incidents are linked to youth disorder.

I was pleased to have contact from Chris Wilkins who represents the Rugby Club and has indicated to me that they are applying to yourselves for assistance in securing CCTV in the stand and surrounding area.

CCTV will be a very useful tool to help police in dealing positively with any further Anti Social Behaviour or criminal activity as it will assist us in identifying offenders. It will also act as a positive crime prevention measure, with accompanying signage to deter offenders.

As a Community Council I am sure you are as keen as we are to prevent these incidents from occurring which will not only allow us to deal effectively with offenders but will be a cost efficient measure in reducing repairs, cleansing etc.

It is important that we all work together to tackle these issues.

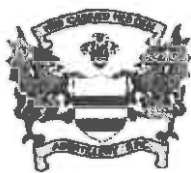
Kind regards

PC 1681 Evans

79







# Abertillery BG Rugby Football Club

Member of the Welsh Rugby Union & Monmouthshire Union

## CONSTITUTION

1. The Club shall be called **Abertillery BG Rugby Football Club**.
2. **Interpretation:** The 'Club' means Abertillery BG R.F.C. The 'Notice Board' means a notice board prominently placed 'in the Clubs' current headquarters. The 'Committee' means the general committee of the Club. In all cases throughout these rules the masculine includes the feminine unless the context shows clearly that this is not intended. 'Headquarters' means the premises where the committee shall base itself for the time being. The 'Ground' means the playing fields where the club shall participate in sporting activities.
3. **Objectives:** To promote an interest and understanding in the playing of rugby football in accordance with rules and laws of The Welsh Rugby Union, at senior, youth, mini and junior levels as deemed necessary by the committee.
4. **Colours:** The club colours shall be Green and White.
5. **Membership:** The members of the club shall include:
  - a. **Trustees.**  
Trustees will be appointed, reappointed at the Annual General Meeting as necessary.
  - b. **Life members.**  
The committee shall be entitled to offer the privilege of Life Membership to any members 'Who' in its opinion, based 'upon that members' service to the club, merits this honour.
  - c. **Honorary Members.**  
The committee shall be entitled to offer the privilege of Honorary Membership to any person 'Who' in its opinion, merits this honour
  - d. **Vice Presidents.**  
Vice Presidents shall be invited by the committee in return for annual subscriptions and donations.
  - e. **Ordinary Members.**  
Ordinary members shall be those members who have paid the agreed subscription fees.
  - f. **Playing Members.**  
Playing Members shall be those members who are regular playing rugby footballers, as certified by the club.

6. **Subscriptions:** Entrance fees and subscriptions for all classes of member shall be fixed at the Annual General Meeting.
7. **The Officers of the club shall be:**
- a. The Chairman.
  - b. Vice Chairman.
  - c. The Secretary.  
The Secretary shall attend all committee meetings and be responsible for all the minutes and correspondence that does not fall within the scope of any other secretary. He shall record the minutes of all general meetings.
  - d. The Treasurer.  
The Treasurer shall attend all committee meetings and be responsible for the preparation of financial accounts for presentation to the Annual General Meeting. He shall be responsible for the safe custody of all monies to club affairs.
  - e. Fixture Secretary.  
The Fixture Secretary shall be responsible for arranging all the clubs' playing fixtures.
8. **Other appointments shall include:**
- a. Coach(s).
  - b. Medical Attendant(s).
  - c. Press Officer.
9. Nominations for the new officers, other than residing officers, must be made in writing and in the hands of the secretary, fourteen days before the Annual General Meeting.
10. The management of the club shall be vested in a general committee, which shall consist of the Officers of the club and other members elected at the Annual General Meeting.
11. The number of general committee members shall be regulated by the Annual General Meeting.
12. The committee shall transact and control the whole affairs of the club. Selection of teams will be the responsibility of those appointed to do so by the General Committee.
13. The committee shall have the power to appoint officers if a vacancy occurs through resignation/tragedy or long term illness/absences, or a deputy to fill his place.
14. The committee shall have the power to co-opt members in the interest of the club.
15. Quorum shall be five but to include two officers.
16. The Executive Officers, three in number, shall have the power to act at short notice or when a general meeting cannot be held. The three officials are to be elected at the Annual General Meeting.

17. After the absence of three consecutive meetings without reason, any committee member's position can be reviewed and appropriate action taken.
18. The committee shall determine any questions relating to the interpretation of the club rules, or any matter relating to the club, not provided for in the rules.
19. **Finance:** All money raised by the committee or on behalf of the committee shall only be used to further the objectives of the club, provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the committee or the repayment of reasonable out-of-pocket expenses.
20. **Payment to Players :** Abertillery BG will not pay or permit players to be paid, either directly or indirectly (such as via a sponsor or third party connected to the Club) for playing for the Club.
21. **Payments :** All payments made on behalf of the Club shall be signed by Two out of Three nominated signatories including the Treasurer.
22. **Dissolution:** Should the committee after calling an Extraordinary General Meeting decide that due to any unforeseen circumstances the club need to be dissolved then:
  - a. All creditors would be paid in full.
  - b. Any remaining funds would be given to a local club whose aims and objectives are in line with those of the club.
23. **The Annual General Meeting:** shall be held in the month of June each year. Twenty-eight days notice will be given on the notice board. All members are allowed to attend and vote.
24. The AGM business transacted shall include:
  - a. The Chairman's Report.
  - b. The Treasurers report to include balance sheets and accounts for the previous years financial details, which shall end on May 31<sup>st</sup>.
  - c. The election of Officers and General Committee members.
  - d. The consideration of any additional deletion or amendments to the constitution.
25. **Special General Meeting:**
  - a. The Secretary shall call a special general meeting if he receives a request to the effect, signed by the Chairman and no fewer than ten other members.
  - b. The committee shall have the power to call a special general meeting if deemed necessary. Fourteen days notice shall be given stating the time and venue on the notice board.

26. **Borrowing Powers:** If at any time the club in a general meeting shall pass a resolution authorising the committee to borrow money, the committee shall thereupon be empowered to borrow for the purpose of the club such a amount of loan either at one time or time to time and at such a rate of interest and in such manner and form and upon such security as shall be specific. The committee shall make all such dispositions of the club property, of any part thereof and enter into such agreement in return thereto as the committee may deem proper for giving security for such loans and interest.

27. **Discipline:** For conduct, which in the opinion of the general committee, is prejudicial to the interests of the club to the game of playing rugby football, the committee have the power to:

- a. Suspend from membership of the club, any player, and officer or committee member.
- b. Suspend any player from playing for a period they think suitable.
- c. The decision of the committee, in all matters relating to complaints disputes and discipline are final. Any member not conforming to such a decision shall be suspended from membership until the next Annual General Meeting when it will be decided if the suspension is final.

28. **Alteration to the Constitution:** Any proposal to alter this constitution must be delivered in writing to the Secretary of the Committee not less than 14 days before the date of the Annual General Meeting at which it is first to be considered. Any alterations will require the approval of a two-thirds majority of members of the committee voting at a General Meeting.

29. The committee's decision is final on all matters.

This Constitution was adopted as the Constitution of Abertillery BG Rugby Football Club.

Signed:

..... M. G. D. Edwards ..... Chairman  
Date : ..... 24/2/14 .....

..... D. J. Evans ..... Secretary  
Date : ..... 24/2/14 .....



Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

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**Solar Farm Grant 2020 - Abertillery BG RFC Application**

1 message

**Abertillery Rugby**

12 October 2020 at 16:11

To: clerk.alcc@gmail.com, chris.wilkins1@btconnect.com

Dear Sirs,

Further to Abertillery BG Rugby Football Club Solar Farm Grant application on 10th October 2020, please find attached the proposed new Floor Plan and a further letter of support.

Kind regards  
Chris Wilkins

**Chris Wilkins**  
**Abertillery BG RFC**

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**2 attachments**

 **Abertillery BG RFC - Letter of Support - Blaengad.pdf**  
109K

 **Abertillery BG RFC - Proposed Floor Plan.pdf**  
358K

85



The Clerk  
Abertillery and Llanhilleth Community Council (ALCC)

Saturday, 10th October 2020

Dear Sir/Madam

This is a letter of support for the application by Abertillery BG RFC to the Solar Farm Grant Scheme 2020.

The Blaenau Gwent and Abertillery Rugby Football Clubs have been at the heart and fabric of the town and the surrounding area for around 150 years and their names are synonymous with the town. Abertillery Park has been one of its jewels for over 120 years.

This application is hugely important, especially in the current COVID pandemic, in that it seeks to support the physical and mental wellbeing of people by improving the facilities at Abertillery Park such that more people can be engaged and involved with sport and outdoor activities. The evidence for the wellbeing benefits of getting people more active is overwhelming. Unfortunately we know that our community does have wellbeing issues that need to be addressed. Fortunately we have the assets in places and people to help address these as emphasised in this proposal.

These improvements will allow the club to provide for greater activity for a wider range of ages and interests across the genders, not just rugby. It should also allow the club to make stronger connections with other outdoor assets and activities in the area such those developing at Cwmtillery Lakes and Rose Heyworth Community Woodlands, and other sporting and outdoor activity organisations.

My job and interests with my business and my roles with strengthening outdoor connections and developing community wellbeing networks with Aneurin Bevan Health Board lead me to have a strong understanding of how such networks and projects such as this can underpin improved wellbeing in communities such as Abertillery. This proposal offers a great opportunity to help strengthen those.

I trust very much that the council will give serious consideration to this excellent application and proposal and I wish the club every success in it. If successful I would look forward to supporting the club and other local organisations and bodies including Abertillery and Llanhilleth Community Council (ALCC) to develop stronger wellbeing networks.

With regards

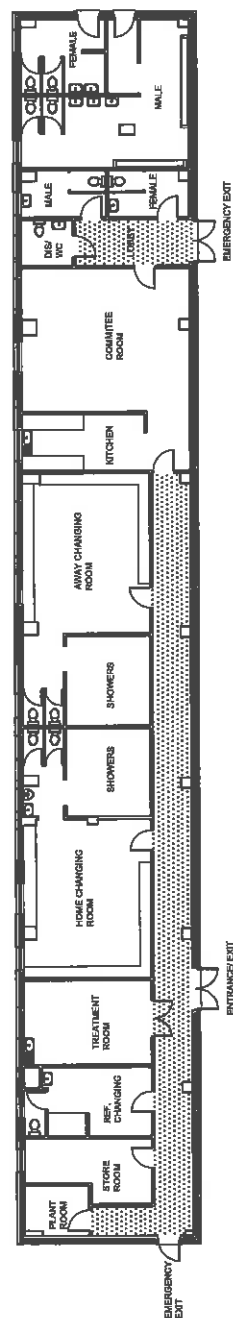
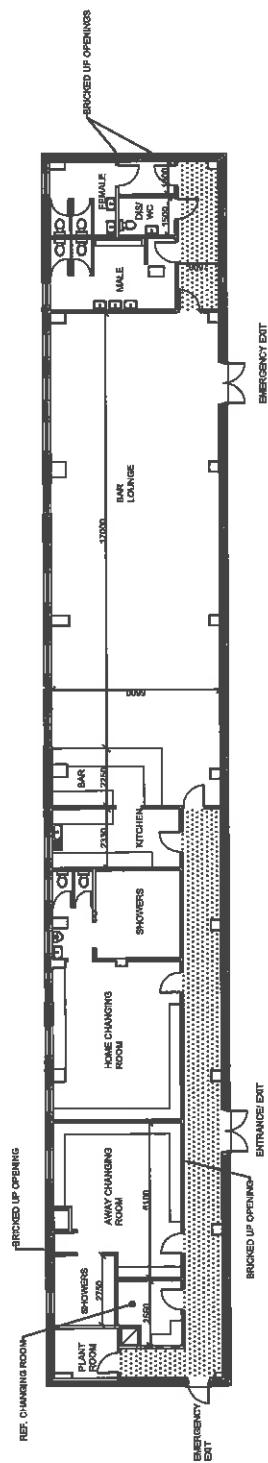
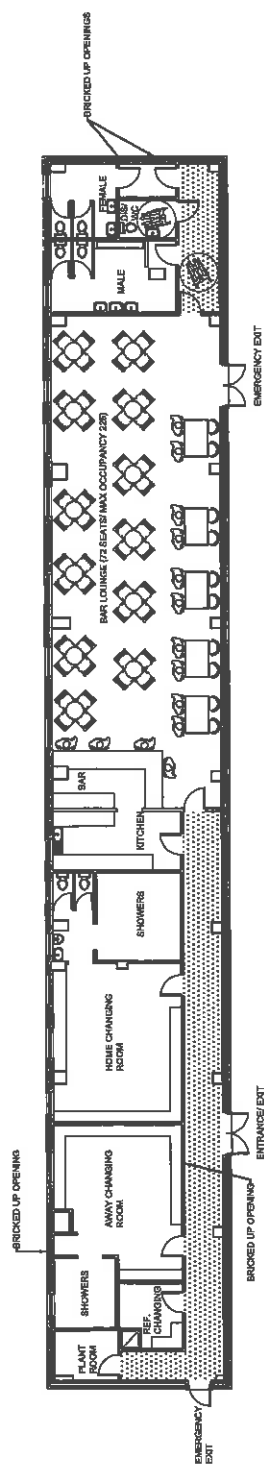
Yours faithfully

Dr David Llewellyn  
Director Blaengad Cyf

*Please note I was the chairman of Abertillery RFC between 1999 and 2001 and have been a lifelong supporter. However, I would not gain in any financial or material way from my support for this specific application. My support is explicitly given through my role as the Director of Blaengad and not in connection with my role with ABUHB.*







**GENERAL NOTES:**

- ALL DIMENSIONS ARE IN MILLIMETRES/METRES UNLESS NOTED OTHERWISE.

## SAFETY, HEALTH AND ENVIRONMENTAL

**INFORMATION**

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

**FOR INFORMATION**



Great-Gut Drawings  
 94 Lillian Street,  
 Essex Vt.,  
 05723 U.S.A.  
 (Tel: 87-666 4780/2)

ABERTILLERY RFC STAND  
REFURBISHMENT

## EXISTING & PROPOSED FLOOR PLANS

0001 P 1

1





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

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**Fwd: Solar Farm Grant**

1 message

5 (e)

**Perry Morgan**

11 October 2020 at 14:26

To: Clerk ALCC &lt;clerk.alcc@gmail.com&gt;

Hi richard if you can confirm uve received application I've also posted one at the office at 2.15pm today 11.10.2020

----- Forwarded message -----

From: **Gary Oakley** <

Date: Sun, 11 Oct 2020, 14:14

Subject: Solar Farm Grant

To: Perry Morgan

Best Regards,

Gary

Gary Oakley

Mobile:

Abertillery and Llanhilleth Community Council  
Council Offices, Mitre Street, Abertillery. NP13 1AE.  
(Telephone 01495 217323)

**Solar Farm Grant.pdf**  
12742K

91



Abertillery and Llanhilleth Community Council (ALCC)

Solar Farm Grant 2020 – Application Form

(see criteria and process attached before applying)

Name and Address of your group or organisation:

William POWELL MEMORIAL HALL  
BOURNVILLE

Website address:

Social media page:

Contact name: MR. PERRY R. MORGAN

Role in group: CHAIR PERSON

Telephone number:

Email:

What is the name of your project? RENOVATION Project

What are the aims of the project? Purchase Folding tables  
REPAIR, RENEW + REPAINT fencing (sheep proof it),  
FIT BI FOLD GATES and purchase an outdoor shed  
Equipment to ENABLE OF grass surrounding the hall  
and adjoining park

How will your project benefit the Abertillery and Llanhilleth area or its residents?

By providing A community space for existing and  
new groups.  
making the park area safer and preventing sheep  
destroying area including the war memorial and  
poppies.

Approximate number of beneficiaries 100 +

What will be delivered as a result of the Solar Farm Grant? .....  
 OUTDOOR SEATING area and a cleaner and safer  
 environment for persons using the hall and visiting  
 the memorial:.....

What exactly will the Solar Farm Grant funds be spent on?  
 NB relevant quotes and estimates should be included with your application

A MOWER £479 Bi Fold GATES £1,000  
 A SKIMMER £379 Timber + Paint / Repair £1,200  
 LEAF BLOWER £199 Fence  
 21 Benches £600  
 AN OUTDOOR STORAGE SHED £800  
 A FITTED KITCHEN £2,000 Folding Tables x 8 £800

Project costs:

A. Project costs met by your group	Amount (inc. VAT)
	£
	£
	£
Sub Total	£
B. Funding being provided by other organisations	Amount (inc. VAT)
	£
	£
Sub Total	£
C. Funding requested from ALCC Solar Farm Grant	Amount (inc. VAT)
GARDENING EQUIPMENT AS ABOVE	£ 1,057.00
GATES, SHED + Benches SEE LISTED ABOVE	£ 3,600.00
KITCHEN AND 8x FOLDING TABLES	£ 2,800.00
Sub Total	£ 7,457.00
D. Total project costs (A + B + C) TOTAL	£ 7,457.00

Continue on a separate sheet if necessary

How will your project improve the local environment?

The environment will no longer be covered in sheep faeces which has/is a massive problem.

The environment will be visually enhanced by the planting of bulbs, shrubs and flowers.

How does your project contribute to sustainability?

Provides a long term safe area so children can play outdoors. Allow the community to enjoy outdoor socialisation in a clean sheep free environment for many years to come.

How does your project link with local schools?

The Rosekeyworth Project which provides outdoor activities for local schools uses the hall for its meetings and in future the hall will be a meeting place and hub for children and adults accessing the EBBW FACH TRAIL.

How does your project promote volunteering?

This project itself will provide volunteering opportunities. The groups who currently use the hall are all run by volunteers as is the committee, they will be making a commitment as volunteers to maintain the

How does your project promote links between communities?

Hall and Area Groups from throughout the ALCC AREA use the hall, it can be hired for childrens parties.

The visual improvement of the hall and area will enhance the profile of William Powell M.K. in the communities.

How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?

WE ARE IN THE EARLY STAGES OF SETTING UP A VETERANS group which will be based at the hall.

This will be for veterans and their families providing a "SAFE SPACE"

will offer indoor & outdoor focused activities

Agencies such as BGCBC and other non-statutory organisations will be holding surgeries and giving presentations.

(continue on a separate sheet if needed)

If funding is granted, what will successful delivery of the project look like?

THE AREA SURROUNDING WILL BE FENCED, LANDSCAPED AND SHEEP FREE - MAKING IT BOTH CLEAN AND VISUALLY PLEASING.

THE KITCHEN WILL BE UP TO DATE (EXISTING ONE IS 25 YRS OLD) and the addition of folding tables will stream line activities

Will you supply progress / completion reports / evidence / photos?

YES

Is your organisation a:

Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)

Community Group

The Council has adopted criteria (numbers 15 and 17) which specify that:



- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and
- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. **NB** the five-year period started with the first solar farm grants awarded by the Council in 2017.

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider:

..... NO WE HAVE NOT APPLIED FOR ANY .....  
 ..... SOLAR FARM GRANTS PREVIOUSLY .....  
 .....  
 .....  
 .....

Payee name:

BOURNVILLE SOCIAL INSTITUTE WILLIAM  
 POWELL MEMORIAL HALL

Signed:



Print Name:

Perry Morgan

Date:

10-10-2020

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**



5 (f)



Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

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**Solar Farm Grant 2020 – Application Form - Abertillery Excelsiors Football Club**

1 message

**Stuart Sheen**

11 October 2020 at 22:18

To: clerk.alcc@gmail.com

Cc: Sarah Hayward

Dear Sir / Madam,

Please find attached our application form for the available funding.

I trust I have completed the application form correctly on behalf of our organisation. However, if I have omitted anything that is required please do not hesitate to contact me and I will ensure you are provided with the necessary information.

Regards  
Stu Sheen

**Solar Farm Grant Application Form 2020\_AbertilleryFootball.pdf**

251K

99



Abertillery and Llanhilleth Community Council (ALCC)

Solar Farm Grant 2020 – Application Form

(see criteria and process attached before applying)

Name and Address of your group or organisation:

Abertillery Excelsiors Football Club  
Woodland Field  
Cwmtillery  
Abertillery  
Blaenau Gwent  
NP13 1LW

Website address:

Social media page: Club Twitter and Facebook Accounts

Contact name: Matthew Thomas

Role in group: Club Secretary

Telephone number:

Email:

**What is the name of your project?**

Preparing and Protecting Players Physical and Mental Well-being.

**What are the aims of the project?**

To continue to provide grassroots footballing opportunities for the the local communities to promote physical and mental wellbeing.

**How will your project benefit the Abertillery and Llanhilleth area or its residents?**  
 There are a high number of the population who live in social economic deprivation within the local area. The Football club provide access to sport and physical activity in the local area which will improve physical and Mental wellbeing. The opportunities are within accessible distance to take away the barrier of lack of transport. Due to the club operating their own facilities they are able to keep costs low to encourage more people to play. There are incentives in play for families with more than one child

**Approximate number of beneficiaries**

With the below in place we will be able to safely provide football sessions to over 170 participants

**What will be delivered as a result of the Solar Farm Grant?**

Following the FAW back to football guidance we feel we need to put a number of different measures in place to facilitate a safe return to football:

- New signage for our club house to ensure social distancing guidelines are adhered to.
- Cleaning products to ensure the footballs, club house, toilet and changing rooms are kept to the highest standards.
- Continuation of football and activity sessions throughout the winter months through use of local all weather facilities.
- Alcohol gel and cleaning stations positioned around the facility.

**What exactly will the Solar Farm Grant funds be spent on?**

NB relevant quotes and estimates should be included with your application

Please see project costings below:

Project costs:

A. Project costs met by your group	Amount (inc. VAT)
Coach Development – Football Leaders X6	£510.00
Equipment – Training Bibs / balls	£850.00
Safeguarding & FirstAid Training	£480.00
Sub Total	£1840
B. Funding being provided by other organisations	Amount (inc.VAT)
Sub Total	£0

C. Funding requested from ALCC Solar Farm Grant	Amount (inc.VAT)
Facility / Venue Hire - junior facility hire x 6 weeks	£480.00
Facility / Venue Hire - senior facility hire x 6 weeks	£480.00
Equipment - Cleaning products / hand sanitiser / facemasks	£325.00
Sub Total	£1285
D. Total project costs (A + B + C) TOTAL	£3125

Continue on a separate sheet if necessary

**How will your project improve the local environment?**

As all of our activities are based in Cwmtillery / Abertillery we encourage to people to stay within their local area with many players walking to our sessions. Also, by keeping our sessions local it minimises the requirement for car and transport journeys. We maintain our own fields and encourage the use of all-weather pitches (albeit at cost to the club) in the harsher conditions of winter to ensure our natural surroundings are minimally affected.

**How does your project contribute to sustainability?**

By encouraging players / parents to stay local thus reducing the need for transport and associated issues.

**How does your project link with local schools?** Our club enjoys a very good relationship with our local schools both at primary and secondary level with many of our young players attending them. We also have a development officer that encourages participation in sessions to afford young people equal opportunities from the local community.

**How does your project promote volunteering?**

All coaches and associated staff are volunteers and work extremely hard after their own daily work routines to provide sessions and activities.

**How does your project promote links between communities?**

Fortunately, we have players that are from our own and surrounding communities which allow for excellent development links between them. We are lucky to have parents and grandparents engaging with us and thus promoting genuine intergenerational interaction and occasional participation.

**How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:**

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?

There are a high number of the population who live in social economic deprivation within the local area. The Football club provide access to sport and physical activity in the local area which will improve physical and Mental wellbeing. The opportunities are within accessible distance to take away the barrier of lack of transport. Due to the club operating their own facilities they are able to keep costs low to encourage more people to play. There are incentives in play for families with more than one child

(continue on a separate sheet if needed)

**If funding is granted, what will successful delivery of the project look like?**

In its most obvious form this will allow our club to continue to provide football sessions and physical activity sessions in the harsher conditions of winter via using local all-weather facilities and to ensure that we can operate and continue to adapt safely to Covid-19 guidelines.

**Will you supply progress / completion reports / evidence / photos?**

Yes we would love to share our progress with you together with some images and social media links.

**Is your organisation a:**

Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)

Community Sports Club - We are using our club reserves to continue to pay our monthly fees to run our facilities. also received business rate relief grants from the local authority to support with the facilities. In addition to monthly costs we also have considerable "one off" payments coming up like our pitch maintenance fees to our contractor and league / affiliation fees to allow us to prepare to play once the FAW sanction matches. We have had to maintain the facility and complete statutory checks such as legionella and fire checks. We had to suspend our lottery tote which provides the club with our largest source of income. We have recently restarted it but sales are significantly lower due to matches not being played.



The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and
- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. ***NB the five-year period started with the first solar farm grants awarded by the Council in 2017.***

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider:

.....  
.....  
.....  
.....  
.....

Payee name: Abertillery Excelsiors Football Club

Signed: *Matthew Thomas*

Print Name: Matthew Thomas

Date: 11 / 10 / 2020

All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.

All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.

If insufficient evidence is received, this may delay or otherwise adversely affect the application.





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**solar farm grant 2020 tyleryanbelles.pdf**

1 message

5 (9)

rachel taylor

12 October 2020 at 11:54

To: Clerk ALCC &lt;clerk.alcc@gmail.com&gt;

Good morning please find attached our application for this years grant.

I have had a spoken price for the gates just not received the paper quote as of yet. As soon as this is received I will email it to you for reference

Cheers thanks  
Rachel Taylor

solar farm grant 2020 tyleryanbelles.pdf: <https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:c8093ba1-a5c6-4501-ac9c-048bddd0adea>

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107



**Abertillery and Llanhilleth Community Council (ALCC)**

**Solar Farm Grant 2020 – Application Form**

(see criteria and process attached before applying)

Name and Address of your group or organisation:

TYLERYAN BELLES SPORTS ASSOCIATION  
ROSEHEYWORTH PLAYING FIELDS  
ROSEHEYWORTH ROAD, ABERTILLY NP23 5SR

Website address: .....

Social media page: .....

Contact name: RACHEL TAYLOR .....

Role in group: CHAIR .....

Telephone number: .....

Email: .....

What is the name of your project? Renovation of driveway  
and catering area .....

What are the aims of the project? To install more secure gates  
with disabled access + to modify +  
improve the driveway by tarmac the area  
Create a catering area with patio + seating under cover .....

How will your project benefit the Abertillery and Llanhilleth area or its residents?

Keeping unwanted activity from the field with new high security  
gates. The loose gates under feet is a big H&S risk  
at present, the new kitchen area can be enjoyed more  
by having a community eating area,  
Approximate number of beneficiaries 500 plus .....

What will be delivered as a result of the Solar Farm Grant?

NEW SECURITY - disabled access  
 safe entry to site and a welcoming dining area  
 for visitors to enjoy food & drink (initially)

What exactly will the Solar Farm Grant funds be spent on?

NB relevant quotes and estimates should be included with your application

Attached quotes

GATES

TARMAC

DINING AREA / CANOPY

Project costs:

A. Project costs met by your group		Amount (inc. VAT)
CANOPY		£ 1000.00
VOLUNTEERS TO ASSIST WITH		£
LABOUR + RESOURCES		£
Sub Total		£ 1000.00
B. Funding being provided by other organisations		Amount (inc. VAT)
		£
		£
Sub Total		£
C. Funding requested from ALCC Solar Farm Grant		Amount (inc. VAT)
GATES		£ 2,000
TARMAC DRIVE - ACE		£ 11,280
DINING PATIO + SEATING - J.K.A		£ 1,750
Sub Total		£ 15,030
D. Total project costs (A + B + C)	TOTAL	£ 15,030

Continue on a separate sheet if necessary

How will your project improve the local environment? The driveway is not good for disabled access, it's vital that disabled can access safely  
• Visually more appealing  
• Community area for sitting under cover - improving social interaction

How does your project contribute to sustainability? .....

We have been running 2nd separate clubs for many years, our 1st year as a joint venture has brought great success + we have a 25yr lease, so it's a long venture

How does your project link with local schools? .....

All ALC schools are able to use facilities for sports + recreation use FREE, we have also explored the use to external sport groups

How does your project promote volunteering? .....

CNT required a company to be setup, with have 6 volunteer directors + a committed team of coaches, 1st Aiders, Kitchen staff + maintenance personnel. There is always something to be done and the company always welcome volunteers

How does your project promote links between communities? .....

The 2 running sports clubs have players/volunteers from throughout R&CC, we even have families from Abergavenny + Bridgend who travel to use our facilities. we are one BIG Family working to Thrive!

How does your project help deliver the seven well-being goals in the Well-being of Future Generations (Wales) Act 2015, namely:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture
- A globally responsible Wales?

- Prosperous Wales - We work closely with local suppliers + self employed people to give work locally - Advertising on Kit + Banners on site - Local sponsors too + giving info
- Resilient Wales - We purchase recycled cup sets for our home games - We take great care in recycling as we do we even recycle crisps + packaging + send them off to a local company who creates funds for charity

- Healthier Wales We train over 4 nights a week maintaining physical health, promoting mental health is vital. Players are encouraged to keep to a healthy well balanced diet, keeping children off streets & out of trouble.
- A more equal Wales - We are a club of diversity, no discrimination of sex / colour / race or physical ability is tolerated. We have a disabled access ramp & hope to make the kit & entry into the field more accessible to disabled families with walking aids.
- Coesure Community - We work closely with all schools, PAF & WRU academics.
- Vibrant Culture - Education of physical/mental health, Nutritional values, children being involved with out of school activities, learning to be part of a team, senior & juniors to

(continue on a separate sheet if needed)

If funding is granted, what will successful delivery of the project look like?

Professional sporting grounds, full of high quality facilities for football & rugby for all ages & abilities.

Will you supply progress / completion reports / evidence / photos?

Most Definitively stage by stage evidence.

Is your organisation a:

Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)

Limited Company by guarantee

Not for profit sports club with 25yr lease

The Council has adopted criteria (numbers 15 and 17) which specify that:

- Solar Farm Grants will not be given to groups to pay for ongoing running costs (e.g. insurance, water, gas and other utility supplies etc) unless in exceptional circumstances and

• Global responsible Wales -

Recycling all our rubbish helps our world, encourage our volunteers to gain new knowledge & skills by paying for courses & improving leadership skills.

• The junior football teams represent local areas & Wales by taking part as guests of honour for national teams. Involvement to design a new club logo, Fleet has now been completed & a photo of new kit. Try to get more to design, advertise & check out. K

112

12/10/2020, 10:19



- The Council will not give Solar Farm Grants to the same organisation(s) within five consecutive years unless in exceptional circumstances. **NB** the five-year period started with the first solar farm grants awarded by the Council in 2017.

If your group or project has received solar farm grant funding from ALCC in the last five years, or if you want funding for ongoing running costs, please explain here if you feel you have exceptional circumstances which you would like the Council to consider:

We believe we have completed last year's grant to a very high standard, considering the unusual circumstances of the pandemic to complete the work. We feel we have a lot we can still do on site to make our facilities a safer place to be for our community. We need to encourage more people to use the facilities to improve their physical health.

Payee name:

Tykenyan Belles Sports Association

Signed:

R. L. P.

Print Name:

R. L. P.

Date:

10/10/20

**All applications must be submitted using this application form. Any relevant supporting documents (e.g. business plan, group constitution, bank or financial statements, letters of support etc) should also be submitted along with this application form.**

**All applications must be emailed to: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com) or submitted in paper form to the: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE by 12.00 noon on Monday 12 October 2020.**

**If insufficient evidence is received, this may delay or otherwise adversely affect the application.**



ESTIMATE TO:

Tyleryan Belfes Sports Association

**EST003**

Estimate Date: 5 Oct 2020

#	Item
01	Patio Area 12ft X 8ft Materials only £350
02	Bench Seating X 6 EST. £100 per bench materials only
03	Labour Price For Patio Area And Making Of 6 Benches

Unit Price	Qty	Total
£350	1.0	£350
£600	1.0	£600
£800	1.0	£800
Subtotal		£1,750
Grand Total		£1,750

Thank you!



Arvans Civil Engineering Limited  
Unit E, Glandwr Industrial Estate  
Aberbeeg, NP13 2LN  
Company Registration No: 03841337

t: 01495 211168  
f: 01495 211168  
e: arvancivil@btconnect.com  
w: www.arvanscivil.com

28 September 2020

FAO: Mike Cox

**Quotation – Roseheyworth Fields, Roseheyworth Road, Abertillery, NP13 1SR**

To supply and lay tarmac, to area as discussed	£9,400
Vat @ 20%	£1,880
<b>Total</b>	<b>£11,280</b>

Should you have any queries please do not hesitate to contact me on 07974 733780.

Kind Regards

*Ben Evans*

Ben Evans  
Director





**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH**  
**CYNGOR CYMUNED ABERTYLERI A LLANHILLEDD**

Email: [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com)

Telephone 01495217323

[www.abertilleryandllanhilleth-wcc.gov.uk](http://www.abertilleryandllanhilleth-wcc.gov.uk)

Council Offices  
 Mitre Street  
 Abertillery, Blaenau Gwent, NP13 1AE

*Agenda Item 6*

Swyddfa'r Cyngor  
 Stryd Meitre  
 Abertyleri, Blaenau Gwent, NP13 1AE

**The accounts Listed hereunder are presented at the 21<sup>st</sup> October 2020 Council Meeting  
 (Finance Order No 2 –September 2020 to October 2020)**

**Cheques that have been presented between 5<sup>th</sup> August 2020 to 5 October 2020**

**(Table 1)**

PAYEE	Cheque No	Amount
Abertillery Blue Birds - Roger Clark Ward Donation	7702	£200.00
Andrew Sheehey - Green Fingers, War Memorial - Cut 27/5/20	7737	£85.00
CF Corporate - Quarterly Printer Rental	7738	£302.89
Andrew Sheehey - Green Fingers, War Memorial - Cut 15/6/20	7739	£85.00
Andrew Sheehey - Green Fingers, War Memorial - Summer Bedding Planting	7740	£275.00
Andrew Sheehey - Green Fingers, War Memorial - Cut 6/7/20	7741	£85.00
Andrew Sheehey - Green Fingers, Removal of Hanging Baskets	7742	£45.00
Richard Gwinnell - Reimbursement of new mobile phone costs	7743	£25.00
BT Phone and Internet Costs - Aug - Oct 2020	Direct Debit	£45.54
AR Digital - June Printng	7744	£24.32
BGCBC - Staff and Payroll Costs (Apr to Jun 2020)	7745	£15,503.64
Andrew Sheehey - Green Fingers, War Memorial - Cut 29/7/20	7746	£85.00
Andrew Sheehey - Green Fingers, War Memorial - Water 3/8/20	7747	£15.00
Andrew Sheehey - Green Fingers, War Memorial - Water 12/8/20	7748	£15.00
Andrew Sheehey - Green Fingers, War Memorial - Cut 18/8/20	7749	£85.00
CF Corporate - Quarterly Printer Rental (Final Payment)	7750	£302.89
AR Digital - July Printing	7751	£12.08
Hugh O'Sullivan - Internal Audit Costs 2019/20	7752	£1,577.20
AR Digital - August Printing	7753	£45.36
AmazonPayments - 2 Computer Monitors	7755	£199.98
Amazon Payments - 2 HDMI Cables	7756	£11.98
Amazon Payments - 3 Wireless Keyboards and Mice	7757	£92.94
Amazon Payments -2 Laptop Bags	7758	£37.22
SSE Electricity for Previous Years Christmas Lights	7759	£119.98
Nat West - Bank Charges	Direct from account	£20.00
Nat West - Bank Charges	Direct from account	£2.10
Amazon Payments - 3 Laptops	7760	£1,481.01

Nat West - Bank Charges	Direct from account	£20.00
Nat West - Bank Charges	Direct from account	£5.60
<b>Total</b>		<b>£20,804.73</b>

**Cheques and payments that have been issued but not yet presented as at 5 October 2020  
(Table 2)**

<b>PAYEE</b>	<b>Cheque No</b>	<b>Amount</b>
Ebbw Fach Choir - Beverley Lucas Ward Donation	7701	£150.00
Andrew Sheehey - Green Fingers, War Memorial - Cut 7/9/20	7761	£85.00
Dwy Cymru - Standing Charge Water at Industrial Unit	7762	£17.77
AR Digital - Sept Printing	7763	£54.74
Bournville Community Centre - Christmas Lights	7764	£800.00
RBS Rialtas - Setup and first year costs for Alpha Accounting System	7765	£830.40
Abertillery Bowls Club - Council Grant	7766	£600.00
Mark Lewis - 2 Hanging Baskets from Primrose	7767	£45.97
<b>Total</b>		<b>£2,583.88</b>

**Invoice received or expected, or Council decisions made but payments not yet made.  
(Table 3)**

<b>PAYEE</b>	<b>Amount</b>
BGCBC (Payroll) - 3 Months Staff Costs – Jul to Sept 2019	£16,340.00
BGCBC (Payroll) - 3 Months Staff Costs – Oct to Dec 2019	£15,922.00
BGCBC (Payroll) – 3 Months Staff Costs – Jan to March 2021	£15,922.00
Andrew Sheehey – Green Fingers – Cut 1/10/20	£85.00
<b>Total:</b>	<b>£48,269.00</b>

**Grant Applications Received but not yet approved  
(Table 4)**

<b><u>Application</u></b>	<b><u>Date of Application</u></b>	<b><u>Amount</u></b>
Abertillery RFC – 65” Smart TV	16/9/20	£979
<b>Total:</b>		<b>£979.00</b>

**Income August to October 2020  
(Table 5)**

2nd Quarter Precept	£60,010.38
---------------------	------------

## Monthly Finance Update – Current Account.

Current Account Balance 5/10/20, which includes income shown in Table 5 and £35,000 transfer to Reserve Account	<b>£106,111.34</b>
Issued Cheques (Table 2):	<b>£2,583.88</b>
To be issued (Table 3):	<b>£48,269.00</b>
Grants, if approved (Table 4):	<b>£979.00</b>

**Current Account Balance** **£54,279.46**  
of which **£1,161.11** is ring fenced for the Chair's Charity Appeal

**Note: We are expecting the 3<sup>rd</sup> and 4<sup>th</sup> quarter precept payments later in the financial year. These will total £120,020.76**

## RESERVES

Reserves currently stand at **£96,698.39** of which **£5,000** is ring-fenced for external auditor costs for 2014/15 to 2018/19.

## RECOMMENDATIONS

- 1. Council notes the payments in Tables 1 and 2.**
- 2. Council authorise the payments in Table 3 above.**
- 3. Council notes the financial position on the current and reserves accounts**







Agenda Item No. 7

**Motion from Councillor Gary Oakley**

**Abertillery & Llanhilleth Community Council**

**Wednesday 21 October 2020 @ 7.00pm**

In accordance of Section 4, item A, of Abertillery & Llanhilleth Community Council Standing Orders, I Gary Oakley hereby give notice of the following Motion for the above meeting under the Agenda.

The purpose of this Written Motion is to enable Council to approve increasing Councillors ward grants by 100% due to using this years ward grants for exceptional circumstances during the Covid 19 pandemic for food banks etc.

"I therefore move, that the ward grants be increased by 100% for the current year only:

**Therefore under Section 4 item A of the Standing Orders; I move a motion that the above item and costs are subsequently approved forthwith.**





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

## SLWG meeting minutes.

1 message

*Agenda Item 8(c)*

**Mark Lewis** <marklewis.alcc@gmail.com>

7 October 2020 at 10:07

To: Clerk ALCC <clerk.alcc@gmail.com>

Cc: Rob Phillips <robphillips.alcc@gmail.com>, Peter Adamson <peteradamson.alcc@gmail.com>, Perry Morgan <perrymorgan.alcc@gmail.com>, Allen Rees <allenrees.alcc@gmail.com>

Good morning Richard / Steve,

The SLWG meeting minutes are detailed below ready for the ALCC October monthly meeting.

### Date & Time

06/10/2020

### Venue

Online Google Meet meeting.

### Attendees

ML, RP, PA PM, (Guest AR).

### Apologies

None.

### Agenda

1. Two hanging baskets to be positioned by ML and RP on hanging basket brackets outside DARTH VAPOR shop on Church /High Street at 4 pm on Thursday 08/10/2020 for all ALCC Community Councillors to view before another 28 are purchased for around Abertillery Town until the real flower Abertilly In Bloom is put into position.

2. Update provided on the current situation regarding the old police station and some of its residents who have been causing issues within Abertillery Town, Abertillery Town's police sergeant has been emailed to deal with Clare Dobbins ( The Olde Sweet Shoppe ) request for him to pay a visit to the local business owners within the town to discuss their concerns plus Helena Hunt of B.G.C.B.C has also been emailed to update Kevin Dobbins ( The Old Sweet Shoppe ) on how the old police station is currently being dealt with atm by B.G.C.B.C.

3. ML to also send an email to B.G.C.B.C Town Regeneration Manager Cllr David Davies informing him of the current needs and repair requirements around Abertillery Town so that they can be dealt with by B.G.C.B.C.

4. The Green Walk area down around to by the Youth Centre has now also been cut back and tidied up by ML and Lee Hughes to improve this area of the town again so that it can be used by shoppers and local residents.

5. Other entrance points into the town have also been cut back by B.G.C.B.C..by King Street, by the traffic lights off the entrance road A467 into Abertillery Town and the garden area in between Station Hill and James Terrace although the last two will need as second re-cut and some fly tipping removed which was not taken on the first occasion.

The War Memorial entrance into Abertillery Town is normally litter picked by Cllr Allen Rees and War Memorial looked after by Green Fingers for ALCC, it has been noticed by ML after replacing a torn in half plastic poppy in the area that someone then tore another poppy in half a few weeks later plus three more smaller poppies on the front fence appear to have gone missing as well, ML then checked the positioning of the street surveillance cameras in the area with the old probably now unused camera facing in the wrong direction but another two what looked like possible new cameras positioned on the tower below it (confirmation required on these two new cameras and if they are in fact street surveillance cameras).

Cllr Rees is having an issue in the War Memorial area where he litter picks and leaves bags of rubbish to then be collected by B.G.C.B.C with someone else then also coming along and dumping their bags of rubbish by his collected full litter bags and the two litter bins in the recess area over there plus then they will also throw bags of rubbish over the fence in this area which he then has to clean up after them as well.

A proposal is being put forward by the SLWG to have a silent soldier bench positioned in this recess area and move the two litter bins, one over to by the nearby bus stop and the second bin over to by the two benches by the war memorial front entrance gate to help prevent excess bags of rubbish being dumped in this recess area plus also make this entrance point into Abertillery Town look a lot more clean and tidy.

123

Please can the SLWG also be updated on which WG is now responsible for the War Memorial area within Abertillery Town as the four lights are currently not working around the War Memorial Statue and Cllr RP mentioned that the ducts below these lights are flooded and needs to be cleaned out plus lights replaced at a cost of £1000.

6. Please can the SLWG be provided with it's spending budget for years 2020/21 to next April, plus updated current footfall figures provided for Abertillery Town from B.G.C.B.C.

Thanks and regards,

Cllr Mark Lewis,  
Cwmtillery Ward Community Councillor,  
Chairman ALCC / ATB Shop LOCAL Campaign WG,  
Abertillery & Llanhilleth Community Council.

124



*Agenda Item 9*

## **Abertillery and Llanhilleth Community Council (ALCC)**

### **Council Grant Application**

**(see criteria and process attached before applying)**

**Name and Address of group, organisation or project:**

Abertillery BG RFC, Abertillery Park, Glandwr Street, Abertillery

**Group Contact name:** .....Chris Wilkins.....

**Role in the group:** .....Committee member.....

**Telephone number:** ..... ..

**Email:**  
..... ..

**What are the aims of your project?** .....As a club we have recently taken over Abertillery Park from Blaenau Gwent CBC under Community Asset Transfer. We are hoping to renovate the dilapidated tearoom under the stand and renovate this room into a club / community venue for use by both the mini and junior sections of Abertillery BG RFC and the senior squad. In addition we envisage this facility to be used by all members of the Abertillery community ranging from mental health groups, rambler clubs, the engage group at the learning community, dementia friendly groups and the general public who are out for a walk and just fancy a cuppa whilst walking.....

**How does your project benefit the Abertillery and Llanhilleth area or its residents?** ...Abertillery Park was just voted as the most picturesque rugby venue in Britain by a national newspaper and at present the facility is used very infrequently. As a club we want to renovate underneath the stand in order for the park to be used by all members of the Abertillery community by not only using the facility to its fullest

on match days but to use the facility for a variety of other uses as stated above. By renovating underneath the stand we can transform the park into a community hub where all persons of all ages can use the facility whether it be for watching/playing local sport, attending a community group or going to an event.....

**Approx number of beneficiaries** .....thousands.....

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
Total refurb costs depending on finishes	£
	£
	£
Sub Total	£50,000+
B. Costs requested from ALCC	Amount (inc. VAT)
65" smart TV, club happy to meet the remainder of the cost	£979
	£
Sub Total	£
C. Total project costs (A + B) TOTAL	£50,979

Is the organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)

.....  
 .....  
 .....  
 .....

Payee name: ...Abertillery BG rfc fields and facilities.....

Name of person making the application:

Print Name: ...Chris Wilkins.....

Signed: .....C Wilkins.....

Date: .....13/09/20.....

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to: Town Clerk, Abertillery and Llanhilleth Community Council, Mitre Street, Abertillery, NP13 1AE or to [clerk.alcc@gmail.com](mailto:clerk.alcc@gmail.com)





Agenda Item 10

8/10/2020

Dear Richard

Position of Internal Auditor.

Further to our telephone conversation of today, I write to confirm my resignation, due to personal circumstances, as the Community Councils Internal Auditor with immediate effect.

May I take this opportunity to thank both you and Steve Edwards for all your help and support during my time as the Community Councils Internal Auditor and wish you, Steve, and the Community Council all the very best for the future.

Yours sincerely

Hyph O'Brien





Clerk Clerk &lt;clerk.alcc@gmail.com&gt;

**RE: Sofrydd Primary Governing Body**

1 message

*Agenda Item 11***Jones, Michelle** <Michelle.Jones@blaenau-gwent.gov.uk>

14 October 2020 at 07:34

To: Debbie Field &lt;wenalltisaf@gmail.com&gt;, "clerk.alcc@gmail.com" &lt;clerk.alcc@gmail.com&gt;

Cc: David Hutchings &lt;david.hutchings@sewaleseas.org.uk&gt;, "Davies, Susan" &lt;Susan.Davies@blaenau-gwent.gov.uk&gt;, "Collins, Joanne - Councillor" &lt;Joanne.Collins@blaenau-gwent.gov.uk&gt;, "Phillips, Lynn" &lt;Lynn.Phillips@blaenau-gwent.gov.uk&gt;

Hi Richard

I write on behalf of the LA and thought it would be helpful if I set out the current context of the school. The school is in a category identified as a school causing concern and whilst making satisfactory progress there is a need to strengthen the governing body, so it would be very much appreciated if the Community Council could deftly work with the COG's to secure an appointment.

Given the importance of this I have copied the correspondence to the Executive Member for Education and also the Interim Director of Education.

However, please do let me know if I can assist in anyway.

Good Wishes and stay safe.

Michelle

Michelle Jones  
Strategic Education Improvement Manager  
Telephone: 01495 355823

-----Original Message-----

From: Debbie Field [mailto:

Sent: 13 October 2020 15:27

To: clerk.alcc@gmail.com

Cc: David Hutchings &lt;david.hutchings@sewaleseas.org.uk&gt;; Jones, Michelle &lt;Michelle.Jones@blaenau-gwent.gov.uk&gt;; Davies, Susan &lt;Susan.Davies@blaenau-gwent.gov.uk&gt;

Subject: Sofrydd Primary Governing Body

Hi Richard

I've been given your contact details regarding the CC vacancy on our governing body. We have asked for an appointee from the CC but as yet I am not aware you have anyone you wish to nominate.

We are in the fortunate position of having 3 applicants for our GB and wondered if one of those could be the CC nominee? If you would like to ring me to discuss this my mobile number is

I look forward to hearing from you soon.

With kind regards

Debbie

Debbie Field  
Sofrydd Primary Chair of Governors

Sent from my iPhone

*131*

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r neges ebost hon, ynghyd ag unrhyw ffeiliau sydd ynghlwm wrthi, yn gyfrinachol ac at ddefnydd yr unigolyn neu sefydliad y cyfeiriwyd hi ato. Pe dderbynioch y neges hon mewn camgymeriad, byddwch mor garedig a rhoi gwybod i'r rheolwr system. Mae'r nodyn hwn hefyd yn cadarnhau bod y neges ebost hon wedi cael ei archwilio am bresenoldeb feirws cyfrifiadurol.

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132



# Independent Remuneration Panel for Wales

## Annual Report

## Contents

Introduction	4
1. The Panel's Framework: Principles of Members' Remuneration	7
2. Annual Report Summary Page	9
3. Payments to Elected Members of Principal Councils: Basic, Senior and Civic Salaries	10
4. Joint Overview and Scrutiny Committees (JOSC)	24
5. Pension Provision for Elected Members of Principal Councils	25
6. Entitlement to Family Absence	26
7. Payments to Members of National Park Authorities	27
8. Payments to Members of Welsh Fire and Rescue Authorities	31
9. Payments to Co-opted Members of Principal Councils, National Park Authorities and Fire & Rescue Authorities	35
10. Reimbursement of Costs of Care	37
11. Sickness Absence for Senior Salary Holders	38
12. Reimbursement of Travel and Subsistence Costs when on Official Business	40
13. Payments to Members of Community and Town Councils	42
14. Compliance with Panel Requirements	51
15. Salaries of Heads of Paid Service of Principal Councils and Fire and Rescue Authorities and Chief Officers of Principal Councils	52
Annex 1: The Panel's Determinations for 2020/21	55
Annex 2: Independent Remuneration Panel for Wales (IRPW) Regulations:	60
Annex 3: Schedule of member remuneration	75
Annex 4: Publication of Remuneration – the Panel's Requirements	77
Annex 5: Summary of new and updated determinations contained in this report	79

134

## 13. Payments to Members of Community and Town Councils

- 13.1 The Panel recognises a wide variation in geography, scope and scale across the 735 community and town councils in Wales, from small community councils with relatively minimal expenditure and few meetings to large town councils with significant assets and responsibilities.
- 13.2 The Panel has met with over 304 Councillors and Clerks representing 302 community and town councils in 17 meetings it held across Wales. The discussions re-confirmed the widely held view that the roles individual councils undertake varied significantly and in accordance with this wide variation, the responsibilities and accountabilities of councillors must also vary. Councillors managing income or expenditure of £1million and those delivering significant services, including some that might have been delegated from principal councils, are operating in a much more complex environment than a council with an annual budget of less than £30,000.
- 13.3 In the 2018 Annual Report the Panel formed 3 groups of community and town councils to reflect these differences based on the level of income *or* expenditure, whichever is the highest, in the previous financial year. These remain unchanged as set out in Table 9.

**Table 9: Community and Town Council Groupings**

<b>Community and Town Council Group</b>	<b>Income <i>or</i> Expenditure in 2019-2020 of:</b>
A	£200,000 and above
B	£30,000 - £199,999
C	Below £30,000

- 13.4 In order to act and carry out duties as a member of a community or town council all persons are required to make a formal declaration of acceptance of office. Following this declaration, members of community or town councils are then holders of elected office and occupy a role that is part of the Welsh local government structure. It is important to note that a person who follows this path is in a different position to those in other forms of activity, for example such as volunteering or charitable work, typically governed by the Charity Commission for England and Wales.
- 13.5 Under the Local Government (Wales) Measure 2011, community and town councils are relevant authorities for the purpose of remuneration.
- 13.6 Consequently, individuals who have accepted office as a member of a community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales. It is the duty of the proper officer of a council (usually the Council Clerk) to arrange for correct payments to be made to all individuals entitled to receive them.

135

- 13.7 Members should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to 'opt in' to receive payments.
- 13.8 An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so.
- 13.9 The Panel considers that any member who has personal support needs or caring responsibilities should be enabled to fulfil their role. Therefore, the Panel is mandating reimbursement of cost of care for all members of community and town councils as set out in Determination 48.
- 13.10 In each community and town council the proper officer should ensure there is ready access to proper reimbursements of costs of care to enable those eligible for reimbursement to participate in the democratic process. It is inappropriate for councils or councillors to create a climate, or otherwise pressurise others, in order to prevent persons accessing any monies to which they are entitled that may support them to participate in local democracy.
- 13.11 Members in receipt of a Band 1 or Band 2 senior salary from a principal council cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care. However, this does not preclude them from holding a senior role (Leader, Deputy Leader) without payment.
- 13.12 Table 10 sets out the actions that community and town councils must take annually in respect of each determination that follows.

#### **Payments towards costs and expenses**

- 13.13 The Panel continues to mandate a payment of £150 as a contribution to costs and expenses for members of all community and town councils.
- 13.14 For the avoidance of doubt this determination now includes all councils. Receipts are not required for these payments.

**Determination 42: 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.**

136



## Senior roles

- 13.15 The Panel recognises that specific member roles especially within the larger community and town councils, for example a committee chair, will involve greater responsibility. It is also likely that larger councils will have a greater number of committees, reflecting its level of activity. The Panel has therefore determined that councils in Group A must make available a payment for a minimum of one senior role and a maximum of five senior roles of £500 each. Councils in Groups B and C can pay up to five responsibility payments (of up to £500) for specified roles.
- 13.16 In all cases, a Councillor can only have one payment of £500 regardless of how many senior roles they hold within their Council.

**Determination 43: Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.**

**Determination 44: Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.**

- 13.17 Where a person is a member of more than one community or town council, they are eligible to receive the £150 and, if appropriate, £500 from each council of which they are a member.

## Reimbursement of travel costs and subsistence costs

- 13.18 The Panel recognises there can be significant travel and subsistence costs associated with the work of community and town council members, especially where the council area is geographically large and/or when engaging in duties outside this area. Each council has an option to pay travel and subsistence costs including travel by taxi if this is the only, or most appropriate, method of transport. Where a council does opt to pay travel and subsistence costs, the following determinations apply.

**Determination 45: Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.<sup>7</sup> Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:**

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per mile per passenger carried on authority business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

**Determination 46: If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:**

- £28 per 24-hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

### **Compensation for financial loss**

13.19 The Panel has retained the facility which councils may pay as compensation to their members where they suffer financial loss when attending approved duties. This figure has been updated in line with the most recent Office for National Statistics Annual Survey of Hours and Earnings - median salary for full time employees in Wales and the Average Actual Weekly Hours of Work for full-time workers (seasonally adjusted). Members must be able to demonstrate that the financial loss has been incurred. Each council has an option to pay compensation for financial loss and where it does the following determination applies.

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<sup>7</sup> Where a member who is on official business is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.

**Determination 47: Community and town councils can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as follows:**

- Up to £55.50 for each period not exceeding 4 hours
- Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours

### **Reimbursement of the costs of care**

- 13.20 The purpose of this is to enable people who have personal support needs and or caring responsibilities to carry out their duties effectively as a member of an authority. The Panel believes that the additional costs of care required to carry out approved duties should not deter people from becoming and remaining a member of an authority or limit their ability to carry out the role.
- 13.21 All members should be entitled to reimbursement of their care costs, up to the maximum of £403 per month, for activities that the individual council has designated official business or an approved duty. This might include, for example, appropriate and reasonable preparation and, or, travelling time. It is a matter for individual councils to determine specific arrangements to implement this.
- 13.22 The Panel recognises the issues relating to the publication of this legitimate expense. This is reflected in the change in the requirement for publication set out in Annex 4. To support current members and to encourage diversity the Panel urges authorities to promote and encourage greater take-up of the reimbursement of costs of care.

**Determination 48: All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members to enable them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.**

### **Civic Head and Deputy Civic Head**

- 13.23 Civic heads are senior posts within community and town councils. In addition to chairing major meetings the civic head is the 'ambassador' representing the council to a variety of institutions and organisations. The Panel requires that members should not have to pay themselves for any cost associated with carrying out these duties. This requirement also applies in respect of deputy civic heads.

- 13.24 The Panel recognises the wide range of provision made for civic heads in respect of transport, secretarial support, charitable giving and clothing – we consider these to be the council's civic budgets.
- 13.25 Funding decisions in relation to these civic budgets are not matters of personal remuneration for the post holder but relate to the funding required for the tasks and duties to be carried out. Councils remain free to set civic budgets at whatever levels they deem appropriate for the levels of civic leadership they have in place.
- 13.26 For the avoidance of doubt, costs in respect of, for example, transport (physical transport or mileage costs), secretarial support, charitable giving (purchasing tickets, making donations or buying raffle tickets) and clothing are not matters of personal remuneration for the individual holding the senior post. These should be covered by the civic budget.
- 13.27 Recognising that some mayors and chairs of community and town councils and their deputies are very active during their year of office, the Panel has determined that community and town councils can make a payment to the individuals holding these roles.
- 13.28 This is a personal payment to the individual and is entirely separate from covering the costs set out above.
- 13.29 The Panel has determined that the maximum payment to a chair or mayor of a community or town council is £1,500. The maximum payment to a deputy mayor or chair is £500.

**Determination 49: Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.**

**Determination 50: Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.**

## **Making Payments to members**

- 13.30 Table 10 sets out each of the above determinations and if a decision is required by the council in respect of each one.
- 13.31 In respect of the mandated payments where no decision is required by a council, members should receive monies to which they are properly entitled as a matter of course.
- 13.32 Where a decision is required by the council, this should be done at the first meeting following receipt of the Annual Report.
- 13.33 A council can adopt any, or all, of the non-mandated determinations but if it does make such a decision, it must apply to all its members.
- 13.34 When payments take effect from is set out in paragraphs 13.38 to 13.40 below.
- 13.35 On receipt of the draft Annual Report the previous autumn, councils should consider the determinations for the next financial year and use this to inform budget plans.

**Table 10**

<b>Determination Number</b>	<b>Is a decision required by council?</b>
<b>42</b> 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.	No - the payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it in writing.
<b>43</b> Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Yes – a council must decide how many payments of £500 it will make – to between 1 and 5 members unless they advise the appropriate officer in writing that they do not want to take it.
<b>44</b> Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Yes – it is optional to pay it for up to 5 members and, if it is paid, the amount (up to £500) must be decided.
<b>45</b> Community and town councils can make payments to each of their members in respect of travel costs	Yes – the payment of travel costs is optional.

for attending approved duties.	
<b>46</b> If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.	Yes – the payment of overnight subsistence expenses is optional.
<b>47</b> Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.	Yes – the payment of financial loss allowance is optional.
<b>48</b> All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month.	No - the payment is mandated for every member if they are eligible to claim, and wish to do so.
<b>49</b> Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500.	Yes – the payment to a Civic Head is optional.
<b>50</b> Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.	Yes – the payment to a Deputy Civic Head is optional.
<b>51</b> Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.	No - Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) can only receive travel and subsistence expenses and reimbursement of costs of care; if they are eligible to claim, and wish to do so.

13.36 All members are eligible to be paid the £150 as set out in Determination 42 from the start of the financial year; unless they are elected later in the financial year, in which case they are eligible for a pro-rata payment from that date.

13.37 Other amounts payable to members in recognition of specific responsibilities or as a civic head or deputy civic head as set out in Determinations 43,44, 48 and 49 are payable from the date when the member takes up the role during the financial year.

142

13.38 It is a matter for each council to make, and record, a policy decision in respect of:

- when the payment is actually made to the member;
- how many payments the total amount payable is broken down into;
- and whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

13.39 Payments in respect of Determinations 43, 44, 45 and 46 are payable when the activity they relate to has taken place.

13.40 As stated in paragraph 13.8 any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.

**Determination 51: Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.**

#### **Publicity requirements**

13.41 There is a requirement on community and town councils to publish details of all payments made to individual members in an annual Statement of Payments for each financial year. This information must be published on council noticeboards and or websites (with easy access) and provided to the Panel by email or by post no later than 30 September following the end of the previous financial year. The Panel draws attention to the requirements stipulated at Annex 4. The Panel is concerned that a significant number of councils are still in breach of this requirement.

