

(a)

MINUTES OF A MEETING OF THE FINANCE AND GRANTS COMMITTEE OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL (ALCC) HELD ON 7 July 2021 at 6:00pm in the Council Chamber Mitre Street, Abertillery

PRESENT: Councillors:

Gary Oakley (Chair), Beverley Lucas, Allen Rees, Nick Simmons.

Officers: Steve Edwards - Clerk

Others: None

ABSENT: Mark Lewis, Perry Morgan, Glyn Smith

1. APOLOGIES FOR ABSENCE AND WELCOMES

Apologies from Mark Lewis and Perry Morgan

2. DECLARATIONS OF INTEREST.

No Declarations of Interest.

The Clerk clarified that as the Chair of Council was attending the meeting then under the LGA Act 1972 and notwithstanding the Councils own standing Orders then the Chair of Council would Chair this Committee as the law took precedence over standing orders.

3. REVIEW OF 2021/2022 BUDGET AMOUNTS

The Chair went through the budget line by line and discussions were had concerning any recommendations that would be taken to Full Council.

The Committee **RESOLVED** that the following recommendations be taken to full Council.

- a. The Training budget be left at £900 but reviewed in the next quarter once Council had conducted a co-option process and knew how many new Councillors it would then have.
- b. The budget for BGCBC Youth workers be reduced from £54,000 to £32,644
- c. The budget for the Space Café be reduced from £40,000 to £21,000
- d. The budget for Defibrillators be increased from £1,000 to £6,000 this would enable Council to purchase a further 2 Public Access Defibrillators and continue a maintenance programme for existing units
- e. The budgets for Winterfest, Ffrindiau Tyleri and Rock and Blues festival to remain in place until further clarification on if these events would take place. Was received.
- f. The War Memorial Budget be increased from £1,500 to £5,000 to cover the cost of upgrade work of the lighting, installation of Benches, cleaning of stonework and re-alignment of flower beds.

The net effect of these recommendations would decrease the Councils budget for 2021/2022 by £31,856 which will be treated as contingency funds.

The meeting ended at 6:40 pm.

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 Steve Edwards, Clerk

DRAFT

(b)

Budget 2021/22 - Abertillery and Llanhilleth Community Council

	Budget 2021/2022	Spend YTD	Projected Spend	Budget proposal 2022/2023	Notes
Salaries: Town Clerk and Deputy Town Clerk					
Post	Total Council Cost				
1 Town Clerk NJC Spine Point 39 (25 Hours per week)	£31,700.00				
1 Deputy Town Clerk NJC Spine Point 28 (23 Hours per week)	£21,185.29				
Admin Assistant	£0.00				
Totals	£52,885.29	£21,324.00	£50,000.00	£54,452.66	There are a number of assumptions that have gone into calculating the staff costs for 2022/2023. (1) The NALC pay increase for 2021 has not yet been agreed so I have assumed a 5% increase for both 2021 and 2022. (2) Subject to satisfactory performance the Clerk will move up one pay scale point in Oct 2022. (3) The NI Health and Social Care surcharge has been included
Training and subscriptions					
2 Memberships of SLCC	£180.00	£0.00	£185.00	£400.00	Costs for two staff in SLCC
Training Budget for Officers including Conference Attendance	£400.00	£1,092.00	£1,092.00	£500.00	The major overspend is due a new Clerk being appointed and new training on the online accounting system.
Training Budget for Members	£500.00	£339.00	£339.00	£2,000.00	The increase for next year because elections are due in May 2021 so there may be a number of new Councillors
Totals	£1,080.00	£1,431.00	£1,616.00	£2,900.00	
Administration					
Upgrade of IT Equipment - 3 Laptops @ £750 each with encrypted hard drives	£0.00				To be removed from budget line
IT Eqt councillors	£0.00				To be removed from budget line
IT Support	£0.00				To be removed from budget line
Zoom	£168.00	£0.00	£168.00	£175.00	
Vimeo - Video Hosting Site	£0.00	£69.00	£69.00	£70.00	NEW LINE - Site that hosts recordings of Council meetings
Rias Accounting System	£200.00	£0.00	£200.00	£250.00	
Hosting of Cloud Based Accounting System - 3 Users	£360.00	£256.50	£342.00	£360.00	
VSM Hosted File Sharing - 18 users	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
65" Andriod Wireless Smart Monitor + wall brackets and installation	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Bank Charges	£400.00	£199.50	£400.00	£400.00	
Insurance	£800.00				
Professional Fees	£0.00	£631.00	£10,000.00	£10,000.00	The Council is incurring ongoing costs in dealing with legal advice and publishing notices around the Audit Wales Report on unlawful payments in 2014/2015. The projected spend includes some estimates on the on-going legal costs if Council decide to pursue
One Voice Wales Membership	£2,700.00	£0.00	£0.00	£0.00	I have made the assumption that Council will not be renewing its OVW membership
Printing and photocopying usage	£700.00	£240.38	£600.00	£700.00	
Printer Rental	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Internet and Phone (BT)	£250.00	£172.00	£300.00	£500.00	Increase due as we are now paying for internet
Web Hosting - Vision ICT	£250.00	£0.00	£250.00	£250.00	
Stationary and Postage	£750.00	£694.78	£750.00	£750.00	
Accountants (payroll)	£600.00	£300.00	£600.00	£600.00	
Information Commissioner	£50.00	£0.00	£50.00	£50.00	
Electricity from British Gas (Factory Unit)	£0.00	£0.00	£0.00	£0.00	
Internal Audit	£1,000.00	£0.00	£1,000.00	£1,000.00	£1000 to be moved into reserves
Travel and Mileage	£250.00	£0.00	£0.00	£250.00	
External Audit 2019/2020	£1,000.00	£0.00	£1,000.00	£1,000.00	£1000 to be moved into reserves
Welsh Water (Factory Unit)	£150.00	£101.54	£152.00	£155.00	
Marketing and Publicity (Well Being, leaflets)	£2,000.00	£0.00	£0.00	£0.00	
Totals	£11,628.00	£2,664.70	£15,881.00	£16,510.00	
Grants and Members Allowances					
£200 per Councillor - Ward Grants	£3,800.00	£0.00	£3,800.00	£3,800.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Chairman's Allowance (IRP Determination 49)	£1,500.00	£0.00	£0.00	£1,500.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Deputy Chairs Allowance (IRP Determination 50)	£500.00	£0.00	£0.00	£500.00	
Council Grants	£10,000.00	£7,433.00	£10,000.00	£10,000.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Specific Responsibilities Allowance (IRP Determination 43) 5 * £500	£2,500.00	£0.00	£0.00	£2,500.00	
Members Allowance (19*£150)	£2,850.00	£0.00	£750.00	£2,850.00	
Attendance Allowance £30 per member per meeting	£0.00	£0.00	£0.00	£11,400.00	
Totals	£21,150.00	£7,433.00	£14,550.00	£32,550.00	
Leisure and Tourism Committee					
Xmas Lights - Central Contract	£30,000.00	£0.00	£30,000.00	£30,000.00	
Llanhilleth Tenants and Residents - Christmas Lights	£3,000.00	£3,000.00	£3,000.00	£3,000.00	
Brynithel Community Centre - Christmas Lights	£1,500.00	£1,500.00	£1,500.00	£1,500.00	
Swffryd Community Centre - Christmas Lights	£1,500.00	£1,500.00	£1,500.00	£1,500.00	
Bourneville Christmas Lights	£1,500.00	£1,500.00	£1,500.00	£1,500.00	
Somerset Street - Christmas Lights extension	£0.00	£0.00	£0.00	£1,500.00	NEW LINE
WinterFest (ALCC Activities)	£2,000.00	£0.00	£0.00	£2,000.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Pfrindiau Tyleri (WinterFest and Aberfest)	£2,000.00	£0.00	£0.00	£2,000.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Abertillery Rock and Blues Festival	£1,000.00	£0.00	£0.00	£1,000.00	This amount has to be budgeted for, but because it is not spent year on year it can be excluded from the precept
Allotments	£600.00	£600.00	£600.00	£600.00	
War Memorial Maintenance	£1,500.00	£1,750.00	£1,750.00	£1,500.00	Slight overspend because the flower beds were resized at a cost of £400
Wreaths/Poppies/Remembrance Day	£500.00	£275.00	£275.00	£2,500.00	No additional lampost poppies were purchased this year. The budget proposals for next year include costs for Chapter 8 training, road closed signs and hi-Viz jackets
SWALEC Costs for Christmas Lights	£1,500.00	£1,798.83	£1,798.83	£1,800.00	
Totals	£46,600.00	£11,923.83	£41,923.83	£50,400.00	
Elective Spending Proposals					
Car Park - CAT	£0.00				To be removed from budget line
Abertillery Underpass - Repair Estimate	£0.00				To be removed from budget line
YOUTH ENGAGEMENT GROUP - Estimate					
BGCBC - Youth Workers	£54,000.00	£32,644.00	£32,644.00	£35,000.00	Underspend was transferred to Contingency. Budget for next year is for 3 youth workers (need to check with Greg Morgan actual costs)

On the Streets - Youth Services and food project	£40,000.00	£5,400.00	£21,000.00	£30,000.00	Underspend was transferred to Contingency. Budget for next year is for 3 youth workers (Need to check with Deb Pitts actual costs)
LEISURE AND TOURISM COMMITTEE					
Party in the Park	£13,000.00	£0.00	£0.00	£15,000.00	Increase for 2022 as last event held in 2019 so assume cost may have risen during that time. Budget for 2021 spent on drive in cinema
Fun Run	£3,000.00	£0.00	£0.00	£0.00	Now part of Planning and Environment Committee (see below)
Install benches at War Memorial	£1,000.00	£2,800.00	£2,800.00	£0.00	To be removed from budget line
Drive in Cinema	£0.00	£13,021.00	£13,021.00	£10,021.00	
Install Archway behind War Memorial	£0.00	£0.00	£0.00	£5,000.00	NEW LINE
Loneliness Project	£0.00	£0.00	£0.00	£5,000.00	NEW LINE
Concert Costs	£0.00	£0.00	£0.00	£500.00	NEW LINE
Pay for use Toilets (Self Cleaning) In Abertillery town centre	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
PLANNING AND ENVIRONMENT COMMITTEE WHICH INCORPORATES WELL BEING and SHOP LOCAL					
In Bloom	£5,000.00	£0.00	£5,000.00	£8,500.00	
Defibrillator Maintenance and additional units	£1,000.00	£3,397.00	£6,000.00	£6,000.00	Additional spend for current year is for 2 additional units and for signage. £6,000 for 2022/2023 to purchase and install two further units
War Memorial Maintenance (Bournville and BG)	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Second drone video of further down the valley	£0.00	£0.00	£0.00	£0.00	This may come under the shop local events budget
Weights for remaining council gazebos	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Halloween Event- Middle Tier of Multi Story Car Park	£0.00	£0.00	£0.00	£5,000.00	Best estimate
Car Boot Sale (Once a month)	£0.00	£0.00	£0.00	£5,000.00	NEW LINE - The £5,000 is just an indicative amount not based on any actual estimates)
Fun Run	£0.00	£0.00	£0.00	£5,000.00	
Outdoor cinema (St Michaels)	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Craft / Record Fayre	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Shop local events	£10,000.00	£470.00	£1,500.00	£3,000.00	
Food Festival - Closure of Church Street	£0.00	£0.00	£0.00	£0.00	To be removed from budget line
Total Elective Spend	£127,000.00	£57,732.00	£81,965.00	£133,021.00	
TOTAL BUDGET SPEND					
	£260,343.23	£102,508.53	£205,935.83	£289,833.66	

Projected underspend

£54,407.40

Precept Note: If the budget of £290,000 is agreed the precept request can be reduced from that figure to take into account £50,000 of this years underspend so the precept request would be for £240,000