

Financial report**As of 03/02/23**

Current account balance	£254,787
Reserves	£117,018

Accounting balance 31/03/22**Forecast for 31/03/23**

Current account	£194,383	£233,452
Earmarked funds	-£75,656	-£99,000
True financial position	£118,727	£134,452
Reserves	£107,118 (32%)	£117,018 (31%)

The Council continues to hold more public money than it should.

The Council needs to hold significant funds at the end of each financial year because it faces a big bill (for its youth engagement work) on 1 April.

However, at the end of the financial year 2021-22, the accounting balance of the Council's current account was more than £194,000. Even when we take account of the funds that were earmarked for the youth engagement bill, the Council still held £118,727 of 'spare' cash.

The Council set a precept (its income) £50,000 lower than its budget (its planned expenditure) in 2022-23. In other words, the Council planned to reduce the excess public money that it was holding by £50,000 during the financial year.

Our current forecast is that the accounting balance of the Council's current account at the end of 2022-23 will be more than £233,000. We face a bigger bill on 1 April this time round but, even when we take that into account, we find that it is likely that the amount of excess public money being held by the Council will have gone up – rather than down, as planned – during the financial year (to around £134,000).

At the January budget-setting meeting, Council set a precept that was £87,000 below its budget for 2023-24. Therefore, we hope to see the amount of excess public money that is held by the Council fall considerably during the next financial year.

The official guidance is that a community council's reserves (the money it holds to ensure that it can continue to operate even if it faces unexpected and unplanned expenditure during the year) should equate to between 25 percent and 100 percent of its planned expenditure for the year. Abertillery and Llanhilleth Community Council would expect to hold reserves at the lower end of that scale.

At the start of 2022-23, the Council's reserves equated to 32 percent of its planned expenditure. Our reserves will equate to 31 percent of the Council's expenditure at the start of 2023-24.

David Cartwright
Clerk

Committees

People and Communities Committee (formerly Leisure & Tourism Committee)

To support community cohesion within the community council area and to strengthen local communities' links with people and communities from elsewhere through the provision of, and support for, public events, projects and initiatives.

Members: Tracey Dyson (Chair), Michaela Assiratti, Ben Owen-Jones, Barrie Page, Josh Rawcliffe (2 vacancies).

The Committee will manage a budget of more than £100,000 in 2023-24 and, amongst other things, is responsible for:

- Christmas lights central contract and Christmas lights funding to local community groups
- Party in the Park
- Plans to provide free cinema film screenings for children during the summer holidays
- Co-ordination of local initiatives to combat loneliness and social isolation
- Community Fun Run planned for Sofrydd and Crumlin.
- Care of the Abertillery War Memorial and events connected with Remembrance Sunday
- Community Christmas carol and St David's Day concerts
- Grant funding to community events such as the Abertillery Rock and Blues Festival.

PlaCE – Planning, Commerce and the Environment Committee (formerly Planning & Environment Committee)

To support the responsible development and maintenance of the built and natural environment within the Community Council area.

To support the development and maintenance of conditions favourable to retail, commercial and business activities within the Community Council area through the provision of, and support for, events, projects and initiatives.

Members: Rob Phillips (Chair), Peter Adamson, Barrie Page, Josh Rawcliffe, Nick Simmons (2 vacancies).

The Committee will manage a budget of more than £50,000 in 2023-24 and, amongst other things, is responsible for:

- Town In Bloom
- Environmental projects such as reopening Abertillery's 'Green Walk', re-greening unused or derelict land and protecting open air art installations
- Allotments
- Considering the provision of community transport
- Provision and maintenance of community defibrillators
- Grant funding to town centre events such as WinterFest, SpringFest and AberFest

In addition, the committee responds to public planning consultations, statutory structural and local plans and other development control matters and nominates representatives to external bodies such as Abertillery Regeneration, the Blaenau Gwent Heritage Forum and the Local List of Buildings of Interest – Abertillery and District Working Group.

Community Empowerment Committee

Members: Barrie Page (Chair), Ben Owen-Jones, Josh Rawcliffe (2 vacancies).

The Committee will manage a budget of more than £100,000 in 2023-24. Its main duties are to:

- Measure and review the effectiveness, value-for-money and performance of Community Council-funded youth work.
- To liaise with external agencies to formulate proposals for future youth engagement initiatives.
- To formulate terms of reference for the Council's wider community empowerment work.

Finance and Grants Committee

To monitor, review and assist in the effective financial management of the Council.

Members: Glyn Smith (Chair), Peter Adamson, Rob Phillips, Mariola Walters, Graham White (2 vacancies)

The Committee's main duties are to:

- Ensure an adequate and effective system of internal audit and internal control
- Review the Council's draft accounts, draft Annual Return and draft Governance Statement
- Scrutinise draft budgets, and to make recommendations to the Responsible Financial Officer and to the Committees
- Ensure compliance with Financial Regulations.

The Committee also has responsibility for scrutinising expenditure and expenditure proposals, monitoring financial transactions and considering the criteria for, and administration of, Council Grants and Solar Farm Grants.

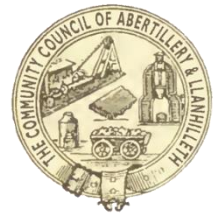
Blaenau Gwent Consultative Committee

Members: Roger Clark, Nick Simmons, Glyn Smith, Bernard Wall (1 vacancy).

The Committee has yet to formally agree its terms of reference but its main duty is to:

- Represent Abertillery and Llanhilleth Community Council at meetings of the Joint Committee of Local Councils in Blaenau Gwent and the Consultation with Blaenau Gwent County Borough Council.

Appendix 3



Abertillery and Llanhilleth Community Council

Policy and procedure for co-opting a new Councillor

This procedure is based on NALC Legal Briefing L15-08 – *Good practice for selection of candidates for co-option to local Councils*.

Community councils are permitted to exercise the power to co-opt a person on to the Council to fill a vacancy.

Although seeking “expressions of interest” is not a legal requirement, the National Association of Local Councils (NALC) recommends that councils always give public notice of vacancies because this makes the process of co-option open and transparent and should attract more potential candidates.

Abertillery and Llanhilleth Community Council will advertise its vacancies on its website to seek and encourage ‘expressions of interest’ within ten working days of the publication of the advertisement from anyone living or working in the Community Council area or within three miles of its boundaries who is eligible to stand as a community councillor. All potential candidates will be requested to put their request for consideration in writing by completing and returning an application form (see below) to be received, at the latest, by the Friday following the tenth day of publication of the advertisement.

Completed applications will be considered at the next Full Council meeting after eligible applications for co-option have been received:

- i. The Clerk will confirm that each candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80;
- ii. The Chairman will give opportunity for Members to debate the suitability of each candidate according to the ‘person specification’ criteria set out below and any personal statements requested from and provided by candidates. The Council will vote to determine whether each candidate is suitable to be offered co-option.
- iii. If the number of eligible and suitable candidates exceeds the number of vacancies advertised, Council will vote on their favoured candidate for co-option. An absolute majority vote is required for each candidate from all members present and entitled to vote (LGA 1972 Sch. 12. Para 39) The applicant with the fewest votes cast will be eliminated and the vote taken again until the number of candidates equals the number of vacancies;
- iv. If the successful candidate subsequently declines co-option, the vote taken under iv. above shall be taken to determine the order in which the remaining candidates shall be approached to offer co-option.

The Clerk will notify Electoral Services of the new Councillor appointment(s), initiate ‘acceptance of office’ paperwork and ‘registration of interests’ on the Council website.

CO-OPTED COUNCILLOR PERSON SPECIFICATION

Personal Attributes

- Sound knowledge and understanding of local affairs and the local community.
- Forward thinking
- Can bring a new skill, expertise or key local knowledge to the Council.

Experience, Skills, Knowledge and Ability

- Ability to listen constructively
- A good team player
- Ability to pick up and run with a variety of projects
- Solid interest in local matters
- Ability and willingness to represent the Council and their community
- Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others' views and accept majority decisions.
- Ability to communicate succinctly and clearly.
- Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.
- Ability and willingness to work with the Council's partners (e.g., voluntary groups, other Community Councils, principal authority, charities).
- Ability and willingness to undertake induction training and other relevant training.
- Experience of working or being a member in a local authority or other public body
- Experience of working with voluntary and or local community / interest groups
- Basic knowledge of legal issues relating to town and Community Councils or local authorities

Circumstances

- Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time and events in the evening and at weekends.

To: The Clerk
Abertillery & Llanhilleth Community Council
Council Offices
Mitre Street
Abertillery
NP13 1AE

Tel: 01495 217323
email: clerk.alcc@gmail.com

**APPLICATION FOR THE ROLE OF COMMUNITY COUNCILLOR
ON ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL**

Full name	
Home address incl. postcode	
Home telephone number	
Mobile number	
Email	
Of the wards for which vacancies have been advertised, which would you most wish to represent?	

It is a condition of being a Community Councillor for Abertillery and Llanhilleth that your phone number and email address (official email address will be supplied) be made public via notice boards and website.

**LEGAL QUALIFICATIONS FOR BEING A COMMUNITY COUNCILLOR
QUALIFICATIONS**

(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	Yes / No
Are you aged 18 or over?	Yes / No

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for a ward within the Abertillery & Llanhilleth Community Council area?	Yes / No
Have you lived either in the Abertillery & Llanhilleth Community Council area, or within three miles of its boundary, for at least a year?	Yes / No
Have you been the owner or tenant of land in the Abertillery & Llanhilleth Community Council area for at least a year?	Yes / No
Have you had your only or main place of work in the Abertillery & Llanhilleth Community Council area for at least a year?	Yes / No

DISQUALIFICATIONS

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes / No
Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes / No
Are you disqualified by order of a court from being a member of a local authority?	Yes / No

Please briefly outline of why you are interested in being a community councillor.

Please tell us something about the life experience you will bring to the Council. Examples may include previous local government experience, work in the voluntary or charitable sector, business or trade union experience etc

With reference to the Person Specification, please tell us something about the skills you feel you will bring to the Council plus details of, for example, professional qualifications, financial or project management expertise.

Signature:

Date:



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application

(see criteria and process attached before applying)

Name and Address of group, organisation or project:

Six Bells Community Centre

Group Contact name: ...Mike Kelly.....

Role in the group:

Treasurer.....

Telephone number:

...07709192808.....

Email:

...mikekelly.kelly07@gmail.com.....

What are the aims of your project?

...To upgrade the heating system at the centre the existing radiators are 25 years old and no longer are capable of heating the building to a comfortable temperature

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

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

The centre is used by a cross section of the community probably 80% of users are senior citizens. There is an arts and crafts club, an over 60s club and children's group. The centre is used mainly Monday to Friday with various parties and events on some

weekends.....

Approx number of beneficiaries

...80+.....

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
	£4.137
Match Funding	£2.500
	£
Sub Total	£1637
B. Costs requested from ALCC	Amount (inc.VAT)
	£500
	£
Sub Total	£500
C. Total project costs (A + B) TOTAL	£4137

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

 ...

Payee name: ...Six Bells Community Hall

Name of person making the application:

Print Name:
Michael Kelly

.....

Signed:

Date: ...25/01/2023.....

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



Abertillery and Llanhilleth Community Council (ALCC)

Council Grant Application

(see criteria and process attached before applying)

Name and Address of group, organisation or project:

BOURNVILLE SOCIAL INSTITUTE - WILLIAM POWELL MEN
HALL.
BOURNVILLE ROAD, ABERTILLERY NP13 3EN.

Group Contact name: Alan Williams.

Role in the group: Treasurer.

Telephone number: 01495 291465.

Email: zoebevans@icloud.com (acting Secretary).

What are the aims of your project? To renew the central heating boiler in the building, the previous boiler was the original from when the building was built - 30 years ago. Parts have become obsolete. Advised to renew boiler on annual service. Many repairs had been carried out over the years. But now lack of availability of parts - we needed to renew boiler.

How does your project benefit the Abertillery and Llanhilleth area or its residents? The hall is used by members of the community for meetings, children's parties etc. It is imperative to have working heating system in the building. We have community events - Jubilee, Halloween / Christmas - to include adults + children in the area.

Approx number of beneficiaries The community of Bournville + Roseheavorth will all benefit from the heating in working order in the hall.

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
Donated by Malcolm Day (Glr)	£ 50.00
Money from funds (William Powell Memorial Hall account)	£ 1,431.00
	£
Sub Total	£ 1,481.00
B. Costs requested from ALCC	Amount (inc. VAT)
	£ 300.00
	£
Sub Total	£
C. Total project costs (A + B) TOTAL	£ 1,781.00

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

Payee name: BOURNVILLE SOCIAL INST WILLIAM POWELL MEM HALL

Name of person making the application:

Print Name: ALAN WILLIAMS

Signed: A. Williams

Date: 30-1-23

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

* PLEASE NOTE - NEW BOILER WAS FITTED ON
 16/17 November 2022 by
 Peter O'Neill (Services) Ltd

Peter O'Neill (Services) Ltd.
Unit 1, Grange Industrial Estate
Llanfrechfa Way, Cwmbran, Gwent NP44 8HQ
Tel: (01633) 627205
Fax: (01663) 627201
VAT Registration No 542 6014 73
Company Reg. No: 2501489



Gas, Oil and Solid Fuel Heating
Appliance
Service and Maintenance Engineers

PAYED ON
22-11-22

41870-00
PAID

MR. WILLIAMS
LandLord Owner
3 BOURNVILLE ROAD
BLAINA
Blaenau Gwent
NP13 3EL

Date: 18-Nov-2022
Invoice No: 32930
Call No: 153787
Call Received: 10-Nov-2022 10:49

Your Order Ref:

INVOICE

ENGINEER REPORT

Works completed at : Bournville Communal Hall, BLAINA, NP13 3EL

Installation Work : FITTED IDEAL LOGIC 30 CONDENSING BOILER Completed On: 17/11/2022

Call Out Charge / Quotation:	£1,484.17
Contract Cost:	£0.00
Extra Contract Features Cost:	£0.00
Labour 0.0 hours:	£0.00
Parts Cost:	£0.00
Contract Surcharge:	£0.00
Contract Discount:	£0.00
Sub Total:	£1484.17
VAT:	£296.83
Invoice Total:	£1,781.00
Paid on Account:	£0.00
Balance Now Due:	£1781.00

PAYMENT TERMS ARE 7 DAYS FROM THE
DATE OF INVOICE.

**FAILURE TO PAY ON TIME MAY RESULT IN
LATE PAYMENT PENALTIES**

Please fill in and return the below remittance slip with your payment, thank you.

Contract / Invoice: / 32930

Bournville Communal Hall
BLAINA
NP13 3EL

Date: _____ Payment Amount: _____

Name: _____

Signed: _____