

## Local Government Services Pay Agreement 2025/26

	01-Apr-24		01-Apr-25		Scale ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
2	£23,656	£12.26	£24,413	£12.65	Below LC Scale (for staff other than clerks)
3	£24,027	£12.45	£24,796	£12.85	
4	£24,404	£12.65	£25,185	£13.05	
5	£24,790	£12.85	£25,583	£13.26	
5	£24,790	£12.85	£25,583	£13.26	LC1 (below substantive range)
6	£25,183	£13.05	£25,989	£13.47	
7	£25,584	£13.26	£26,403	£13.69	LC1 (substantive benchmark range)
8	£25,992	£13.47	£26,824	£13.90	
9	£26,409	£13.69	£27,254	£14.13	
10	£26,835	£13.91	£27,694	£14.35	
11	£27,269	£14.13	£28,142	£14.59	
12	£27,711	£14.36	£28,598	£14.82	LC1 (above substantive range)
13	£28,163	£14.60	£29,064	£15.06	
14	£28,624	£14.84	£29,540	£15.31	
15	£29,093	£15.08	£30,024	£15.56	
16	£29,572	£15.33	£30,518	£15.82	
17	£30,060	£15.58	£31,022	£16.08	LC2 (below substantive range)
18	£30,559	£15.84	£31,537	£16.35	
19	£31,067	£16.10	£32,061	£16.62	

20	£31,586	£16.37	£32,597	£16.90	
21	£32,115	£16.65	£33,143	£17.18	
22	£32,654	£16.93	£33,699	£17.47	
23	£33,366	£17.29	£34,434	£17.85	
24	£34,314	£17.79	£35,412	£18.35	LC2 (substantive benchmark range)
25	£35,235	£18.26	£36,363	£18.85	
26	£36,124	£18.72	£37,280	£19.32	
27	£37,035	£19.20	£38,220	£19.81	
28	£37,938	£19.66	£39,152	£20.29	
29	£38,626	£20.02	£39,862	£20.66	LC2 (above substantive benchmark range)
30	£39,513	£20.48	£40,777	£21.14	
31	£40,476	£20.98	£41,771	£21.65	
32	£41,511	£21.52	£42,839	£22.20	
33	£42,708	£22.14	£44,075	£22.85	LC3 (below substantive range)
34	£43,693	£22.65	£45,091	£23.37	
35	£44,711	£23.17	£46,142	£23.92	
36	£45,718	£23.70	£47,181	£24.46	
37	£46,731	£24.22	£48,226	£25.00	LC3 (substantive benchmark range)
38	£47,754	£24.75	£49,282	£25.54	
39	£48,710	£25.25	£50,269	£26.06	
40	£49,764	£25.79	£51,356	£26.62	
41	£50,788	£26.32	£52,413	£27.17	
42	£51,802	£26.85	£53,460	£27.71	

43	£52,805	£27.37	£54,495	£28.25	LC3 (above substantive benchmark range)
44	£54,071	£28.03	£55,801	£28.92	
45	£55,367	£28.70	£57,139	£29.62	
46	£56,708	£29.39	£58,523	£30.33	LC4 (below substantive range)
47	£58,064	£30.10	£59,922	£31.06	
48	£59,300	£30.74	£61,198	£31.72	
49	£60,903	£31.57	£62,852	£32.58	
50	£62,377	£32.33	£64,373	£33.37	LC4 (substantive benchmark range)
51	£63,881	£33.11	£65,925	£34.17	
52	£65,943	£34.18	£68,053	£35.27	
53	£68,000	£35.25	£70,176	£36.37	
54	£70,065	£36.32	£72,307	£37.48	
55	£72,145	£37.39	£74,454	£38.59	LC4 (above substantive benchmark range)
56	£74,198	£38.46	£76,572	£39.69	
57	£76,277	£39.54	£78,718	£40.80	
58	£78,315	£40.59	£80,821	£41.89	
59	£80,247	£41.59	£82,815	£42.93	
60	£82,221	£42.62	£84,852	£43.98	
61	£84,243	£43.67	£86,939	£45.06	
62	£86,319	£44.74	£89,081	£46.17	

Hourly rates have been calculated using the NJC-agreed formula: annual salary divided by 52.143 weeks (which is 365 days divided by 7) divided by 37 hours (the standard working week).

**May Bank Reconciliation****Current Account**

<b>Date</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>	<b>In/Out</b>
01/05/2025	399.39	Neil Milkins	Town in Bloom (Community Plants)	Out
01/05/2025	150.00	Steve Overton	Six Bells Centenary - Stewards	Out
01/05/2025	5.00	Sandra Lindsay	Six Bells Centenary - Stall	In
08/05/2025	50.00	JJ Desserts	PitP Food Van	In
12/05/2025	50.61	Neil Milkins	Town in Bloom (Community Plants)	Out
12/05/2025	590.00	Masquerade	Springfest	Out
12/05/2025	50.00	Six Bells Bowls Club	Centenary Electricity Fee	Out
12/05/2025	224.40	Western Electrical	Defib Installation at Aberbeeg	Out
12/05/2025	26.00	Tracey Dyson	Town in Bloom (Community Plants)	Out
12/05/2025	200.00	Awen	Rock & Blues Festival	Out
12/05/2025	954.00	Quantum Traffic Management	Viaduct Run	Out
12/05/2025	88.80	TAFY	2X New Planters (Sofrydd)	Out
13/05/2025	50.00	Maple Crepe Company	PitP Food Van	In
15/05/2025	110.00	The Poppy Appeal	4x Wreaths	Out
15/05/2025	80.00	Molly Jones	Eyetest & Glasses	Out
15/05/2025	1000.00	Ebenezer Baptist Church	Council Grant	Out
15/05/2025	1766.00	Six Bells TRA	Council Grant	Out
15/05/2025	303.00	Cwtch Media	Viaduct Run	Out
15/05/2025	354.00	IAC Audit	Internal Audit	Out
15/05/2025	100.00	DVX Productions	Six Bells Centenary - Photos	Out
15/05/2025	240.00	Thomas Waste	Six Bells Centenary	Out
15/05/2025	23.32	Tracey Dyson	Six Bells Centenary - Costume	Out
15/05/2025	60.00	Tracey Dyson	Six Bells Centenary - Princess Act	Out
15/05/2025	50.00	Neils Cuisine	PitP Food Van	In
16/05/2025	76.00	Multipay Card	Monthly Fee £3.00 & Springfest Trading License	Out
20/05/2025	15.00	Transfer from Reserves	Stallholder fee (paid into reserve a/c)	In
21/05/2025	138.07	Go Cardless	Printing & Photocopying	Out
23/05/2025	1176.38	Zurich Insurance	Ffrindiau Tyleri Insurance	Out
23/05/2025	100.00	Mathew Williams	Aberfest Entertainment Deposit	Out

23/05/2025	85.00	Abertillery Ladies Choir	Chair's Charity	Out
23/05/2025	85.00	Chillax Charity	Chair's Charity	Out
23/05/2025	15.00	Cash Deposit	Stallholder fee	In
27/05/2025	10.00	Dug Paterson	PitP Stall Fee	In
28/05/2025	30.00	Mrs Jennings	PitP Stall Fee	In
29/05/2025	100.00	Slic Training	Six Bells Centenary First Aid (Friday)	Out
29/05/2025	1368.00	Quantum Traffic Management	Six Bells Centenary	Out
31/05/2025	15.30	Service Charge	Bank Charges	Out
<b>Reserve Account</b>				
02/05/2025	14488.39	HMRC	VAT Reclaim 24/25	In
08/05/2025	15.00	Abertillery Stute	Stallholder Fee (paid into reserve but transferred to current)	In
20/05/2025	15.00	Abertillery Stute	Transferred into current account	Out
<b>CCLA</b>				
02/05/2025	384.27	CCLA SC4 Income	Investment return in	In

## Bank Reconciliation up to 31/05/2025 for Cashbook No 4 - Unity Trust Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
01/05/2025	BACS	399.39		399.39		R <input checked="" type="checkbox"/>	Neil Milkins ✓
01/05/2025	BACS	150.00		150.00		R <input checked="" type="checkbox"/>	Steve Overton ✓
01/05/2025	SBP STALL		5.00	5.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
08/05/2025	PITP Stall		50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
12/05/2025	BACS	88.80		88.80		R <input checked="" type="checkbox"/>	Tillery Action For You Ltd ✓
12/05/2025	BACS	224.40		224.40		R <input checked="" type="checkbox"/>	Western Electrical Installatio ✓
12/05/2025	BACS	50.00		50.00		R <input checked="" type="checkbox"/>	Six Bells Bowis Club ✓
12/05/2025	BACS	200.00		200.00		R <input checked="" type="checkbox"/>	Awen ✓
12/05/2025	BACS	954.00		954.00		R <input checked="" type="checkbox"/>	Quantum Traffic Managment ✓
12/05/2025	BACS	590.00		590.00		R <input checked="" type="checkbox"/>	Masquerade ✓
12/05/2025	BACS	26.00		26.00		R <input checked="" type="checkbox"/>	Tracey Dyson ✓
12/05/2025	BACS	50.61		50.61		R <input checked="" type="checkbox"/>	Neil Milkins ✓
13/05/2025	PitP		50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
15/05/2025	CHEQUE	110.00		110.00		R <input checked="" type="checkbox"/>	The Poppy Appeal ✓
15/05/2025	BACS	60.00		60.00		R <input checked="" type="checkbox"/>	Cll. Tracey Dyson ✓
15/05/2025	BACS	23.32		23.32		R <input checked="" type="checkbox"/>	Cllr. Tracey Dyson ✓
15/05/2025	BACS	240.00		240.00		R <input checked="" type="checkbox"/>	Thomas Waste Management ✓
15/05/2025	BACS	100.00		100.00		R <input checked="" type="checkbox"/>	DVX Productions ✓
15/05/2025	BACS	354.00		354.00		R <input checked="" type="checkbox"/>	IAC Audit and Consultancy Ltd ✓
15/05/2025	BACS	303.00		303.00		R <input checked="" type="checkbox"/>	Cwtch Media ✓
15/05/2025	BACS	1,766.00		1,766.00		R <input checked="" type="checkbox"/>	Six Bells T&R ✓
15/05/2025	BACS	1,000.00		1,000.00		R <input checked="" type="checkbox"/>	Ebenezer Baptist Church ✓
15/05/2025	BACS	80.00		80.00		R <input checked="" type="checkbox"/>	Molly Jones ✓
15/05/2025	PitP		50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
16/05/2025	CHARGES	3.00		3.00		R <input checked="" type="checkbox"/>	Lloyds Multipay Card ✓
16/05/2025	DD	73.00		73.00		R <input checked="" type="checkbox"/>	Lloyds Bank (Multipay Card) ✓
20/05/2025	SB Stall		5.00	5.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
20/05/2025	Stall Fee		10.00	10.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
22/05/2025	DD	138.07		138.07		R <input checked="" type="checkbox"/>	AR Digital ✓
22/05/2025	000032		15.00	15.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
23/05/2025	BACS	1,176.38		1,176.38		R <input checked="" type="checkbox"/>	Zurich Insurance ✓
23/05/2025	BACS	100.00		100.00		R <input checked="" type="checkbox"/>	Mathew Williams ✓
23/05/2025	BACS	85.00		85.00		R <input checked="" type="checkbox"/>	Chillax ✓
23/05/2025	BACS	85.00		85.00		R <input checked="" type="checkbox"/>	Abertillery Ladies Choir ✓
27/05/2025	PitP		10.00	10.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
28/05/2025	PitP		30.00	30.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked ✓
29/05/2025	BACS	1,368.00		1,368.00		R <input checked="" type="checkbox"/>	Quantum Traffic Managment ✓
29/05/2025	BACS	100.00		100.00		R <input checked="" type="checkbox"/>	Slic Training ✓
31/05/2025	CHARGES	15.30		15.30		R <input checked="" type="checkbox"/>	Unity Trust Bank ✓
31/05/2025	CHARGES	15.30		15.30		R <input checked="" type="checkbox"/>	Unity Trust Bank ✓
31/05/2025	CHARGES	-15.30		-15.30		R <input checked="" type="checkbox"/>	Unity Trust Bank ✓
		9,913.27	225.00				

Councillor 1:

Name

Stephen Bard

Signed



Date

25/7/25

Bank Reconciliation up to 31/05/2025 for Cashbook No 4 - Unity Trust Current

Councillor 2:

Name

LUCY HARMER

Signed



Date

25/7/25.

Bank Reconciliation Statement as at 31/05/2025  
for Cashbook 4 - Unity Trust Current

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current	30/05/2025		97,828.96
			<u>97,828.96</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			97,828.96
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			97,828.96
		Balance per Cash Book is :-	97,828.96
		Difference is :-	0.00

Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25

Councillor 2:

Name Lucy Hinkmer Signed [Signature] Date 25/7/25



Bank Reconciliation Statement as at 31/05/2025  
for Cashbook 5 - Unity Trust Reserve

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Reserve Account	31/05/2025		65,715.16
			<u>65,715.16</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			65,715.16
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			65,715.16
		Balance per Cash Book is :-	65,715.16
		Difference is :-	0.00

## Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25

## Councillor 2:

Name Lucy Harmer Signed [Signature] Date 25/7/25

## Bank Reconciliation up to 31/05/2025 for Cashbook No 5 - Unity Trust Reserve

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/05/2025	HMRC VTR		14,488.39	14,488.39 ✓		R <input type="checkbox"/>	Receipt(s) Banked
08/05/2025	PiTP Stall		15.00	15.00 ✓		R <input type="checkbox"/>	Receipt(s) Banked
20/05/2025	TNSFR	15.00		15.00 ✓		R <input type="checkbox"/>	ALCC
		15.00	14,503.39				

## Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25.

## Councillor 2:

Name Lucy Harmer Signed [Signature] Date 25/7/25.

Bank Reconciliation Statement as at 31/05/2025  
for Cashbook 6 - CCLA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA	31/05/2025		105,169.43
			<u>105,169.43</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			105,169.43
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			105,169.43
		Balance per Cash Book is :-	105,169.43
		Difference is :-	0.00

Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25

Councillor 2:

Name [Signature] Signed [Signature] Date 25/7/25

Date: 06/06/2025

**Abertillery & Llanhilleth Community Counc Current Year**

Page 1

Time: 08:57

User: STEVE

**Bank Reconciliation up to 31/05/2025 for Cashbook No 6 - CCLA**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/05/2025	CCLAINCOME		384.27	384.27		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>384.27</u>				

**Councillor 1:**

Name Stephen Borel Signed [Signature] Date 25/7/25.

**Councillor 2:**

Name Lugharmer Signed [Signature] Date 25/7/25

**June Bank Reconciliation****Current Account**

<b>Date</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>	<b>In/Out</b>
02/05/2025	14488.39	HMRC	VAT reclaim	In
02/05/2025	14488.39	HMRC	VAT reclaim ADMIN ERROR - Cxl'd	-
02/06/2025	1400.00	K-Style	Council Grant	Out
05/06/2025	25.00	Gelli Crug Allotment	Rent	In
09/06/2025	175.00	Cwtch Media	Viaduct Run	Out
09/06/2025	960.00	121 Medical Services	First Aid - PitP	Out
09/06/2025	712.50	Event Higher	PitP Climbing Wall	Out
09/06/2025	100.00	Delicious Dee	PitP Singer	Out
09/06/2025	600.00	Circus of Positivity	PitP	Out
09/06/2025	285.00	Greenfingers	Grass Cutting	Out
09/06/2025	1710.00	Green Room Power	PitP Stage Balance	Out
09/06/2025	50.00	E Chappell	PitP Food Van Payment	In
10/06/2025	10.00	Stallholder	PitP Stall	In
16/06/2025	65.00	One Voice Wales	Cllr. Training (Peter)	Out
16/06/2025	65.00	One Voice Wales	Cllr. Training (Lucy)	Out
16/06/2025	80.00	Jade Lapping	Viaduct Run - Face Painter	Out
16/06/2025	19.79	Lloyds Bank	Condiments - Six Bells Centenary	Out
16/06/2025	73.00	Lloyds Bank	BGCBC Street License - Aberfest	Out
16/06/2025	3.00	Lloyds Bank	Multipa Card Monthly Fee	Out
16/06/2025	106.78	Viking	Stationery	Out
16/06/2025	50.00	L Webb	PitP Food Van Payment	In
20/06/2025	500.00	Abertillery BG RFC	PitP Venue Hire	Out
20/06/2025	300.00	The Mollusks	PitP Band	Out
20/06/2025	327.00	A1 Jump & Bounce	PitP	Out
20/06/2025	95.00	Greenfingers	Grass Cutting	Out
20/06/2025	240.00	Paul Midgley	PitP Drummer	Out
20/06/2025	720.00	Deal a Party.Com	Llanhilleth Summer Fete	Out
23/06/2025	111.48	AR Digital	Printing & Photocopying	Out

	23/06/2025	-50.00 S Jones	PitP Food Van (payment cancelled by mistake)	
	23/06/2025	50.00 Mr Potato Ed	PitP Food Van (payment re-entered)	
	23/06/2025	50.00 Mr Potato Ed	PitP Food Van - Refund	Out
	30/06/2025	2.40 Unity Trust	Bank Charges	Out
	30/06/2025	11.10 Unity Trust	Bank Charges	Out
<b>Reserve Account</b>				
	30/06/2025	353.64 Credit Interest	Credit Interest	In
<b>CCLA</b>				
	03/06/2025	386.85 CCLA SC4 Income	Investment return in	In

## Bank Reconciliation up to 30/06/2025 for Cashbook No 4 - Unity Trust Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/05/2025	HMRC VTR		14,488.39	14,488.39		R <input type="checkbox"/>	Receipt(s) Banked
02/05/2025	HMRC VTR		-14,488.39	-14,488.39		R <input type="checkbox"/>	Receipt(s) Banked
02/06/2025	BACS	1,400.00		1,400.00		R <input type="checkbox"/>	K-Style/AYDMS
05/06/2025	Gelli Crug		25.00	25.00		R <input type="checkbox"/>	Receipt(s) Banked
09/06/2025	BACS	175.00		175.00		R <input type="checkbox"/>	Cwtch Media
09/06/2025	BACS	960.00		960.00		R <input type="checkbox"/>	121 Medical Services
09/06/2025	BACS	712.50		712.50		R <input type="checkbox"/>	Event Higher
09/06/2025	BACS	100.00		100.00		R <input type="checkbox"/>	Delicious Dee
09/06/2025	BACS	600.00		600.00		R <input type="checkbox"/>	Circus of Positivity
09/06/2025	BACS	285.00		285.00		R <input type="checkbox"/>	Greenfingers
09/06/2025	BACS	1,710.00		1,710.00		R <input type="checkbox"/>	Green Room Power
09/06/2025	Chappell E		50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
10/06/2025			10.00	10.00		R <input type="checkbox"/>	Receipt(s) Banked
16/06/2025	BACS	65.00		65.00		R <input type="checkbox"/>	One Voice Wales
16/06/2025	BACS	65.00		65.00		R <input type="checkbox"/>	One Voice Wales
16/06/2025	BACS	80.00		80.00		R <input type="checkbox"/>	Jade Lapping
16/06/2025	DD	19.79		19.79		R <input type="checkbox"/>	Lloyds Bank
16/06/2025	DD	73.00		73.00		R <input type="checkbox"/>	Lloyds Bank
16/06/2025	DD	3.00		3.00		R <input type="checkbox"/>	Lloyds Bank
16/06/2025	BACS	106.78		106.78		R <input type="checkbox"/>	Viking Payments
16/06/2025	L Webb		50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
20/06/2025	BACS	500.00		500.00		R <input type="checkbox"/>	Abertillery BG RFC
20/06/2025	BACS	300.00		300.00		R <input type="checkbox"/>	The Mollusks
20/06/2025	BACS	327.00		327.00		R <input type="checkbox"/>	A1 Jump and Bounce
20/06/2025	BACS	95.00		95.00		R <input type="checkbox"/>	Andrew Sheehy Green Fingers
20/06/2025	BACS	240.00		240.00		R <input type="checkbox"/>	Paul Midgley
20/06/2025	BACS	720.00		720.00		R <input type="checkbox"/>	Deal A Party.Com
23/06/2025	DDR	111.48		111.48		R <input type="checkbox"/>	AR Digital
23/06/2025	BACS	-50.00		-50.00		R <input type="checkbox"/>	S Jones Mr Pot Ed
23/06/2025	BACS	50.00		50.00		R <input type="checkbox"/>	Mr Potato Ed
23/06/2025	BACS	50.00		50.00		R <input type="checkbox"/>	S Jones Mr Potato Ed
30/06/2025	CHARGES	2.40		2.40		R <input type="checkbox"/>	Unity Trust Bank
30/06/2025	CHARGES	11.10		11.10		R <input type="checkbox"/>	Unity Trust Bank
		8,712.05	135.00				

## Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25

## Councillor 2:

Name LUCY HARMER Signed [Signature] Date 25/7/25

Bank Reconciliation Statement as at 30/06/2025  
for Cashbook 4 - Unity Trust Current

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current	30/06/2025		89,251.91
			<u>89,251.91</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			89,251.91
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			89,251.91
		Balance per Cash Book is :-	89,251.91
		Difference is :-	0.00

## Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25.

## Councillor 2:

Name LUCY HAMMER Signed [Signature] Date 25/7/25.



Date: 02/07/2025

## Abertillery &amp; Llanhilleth Community Council Current Year

Page 1

Time: 09:21

User: STEVE

## Bank Reconciliation up to 30/06/2025 for Cashbook No 5 - Unity Trust Reserve

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/06/2025	Credit Int		353.64	353.64		R <input type="checkbox"/>	Receipt(s) Banked
		0.00	353.64				

## Councillor 1:

Name

Stephen Bard

Signed



Date

25/7/25

## Councillor 2:

Name

Lucy Hume

Signed



Date

25/7/25

**Bank Reconciliation Statement as at 30/06/2025  
for Cashbook 5 - Unity Trust Reserve**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Reserve Account	30/06/2025		66,068.80
			<u>66,068.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			66,068.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			66,068.80
		Balance per Cash Book is :-	66,068.80 ✓
		Difference is :-	0.00

**Councillor 1:**Name Stephen Bard Signed [Signature] Date 25/7/25**Councillor 2:**Name LUCY HARMER Signed [Signature] Date 25/7/25

Date: 07/07/2025

**Abertillery & Llanhilleth Community Counc Current Year**

Page 1

Time: 10:41

User: STEVE

**Bank Reconciliation up to 30/06/2025 for Cashbook No 6 - CCLA**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/06/2025	CCLA		386.85	386.85		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>386.85</u>				

**Councillor 1:**

Name Stephen Bard Signed [Signature] Date 25/7/25

**Councillor 2:**

Name LUCY HARMER Signed [Signature] Date 25/7/25

Bank Reconciliation Statement as at 30/06/2025  
for Cashbook 6 - CCLA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA	30/06/2025		105,556.28
			<u>105,556.28</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			105,556.28
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			105,556.28
		Balance per Cash Book is :-	105,556.28
		Difference is :-	0.00

## Councillor 1:

Name Stephen Bard Signed [Signature] Date 25/7/25

## Councillor 2:

Name LUCY HARMER Signed [Signature] Date 25/7/25

**August Bank Reconciliation****Current Account**

<b>Date</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>	<b>In/Out</b>
04/08/2025	300.00	Lights Out	Band - Llanhilleth Summer Fete	Out
04/08/2025	330.00	Tony Balloon Man	Llanhilleth Summer Fete	Out
04/08/2025	50.00		Adam St. Allotment - Rent 24/25	In
12/08/2025	240.00	Paul Midgley	Llanhilleth Summer Fete	Out
12/08/2025	630.00	Off the Streets	Llanhilleth Summer Fete	Out
12/08/2025	1600.00	Six Bells Tennis Club	Loneliness Grant	Out
12/08/2025	3500.00	TAFY	Q1 Town in Bloom	Out
12/08/2025	100.00	Kirsty Prosser	Llanhilleth Summer Fete	Out
18/08/2025	3.00	Lloyds Debit Card	Monthly Card Fee	Out
21/08/2025	45.17	Go Cardless (AR digital)	Printing & Photocopying	Out
27/08/2025	50.00	Wales in Bloom	Wales in Bloom Awards	Out
27/08/2025	600.00	Llanhilleth Institute	Llanhilleth Ward Grant	Out
27/08/2025	338.41	Microshade	IT Hosting Fees (July)	Out
27/08/2025	338.41	Microshade	IT Hosting Fees (August)	Out
27/08/2025	43.86	Ffrindiau Tyleri	Town in Bloom Community Tubs	Out
31/08/2025	13.20	Unity Bank	Bank Charges	Out

**Reserve Account**

31/08/2025                      No transactions

**CCLA**

31/08/2025            380.28    CCLA SC4 Income                      Investment return                      In

## Bank Reconciliation up to 31/08/2025 for Cashbook No 4 - Unity Trust Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
✓ 01/08/2025	BACS	100.00		100.00		R <input type="checkbox"/>	Llanhilleth Institute
✓ 01/08/2025	BACS	-100.00		-100.00		R <input type="checkbox"/>	Llanhilleth Institute
✓ 04/08/2025	BACS	330.00		330.00		R <input type="checkbox"/>	A gillard (Tony Balloon Man)
✓ 04/08/2025	BACS	300.00		300.00		R <input type="checkbox"/>	Lights Out (Band)
✓ 04/08/2025	000040		50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
✓ 12/08/2025	BACS	100.00		100.00		R <input type="checkbox"/>	Kirsty Prosser
✓ 12/08/2025	BACS	3,500.00		3,500.00		R <input type="checkbox"/>	Tillery Action For You Ltd
✓ 12/08/2025	BACS	240.00		240.00		R <input type="checkbox"/>	Paul Midgley
✓ 12/08/2025	BACS	630.00		630.00		R <input type="checkbox"/>	Off the Streets
✓ 12/08/2025	BACS	1,600.00		1,600.00		R <input type="checkbox"/>	Six Bells Tennis Club
✓ 18/08/2025	DD	3.00		3.00		R <input type="checkbox"/>	Lloyds Bank
✓ 20/08/2025	BACS	43.86		43.86		R <input type="checkbox"/>	Ffrindiau Tyleri
✓ 21/08/2025	DD	45.17		45.17		R <input type="checkbox"/>	AR Digital
✓ 27/08/2025	BACS	50.00		50.00		R <input type="checkbox"/>	Wales in Bloom
✓ 27/08/2025	BACS	600.00		600.00		R <input type="checkbox"/>	Llanhilleth Institute
✓ 27/08/2025	BACS	338.41		338.41		R <input type="checkbox"/>	Microshade Business Consultant
✓ 27/08/2025	BACS	338.41		338.41		R <input type="checkbox"/>	Microshade Business Consultant
✓ 27/08/2025	BACS	-338.41		-338.41		R <input type="checkbox"/>	Microshade Business Consultant
✓ 27/08/2025	BACS	338.41		338.41		R <input type="checkbox"/>	Microshade Business Consultant
✓ 31/08/2025	CHARGES	13.20		13.20		R <input type="checkbox"/>	Unity Trust Bank
		8,132.05	50.00				

## Councillor 1:

Name Frankie Baker Signed  Date 16/09/25

## Councillor 2:

Name Michael Whalley Signed  Date 16/09/25

Bank Reconciliation Statement as at 31/08/2025  
for Cashbook 4 - Unity Trust Current

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current	31/08/2025		55,811.46
			<u>55,811.46</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			55,811.46
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			55,811.46
		Balance per Cash Book is :-	55,811.46
		Difference is :-	0.00

## Councillor 1:

Name Francie Baker Signed fb Date 16/09/25

## Councillor 2:

Name Michael Whalley Signed M Whalley Date 16/09/25

Bank Reconciliation Statement as at 31/08/2025  
for Cashbook 5 - Unity Trust Reserve

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Reserve Account	31/08/2025		66,068.80
			<u>66,068.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			66,068.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			66,068.80
		Balance per Cash Book is :-	66,068.80
		Difference is :-	0.00

## Councillor 1:

Name Frankie Baker Signed  Date 16/09/25

## Councillor 2:

Name Michael Whalley Signed  Date 16/09/25




Bank Reconciliation up to 31/08/2025 for Cashbook No 6 - CCLA

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Clear	Payee Name or Description
04/08/2025	CCLA		380.28	380.28		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		0.00	380.28				

Councillor 1:

Name

Michael Whalley




Date

16/09/25

Councillor 2:

Name

Frankie Baker



Date

16/09/25

Bank Reconciliation Statement as at 31/08/2025  
for Cashbook 6 - CCLA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CCLA	31/08/2025		106,307.46
			<u>106,307.46</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			106,307.46
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			106,307.46
		<b>Balance per Cash Book is :-</b>	<b>106,307.46</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Councillor 1:

Name Frankie BakerSigned fbDate 16/09/25

## Councillor 2:

Name Michael WhalleySigned MDate 16/09/25

### **Community Empowerment Committee Terms of reference**

**To combat alienation and social isolation within the community, to support them to engage constructively with their local community and to assist them to inform and influence decisions within their local community that affect their lives.**

The Committee should be seven voting Members – and, in any case, shall be no fewer than three – appointed by Full Council. The Committee may appoint additional Members as non-voting members of the Committee.

The Committee shall have the authority to establish sub-committees and/or working groups from within the membership of the Committee and to appoint other Members of the Council to the sub-committees and/or working groups for which it is responsible. It shall have the authority to appoint members of the Committee (or of a sub-committee or working group) who are not Members of the Council. The Committee is advised to actively seek to appoint non-Council Members with specialist knowledge of matters that fall within the remit of the Committee, and these shall for all purposes be treated as non-voting members of that committee, sub-committee or working group.

The Chair of the Committee shall convene an ordinary meeting of the Committee at least once a year

The Committee's duties shall be:

To continually 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 and to examine additional sources of funding for those initiatives

To support Youth Engagement within the Council area (Youth Parliament, Youth Councillors) and review feedback from the Youth Councillors, within the Community Council area.

To manage on behalf of the Community Council the following projects, initiatives public events, and publications.

To authorise expenditure within the associated budget lines that shall be delegated to the Committee by the Full Council such as:

- Blaenau Gwent detached team
- Off the Streets initiative
- New Website
- Extra-curricular transport for schools
- Councillor Surgeries

To appoint, from within the membership of the Committee, the members of, set the terms of reference for, and manage the meetings and activities of working groups and sub committees (including any associated delegated budget) and any other sub-committees whose management is delegated to the Committee by the Full Council and to appoint other Members of the Council to those sub-committees and/or working groups if required:

To work with external agencies and grant-giving bodies, managing applications, as appropriate, by the Council for funding for events, projects and initiatives that fall within the remit of the Committee.

To scope and cost proposals for Council support for projects, initiatives and public events in the subsequent financial year that fall within the remit of the Committee and to prepare a budget for these in accordance with the Council's budget-setting procedures.

To support, in co-operation with officers, other Council committees and external parties, to promote social inclusion

To make recommendations regarding Council strategies to ensure that people in the Abertillery and Llanhilleth Community Council area are included and are able to engage fully within society

To identify – and collate information on – community groups and organisations And identify and develop ways in which this Council can help to maintain and strengthen the work of such community groups and organisations.

To reinforce this Council's work to liaise between such groups, helping them to network and to build links and connections.

To lead and recommend to council future Communication Strategies to empower the Community.

To lead a survey based approach to Community Feedback.



# MEETING OWL 3

See and hear it all in 360°

The Meeting Owl 3 is our all-in-one 360° camera, mic, and speaker device. It sits at the center of the table and captures a panoramic view of the room, as well as a face-to-face view of active speakers, to make hybrid meetings engaging and immersive.

Learn More

## REMOTE VIEW



Seamless automatic camera-switching

360-degree view of the room

Auto-focus on active speakers for face-to-face discussion

Outfit any workspace with our endlessly flexible ecosystem

8 omnidirectional volume-equalizing smart mics

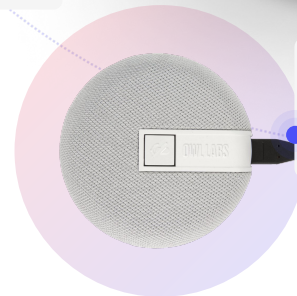
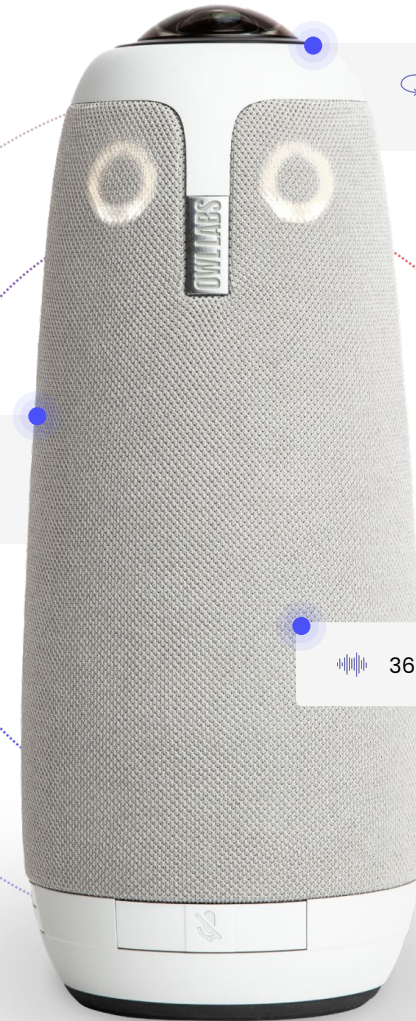
360° panoramic fisheye lens

Plug-and-play compatibility with all video conferencing platforms

360° tri-speaker

Option to extend audio range by 8' (2.5m) with add-on **Expansion Mic**

Total Cost = £1,049  
For the small meeting room (to replace USB camera and faulty mic)  
Free shipping, 30-day return window, 2-year warranty



Certified for  
**Microsoft Teams**

# Give everyone a seat at the table

The Meeting Owl leverages the Owl Intelligence System™ to auto-focus on whoever is speaking to capture a face-to-face view of in-room participants alongside a 360° panoramic view of the room.

Meet the award-winning Meeting Owl

[Learn More](#)

IN ROOM  
EXPERIENCE



## Outfit any space

Wirelessly pair with the Owl Bar or a second Meeting Owl for collaboration in larger spaces



MEETING OWL 3 + OWL BAR



MEETING OWL 3 + MEETING OWL 3



# Meeting Owl<sup>®</sup> 3 Specifications

MEETING OWL 3

OWL LABS<sup>®</sup>

## OVERVIEW

Camera	Microphone	Speaker	Connection
Single custom-designed 360° panoramic fisheye camera to eliminate image distortion  Shows optional 360° panoramic view of the room and face-to-face view that auto-focuses on whoever is speaking  Output Resolution: 1080p HD  Video Range: 10' (3m)  Field of View: 360°	8 omni-directional beamforming smart mics  Smart mics equalize speaker volume to amplify quiet voices  Audio Pickup Radius: 18' (5.5m)  Option to connect to <a href="#">Expansion Mic</a> to extend audio range by 8' (2.5m)	Three built-in speakers for 360° coverage and clear in-room sound  Speaker Output Level: 80 db SPL	Plug and play connection to host computer via USB-C  Option to pair with the <a href="#">Owl Bar</a> and the <a href="#">Whiteboard Owl</a> via Bluetooth  Option to connect to the Expansion Mic via micro-HDMI
Processing Power	Dimensions	Power Supply	Warranty
Qualcomm <sup>®</sup> Snapdragon <sup>™</sup> 605 processor	Dimensions: 4.4" W x 4.4" D x 10.72" H (111mm W x 111mm D x 272mm H) Weight: 2.61lb (1.2kg)	AC Input: 100-240V  Line cord: Specific to region	2-year warranty  Option to extend warranty to 3 years with <a href="#">Owl Care</a>

## USAGE

Software	Compatibility	Management	Security
AI-powered Owl Intelligence System <sup>™</sup> to intelligently focus on whoever is speaking  Intelligently autofocuses on the active speaker using vision, voice, and motion  Options for presenter enhancement, digital whiteboarding capabilities, and different camera controls to customize your meeting experience	Plug and play connection to host computer via USB-C  Certified for Microsoft Teams  Compatible with virtually all web-based video conferencing platforms, including Zoom, Skype for Business, Slack, Webex, and many more  Extend range by pairing with the Owl Bar, another Meeting Owl (3 or Pro), or add-on Expansion Mic	<b>Meeting Owl App:</b> <ul style="list-style-type: none"><li>• Desktop: Mac and Windows</li><li>• Mobile: iOS and Android</li><li>• Tablet: iPad</li></ul> Required for first-time setup and adjusting settings during meetings  <a href="#">The Nest</a> : Manage your fleet of Owls through our web-based portal	Meeting Owl 3 does not record any video or audio content  Video and audio are streamed to the host computer via USB-C connection  <a href="#">Full security and privacy details</a>

## SETUP

Setup	What's Included
Placement: 3' (1m) from the in-room TV or monitor and within 18' (5.5m) of in-room participants  Setup Options: Center of the table, tripod-mounted, or ceiling-mounted	<ul style="list-style-type: none"><li>• Meeting Owl 3</li><li>• Power adapter and line cord</li><li>• USB-C to USB-C cable</li><li>• Setup Guide</li><li>• Table Card + Owl holder</li></ul>





Steve Edwards  
Clerk  
Abertillery & Llanhilleth Community Council  
Mitre Street  
Abertillery  
NP13 1AE

9 September 2025

Quote Ref: Q0289

Dear Steve,

Hope you are well.

Please see below pricing for an Ineo+251i multi-function colour photocopier.

The Develop Ineo+251i is among the best energy-efficient multi-functional systems in its class.

Powerful and versatile and packed full of new features, this multi-functional photocopier will become the heart of all processing and routing activities.

We are pleased to hear that you are happy with the level of service provided by our technical department. Our aim is to constantly strive to improve our organisation and the partnership we provide, when we supply products and services to you. If you ever have any suggestions/comments on how we could better this, we would welcome them from you.

Putting customer satisfaction first and adding value to your organisation is the number one priority for **AR Digital**.

Delivery and installation is usually 5 days and changeover is seamless. All staff will be given training.

Yours sincerely,

Rick Porazinski MBA  
Managing Director

**LOCAL COMPANY**  
**SUPERB PRODUCTS – SUPERIOR SERVICE**

**NEW INEO+251i**

**(25ppm colour & mono)**

**Copy/Print/Colour Scan**

Including

**100 Sheet Dual Scan Document Feeder (scans both sides of document in one pass)**

**High-Speed Scanner**

Automatic Duplex

**10.1" Adjustable Colour Multi-Touch Screen**

A3/A4 Reduction/Enlargement

**2 x 500 Sheet Paper Trays**

256gsm through Paper Trays

150 Sheet Bypass

300gsm through Bypass

**256GB SSD (Solid-State Drive) Hard Disk**

Secure Print

Password Protected Confidential Mailboxes

**Enhanced Security Features**

**Very Low Power Consumption**

**Monthly Lease £55.75**

**(Over 60 months)**

**Installation/Training**

Delivery, installation, connection to network and training included. The Ineo+251i Colour Multi-functional Copier is network ready and configured for network printing, copying and high-speed colour scanning.

**Service Agreement**

Our service department remotely monitor the multi-functional photocopier for all consumable levels and service requirements, enabling stocks to be delivered before being required.

Includes all call outs, toner, spare parts,

labour, preventative maintenance and telephone support on network connectivity.

(Billed in arrears on actual usage)

**Network charge £6.50 per month**

Meter Billing

Black Copies/Prints £0.004

Colour Copies/Prints £0.04

**2.4hr Average Service Response Time**

Exclusive of VAT



**MINUTES OF A MEETING OF THE LEISURE AND TOURISM COMMITTEE OF  
ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL HELD ON 30 July 2025 AT  
10:00 am in the Council Offices, Mitre Street, Abertillery**

**PRESENT:**

**Councillors:** Tracey Dyson (Chair), Steve Bard, Lucy Harmer, Ralph Henderson MBE, Josh Rawcliffe,

**Officers:** Steve Edwards (Clerk), Erika Davies (Deputy Clerk), Molly Jones (Deputy Clerk)

**Absent:** Mark Lewis, Ben Owen-Jones, Barrie Page.

**Public;** Chris Hill, Rob Vaughan and Liz Smith from Six Bells Tennis Club for item 26(1)

**23. Apologies for absence**

Mark Lewis, Ben Owen-Jones, Barrie Page.

**24. Declarations of interest or dispensations**

None.

**25. Minutes – 9 May**

The Committee **RESOLVED** that the minutes from 9 May 2025 were a correct record, with the following amendments

- Steve Bard was absent
- Ralph Henderson had sent his apologies

Chris Hill, Rob Vaughan and Liz Smith from Six Bells Tennis Club entered the meeting at 10:14

**26. Loneliness Project**

1. The Committee **RESOLVED** to pay £1,600 to Six Bells Tennis Club towards the heating, cleaning and hire of log cabin for the pensioner and widow group (Local Government (Miscellaneous Provisions) Act 1976 s19). There were some concerns with this grant application. That it seems Six bells Tennis Club was paying Six Bells Tennis Club and that this was not the first year for this grant application, where Loneliness Project Grants are intended to start groups up.

The Grant was approved with the following caveats:- That any further grants for the hire of the log cabin will have to come from specific groups who were using it, the Councils Officers could help groups set up constitutions and bank accounts. There will be a 12 weekly report from the Tennis Club on the use of the Log Cabin.

Chris Hill, Rob Vaughan and Liz Smith from Six Bells Tennis Club left the meeting at 10:20.

2. The Committee **RESOLVED** to pay £1,200 to Llanhilleth Miners Institute to cover the costs of live musical entertainment for 12 months of lunch clubs (Local Government Act 1972 s145). This will be drawn down over the course of the next 12 months as invoices are raised.

**27. Six Bells Park**

The Committee **RESOLVED** that turf at Six Bells Park that was laid as part of the centenary celebrations be removed and relocated to Adferiad, Godwyn Hall, Llanhilleth for the Community Gardens there. Jos Rawcliffe will facilitate.

**Initial**

**Date**

The Committee **RESOLVED** to purchase wild flower seeds to plant in place of the turef and restore the area to a wildflower area..

**28. 2025/2026 Budget**

The Committee would have the same budget as this year for

- Party in the Park - £10,000
- Cinema Programme - £10,000
- Llanhilleth Party in the Park - £5,000
- Ras Draphont Run - £10,000
- Loneliness Project - £7,500

The Leisure and Tourism Committee would also like

- A Welsh language event in Six Bells Park - £,4000
- A one day event at Brynithel Rugby Club - £4,000

The Clerk stated that this Committee was now responsible for all live events.

**29. Review of Events.**

- **Six Bells Centenary.** The feedback had been very good and the Community would like another event next year. The event came in within budget
- **Annual Party in the Park (Abertillery).** The event went well, there are concerns about heavy handed security and if the inflatables were good value for money. The event came in within budget.
- **Ras Draphont Run.** Very good feedback, increased participation and enjoyable community day in outlaying part of the Community Council area. The event came in within budget.

**30. Date of next meeting**

5<sup>th</sup> Sept 2025 at 5pm

The meeting ended at 10:59 am

*Minutes produced by Steve Edwards, Clerk.*

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

Dated .....

**Initial**

**Date**

**MEETING OF THE FINANCE AND GOVERNANCE COMMITTEE OF ABERTILLERY  
AND LLANHILLETH COMMUNITY COUNCIL HELD ON 11 July 2025 at 6:18 pm at the  
Council Offices, Mitre Street, Abertillery.**

**PRESENT**

**Councillors:** Steve Bard (Chair), Frankie Baker, Bruno Goes Maciel, and Nick Simmons.

**Officers:** Steve Edwards (Clerk), Molly Jones (Deputy Clerk), and Erika Davies (Deputy Clerk) via video link.

**Absent:** Lucy Harmer and Mike Whatley

**15. Apologies for absence**

Mike Whatley

**16. Declarations of interest or dispensations**

None

**17. Minutes 16 May 2025**

The Committee **RESOLVED** that the minutes were a true and correct record.

**18. Finance and Governance Tool Kit**

The Committee reviewed Theme B of the Toolkit. The following should be noted

- B1 – The council should readopt the Code of Conduct at least once every 5 years, just after any new round of elections.
- B5 – There is a Training Plan and this is submitted to Audit Wales as part of the Annual Return
- B10 – Salary changes are noted by Council and also included in budget planning.
- B12 – The Officers as part of their CILCA qualifications are looking at all policies.
- B16 – The Council auto-enrols staff into LGPS.

It was noted that Theme A still requires some form of public consultation on the Mission Statement for Council

**19. Financial Risk Register**

A number of risks were re-evaluated and the Risk Register will be taken to September's Council meeting to agree. It was also agreed that a scoring mechanism for each risk be created so that the Committee can monitor increase and or reductions in risk.

The Committee **RESOLVED** to recommend the reviewed Financial Risk Register to Council.

**20. Grant and Funding Policy**

The Committee considered the draft report from the Clerk and **RESOLVED** to take the report to Council with the following recommendations.

- That a specific form is created for Council to document any checks on how grant monies are spent.
- Quarterly progress checks are made on Solar Farm Grant projects and reported back to the Finance and Governance Committee

- The Finance and Governance Committee will review the Solar Farm Grants Criteria and bring any recommendations to Council before the 2026 Solar Farm Grant process is started.
- The process for Council Grants should remain the same, with officers applying an initial triage and the criteria/application form to be reviewed.
- Ward Grants to be merged into the Council Grants process and the budgets amalgamated.
- Formal checks on the results of funding to be carried out by the Finance and Governance Committee.
- That all events be placed under the Leisure and Tourism Committee.
- As part of the budgeting process the Committees will report back on previous year's spending.

**21. 1<sup>st</sup> Quarter Budget Outturn**

The Clerk presented the first quarter budget outturn. He explained the £82 costs in the Staff salary budget line as part of the accrual process from 2024/2025. There were no other issues to highlight. The Committee **RESOLVED** to accept and note the budget outturn.

**22. Bank Reconciliation Rota**

The Committee **RESOLVED** the following Bank reconciliation rota:

May and June together: Steve Bard and Lucy Harmer

July: Nick Simmons and Bruno Goes Maciel

August: Frankie Baker and Mike Whatley

**23. Date of next meeting**

Friday 5 Sept.

Minutes produced by Steve Edwards, Clerk.

The meeting ended at 7:47 pm.

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

Date.....



**MEETING OF THE COMMUNITY EMPOWERMENT COMMITTEE OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL HELD ON 18 July 2025 AT 5:30 pm at the Council Offices, Mitre Street, Abertillery and via video conferencing (Zoom).**

**PRESENT**

**Councillors:** Barrie Page (Chair), Peter Adamson, Lucy Harmer (non-voting; via video-link) and Ben Owen-Jones (via video-link).

**Officers:** Steve Edwards (Clerk), Erika Davies (Deputy Clerk) and Molly Jones (Deputy Clerk).

**Absent:** Tracey Dyson, Josh Rawcliffe.

**15. Apologies for absence**

Tracey Dyson & Josh Rawcliffe.

**16. Declarations of interest or dispensations**

None.

**17. Minutes of Previous Meeting – 20 June 2025**

The Committee **RESOLVED** that the minutes were a true and correct record.

**18. Summer 2025 Newsletter**

The Committee **RESOLVED** to publish the Summer 2025 Newsletter.

**19. Website Architecture**

The Committee discussed adding a dynamic link to the architecture, which could be turned on and off and could link to pages for upcoming events, news headlines or other relevant topics. The Committee decided to consider adding this later.

The Committee agreed to remove the 'Meetings' subheading from the 'Your Council' section, and to add a new section for 'Committees & Meetings'.

The Committee **RESOLVED** to accept the staff's proposed website architecture, with this amendment.

**20. Website Design**

The Committee **RESOLVED** to proceed with the website design shown in Annex A.

**21. Committee Terms of Reference**

The Committee made one amendment to the revised Terms of Reference:

Change the wording of 'To take a lead role – in co-operation with officers, other Council committees and external parties – in developing this Council's strategies to combat social isolation' to:

'To support, in co-operation with officers, other Council committees and external parties, to promote social inclusion'

The Committee **RESOLVED** to recommend the updated Community Empowerment Terms of Reference, with this amendment, to Full Council.

**22. Date of next meeting**

12<sup>th</sup> September 2025 at 5:30pm

Initial:

Date:



The meeting ended at 6:20pm.

These minutes were produced by Molly Jones (Deputy Clerk).

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

Dated:.....

## Annex A

**ABERTILLERY &  
LLANHILLETH**  
COMMUNITY COUNCIL

GYNGOR CYMUNED  
**ABERTYLERI A  
LLANHILLETH**



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Initial:

Date:

**MEETING OF THE PLANNING, COMMERCE AND ENVIRONMENT (PlaCE) COMMITTEE  
OF ABERTILLERY AND LLANHILLETH COMMUNITY COUNCIL HELD ON 28 May 2025  
AT 5:36 PM at the Council Offices, Mitre Street, Abertillery.**

**PRESENT**

**Councillors:** Barrie Page (Chair), Peter Adamson, Ralph Henderson (MBE), Chris Hill and Josh Rawcliffe.

**Officers:** Steve Edwards (Clerk), Erika Davies (Deputy Clerk) and Molly Jones (Deputy Clerk).

**Absent:** Mark Lewis, Rob Phillips and Nick Simmons.

**Other:** Ivor Beynon.

**Note:** There was an issue with Mark Lewis trying to join the meeting via a video link, the meeting could see and hear him but he could only see the meeting and not hear it. He explained his position concerning the moving of the tubs for Wales in bloom, that they should be put back after Wales in bloom was completed. He left before the meeting had started.

**12. Apologies for Absence**

Rob Phillips

**13. Declarations of Interest or Dispensations**

None

**14. Minutes 14 April 2025**

The Committee **RESOLVED** that the minutes were a true and correct record.

**15. Wales Bloom**

Ralph Henderson gave a brief update on the progress across the whole of the Council area.

The Committee **RESOLVED** the following:

- To move the tubs for the Wales in Bloom project as per the attached report, so that tubs are clustered along the Wales In Bloom judging route.
- The Officers to find out the cost of TAFY doing the move
- The location of the tubs will be considered after Wales In Bloom when a full review of all tubs locations will be carried out.

**16. Parking Issues at Abertillery Comprehensive**

Councillors Barrie Page and Rob Phillips had met with the Vicki Whitefoot (Deputy Head of the school) and Katherine Rees (BGCBC traffic management and road safety) The school had already tried various solutions.

Tried to set up cycle proficiency classes to encourage pupils to cycle to school.

They had tried a “walking bus” which was successful at the beginning when it was managed by school staff but there was then a lack of parental volunteers to carry this on.

Initial:

Date:

School times were being staggered but that raised an issue with younger/older siblings not entering and leaving school at the same time.

The school saw this as a matter for parental education about the impacts of parking at the school.

Chris Hill asked if Jackson Powell (Youth Councillor) could feed back to the Abertillery Learning Campus Senedd, so that information could be relayed back to parents.

It was stated by the Clerk that the Community had no powers to make any changes to highways and could not employ its own traffic wardens to help with the issue. Josh Rawcliffe asked the officers to look into if having the General Power of Competence would give us any further powers to help with this issue.

Whilst it was acknowledged this was an impossible issue to deal with as there is a culture of parents driving their children to school, it was pointed out that pressure could be brought to bear on BGCBC to increase the number of traffic wardens (currently 2 for the whole borough area) if people reported formally any parking violations they saw direct to BGCBC.

The Chair advised that any illegal or dangerous parking should be reported via the Police's Operation Snap website. The Council will ;publish this information in our next newsletter and on social media.

#### **17. Parking at Abertillery Job Centre**

Erika Davies gave a brief update following a reply we had received from the Job Centre Manger that the Car Park was for staff only and was not open to visitors. The Committee **RESOLVED** that the Officers would contact DWP at a higher level above the Centre Manager, to see if there was any national guidelines for the use of DWP car parks for its customers.

#### **18. Abertillery Railway Station Update**

There was brief discussion about the continuing need for a railway station in Abertillery. The Committee **RESOLVED** to invite Nick Smith MP and BGCBC borough Councillors to a specific meeting with this Committee to discuss the provision of an Abertillery Railway Station

#### **19. Date of Next Meeting**

As needed.

The meeting ended at 6:30 pm

*These minutes were produced by Steve Edwards (Clerk).*

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

Dated:.....

**Tender written response:****Basic details**

1	Name of Organisation in who's name the tender is submitted	
2	Contact name for enquiries about this submission	
3	Contact Position (job title)	General Manager
4	Address:	
	Postcode:	
5	Telephone number:	
6	Email Address:	
7	Company Registration number:	
8	Charities or Housing Association or other Registration number (if this applies). Please specify registering body:	
9	Date of Registration:	
10	VAT number:	
11	Is your organisation: (Please tick one)	
	i) A public Ltd Company	
	ii) A private Company	A not-for-profit social enterprise – Private Company
	iii) A Contracting Authority	
	iv) A sole trader	

**Insurance**

Please provide details of your current insurance cover. We reserve the right to seek evidence or ask that sufficient levels of insurance be in place before award of contract. All price quotations should be based on full insurance levels being in place.	Value
i) Employers Liability (£5 Million)	£5 million
ii) Public Liability (£10 Million)	£10 million
iii) Other (please provide details)	Vehicle insurance

**Equal Opportunities**

1	Does your organisation have a written equal opportunities policy, to avoid discrimination?	
	Copy available for inspection within Office and reviewed annually each year – approved by Welsh Government & ESF due to funding we receive and received.	Yes – full comprehensive policy

### **Health & Safety**

1	Does your organisation have a health and safety at work system which includes a policy, nominated manager and management system?	
	<p>Copy available for inspection within [REDACTED] Office and reviewed annually each year – approved by Welsh Government &amp; ESF due to funding we receive and received.</p> <p>Day to day contact for all Health and Safety matters [REDACTED]</p> <p>Board level representative: [REDACTED]</p>	Yes – full comprehensive policy

### **Carbon Neutral**

1	Please provide details of your carbon neutral footprint and plans to become net zero.	
	<p>Our organisation operates against strict environmental objectives including local purchasing and recycling wherever possible – in 2022 we planted over 400 trees in Blaenau Gwent and participated in over 40 community green space activities.</p> <p>One recent project was the installation of recycled plastic boardwalk in Trevor Rowson park, and in 2023 we explored the possibility of exchanging all of our fleet vehicle for electric – this simply wasn't viable through cost but we will return to this policy in the future.</p> <p>In 2024/5 we have planted in the region of 4,000 new plants in Blaenau Gwent and recycled over 800 old plants into community centres and sites through our work with the Town in bloom contract.</p>	<p>On-going sustainability and environmental policy reviewed annually</p> <p>And enrolment with EGIN in October 2024 and rolling programme of environmental improvements</p>

### **Professional & Business standing**

	Does any of the following apply to your organisation, or to (any of) the director(s) / partners / proprietor (s)?	
1	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership or subject to relevant proceedings:	No
2	Has been convicted of a criminal offence related to business or professional conduct	No
3	Has committed an act of grave misconduct in the course of business	No
4	Has not fulfilled obligations related to payment of social security contributions	No
5	Has not fulfilled obligations related to payment of taxes	No
6	Is guilty of serious misrepresentation in supplying information.	No
7	Is not in possession of relevant licences or membership of an appropriate organisation where required by law	No
8	If the answer to any of these is "Yes" please give brief details, including what has been done to put things right	No

## **Financial Information**

Please provide the last two years of financial accounts and any other financial information about your organisation to provide evidence that your organisation is in a sound financial state to participate in this procurement.

## **Qualitative Responses**

	In responding to this question, Tenderers shall ensure that their answer is category specific. A generic response for each Category is not an appropriate response.
1	<p>What resources does the Tenderer propose to put in place to deliver the service?</p> <p>I will detail in some length in the second section of this answer however, our existing volunteers and paid transitional employees (all from Blaenau Gwent) are our most important resource [REDACTED] assists people from Blaenau Gwent to access volunteering, training, confidence / motivational activities and paid transitional employment – in 2024 alone we have worked with over eighty (80) people building skills, confidence and motivation all whilst participating in their local communities.</p> <p>We firmly believe that the philosophy of involving local people is the only way to deliver a successful project ensuring buy in and ownership and encouraging a level of community cohesion and pride in people's surroundings, 'I did that and am proud of it' is what we strive to see coming through.</p> <p>In terms of physical resources – we have our 'green' team led by our supervisor [REDACTED] undertaking environmental activities within Blaenau Gwent [REDACTED] worked on the Abertillery underpass project and with both contractors who installed the panels and the aluminium panelling and as such this project would fall under his remit.</p> <p>If successful with our application [REDACTED] will attend site fortnightly and carry out a visual inspection of the walls taking photographs where necessary of the damage before emailing these back to the ALCC committee – including an initial assessment of the damage and a cost to repair be that by our own staff or to contact the original contractors in extreme cases (such as the need to replace a whole panel etc.</p> <p>Our organisation is well resourced and has operated in Blaenau Gwent for over 23 years having initially being located in Church street Abertillery.</p>
2	<p>Please provide details of how the Contractor will protect the site whilst the works are taking place?</p> <p>In terms of the initial fortnightly inspection, there is very little need to protect the public – we will however ensure that nobody is in the photographs of the graffiti should there be any ensuring our compliance with permission to photo / GDPR etc...</p>

	<p>One internal matter relates to if anyone is carrying out graffiti at the time of photographing or indeed carrying out any other antisocial activity – we will endeavour to get an appropriate photograph of the culprit however ensuring staff safety is a priority in this circumstance.</p> <p>If additional works are agreed to repair the panels, or mosaic – this would need to be done in a coned off area ensuring public safety.</p> <p>Simple graffiti can again be washed off using the appropriate chemicals but again precautions will be put in place to ensure people are away from the area being cleaned (size dependent but potentially cones, or a second person directing people away from the works).</p>
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<b>3</b>	<b>Please provide details of the costs.</b>
	<p>Our quotation to carry out these works includes:</p> <p>Fortnightly site visit to the underpass to assess the internal walls &amp; end panels  Photographs of any graffiti / damage  Assessment of the damage cost for review  And a report &amp; photographs emailed back to the ALCC for review</p> <p>Our cost to undertake this work would be £55 per visit x 26 visits per year = £1,430 + VAT  (total cost £1,716 inc vat)</p>

Please provide evidence that you have successfully supervised and administered contracts of this nature, value and scale in the last 3 years. Please provide at least 1 example.

Client & Project/ Contract	Dates	Value
Blaenau Gwent CBC  Renovation works at Trevor Rowson Park including the rebuilding of the roadside walls – delivered on schedule and to budget.	2020	£11,200 & VAT
Blaenau Gwent CBC  Aneurin Bevan Stones complete renovation project including fencing, walling and planting scheme.	2020	£36,000 & VAT
Blaenau Gwent CBC	2024	£35,200 & VAT



Boulevard project in Ebbw Vale for complete renovation of the area including planting – project on-going		
Abertillery & Llanhilleth Community Council Town in Bloom contract for planters & hanging baskets	2024	£14,000 per annum
Blaenau Gwent CBC Allotment regeneration works throughout Blaenau Gwent working with Environment Department	2024 - 2025	£16,293
Blaenau Gwent CBC Abertillery underpass regeneration project	2025	£24,543

Please confirm you have the necessary resources to undertake and manage the works and would be able to undertake the works on an ongoing basis

I can confirm that [REDACTED] has the capacity and resources required to carry out this contract should we be fortunate enough to be awarded the contract

#### ANTI-COLLUSION CERTIFICATE

1. We certify that this tender is made in good faith, and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not and we undertake that we will not before the award of any contract for the work: a. Communicate to any person other than the person calling for those tenders the amount or approximate amount of the proposed tender except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender; b. Enter into any agreement or arrangement with any other person that they shall refrain from tendering or as to the amount of any tender to be submitted; c. Pay, give or offer to pay or give any sum of money or other valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work, any act or thing of the sort described at (a) or (b) above.

2. We further certify that the principles described in paragraph 1(a) and (b) above have been, or will be, brought to the attention of all subcontractors, suppliers and associated companies providing services or materials connected with the tender and any contract entered into with such subcontractors, suppliers or associated companies will be made on the basis of compliance with the above principles by all parties.

3. In this certificate, the word 'person' includes any persons and anybody or association, corporate or incorporate; 'any agreement or arrangement' includes any transaction, formal or informal and whether legally binding or not; and 'the work' means the work in relation to which this tender is made.

Dated – 28<sup>th</sup> August 2025

[REDACTED]

Signed -

Print Name - [REDACTED]

Dully authorised to sign tenders for and on behalf of - [REDACTED]

Declaration (To be signed and returned with the Tender submission).

I accept the terms and conditions as contained in the Council's Contract in respect of the Services and are duly authorised to sign tenders and give such certificates for and on behalf of: Name of

Organisation - [REDACTED]

Telephone No - [REDACTED]

Postal Address - [REDACTED],  
[REDACTED]

Name [REDACTED]

Role within the Organisation – General Manager / Company Secretary

Signature [REDACTED]

Date – 28<sup>th</sup> August 2025

# Abertillery and Llanhilleth Community Council Invitation to Tender Document



Abertillery Subway Mosaic 2025 1

## **Definitions**

In this Invitation to Tender the following words and expressions shall have the following meaning:

## Tenderer's Written Proposals

### Basic Details (For information purposes only)

1	Name of the organisation in whose name the tender would be submitted:	[REDACTED]
2	Contact name for enquiries about this Submission	[REDACTED]
3	Contact position (Job Title)	Director
4	Address:	[REDACTED]
	Post Code:	[REDACTED]
5	Tel Number:	[REDACTED]
6	E-mail Address:	[REDACTED]
7	Company Registration number (if this applies)	N/A
8	Charities or Housing Association or other Registration number (if this applies). Please specify registering body:	N/A
9	Date of Registration:	N/A
10	VAT Number	N/A
11	Is your organisation: (Please tick one)	N/A
	i) a public limited company	
	ii) a limited company	

	iii) a Contracting Authority	
	iv) a sole trader	YES

### Insurance

Please provide details of your current insurance cover. We reserve the right to seek evidence or ask that sufficient levels of insurance be in place before award of contract. All price quotations should be based on full insurance levels being in place.	Value
1 Employer's Liability (£5m):	YES
2 Public Liability (£10m):	YES
3 Other (please provide details):	

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### Equal Opportunities

Does your organisation have a written equal opportunities policy, to avoid discrimination?	
Yes - Attached	

### Health and Safety

Does your organisation have a health and safety at work system which includes a policy, nominated manager and management system?	
Yes - Attached	

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### Carbon Neutral

Please provide details of your carbon neutral footprint and plans to become net zero.	
Attached	

### Professional and Business Standing

	Does any of the following apply to your organisation, or to (any of) the director(s) / partners / proprietor (s)?	
1	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership or subject to relevant proceedings:	NO

2	Has been convicted of a criminal offence related to business or professional conduct.	NO
3	Has committed an act of grave misconduct in the course of business.	NO
4	Has not fulfilled obligations related to payment of social security contributions.	NO
5	Has not fulfilled obligations related to payment of taxes.	NO
6	Is guilty of serious misrepresentation in supplying information.	NO
7	Is not in possession of relevant licences or membership of an appropriate organisation where required by law.	NO

#### Abertillery Subway Mosaic 2025 10

8	If the answer to any of these is "Yes" please give brief details, including what has been done to put things right.	
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### Financial Information

Please provide the last two years of financial accounts and any other financial information about your organisation to provide evidence that your organisation is in a sound financial state to participate in this procurement.

### Qualitative Responses

	In responding to this question, Tenderers shall ensure that their answer is category specific. A generic response for each Category is not an
--	---

	appropriate response.
1	<p>What resources does the Tenderer propose to put in place to deliver the service?</p>
	<p>1. Staff &amp; Expertise</p> <ul style="list-style-type: none"> <li>• Trained Grounds Maintenance Operatives: Skilled in surface cleaning, vegetation control, and basic wall maintenance.</li> <li>• Supervisor / Site Manager: Oversees work, ensures health &amp; safety compliance, and liaises with council officers.</li> <li>• Specialist Contractors (if required): For any repair, repainting, or anti-graffiti treatment beyond routine maintenance.</li> </ul> <p>2. Equipment &amp; Materials</p> <ul style="list-style-type: none"> <li>• Cleaning equipment: Pressure washer (low-pressure for delicate surfaces), brushes, eco-friendly cleaning agents.</li> <li>• Vegetation control tools: Strimmers, shears, and other hand tools for safe vegetation removal around the tunnel entrance.</li> <li>• Protective equipment: PPE for staff, including gloves, high-vis, safety helmets, and dust masks.</li> <li>• Maintenance materials: Anti-graffiti coatings, paint touch-up kits, and sealing materials if required.</li> </ul> <p>3. Health &amp; Safety Resources</p> <ul style="list-style-type: none"> <li>• Risk Assessments &amp; Method Statements: Specific to tunnel working, confined spaces, and pedestrian/traffic management.</li> <li>• Traffic management and signage: To protect staff and tunnel users during maintenance activities.</li> <li>• First aid kit and trained first aider on site at all times.</li> </ul> <p>4. Scheduling &amp; Monitoring</p> <ul style="list-style-type: none"> <li>• Maintenance schedule: Regular cleaning, inspections, and repairs to prevent deterioration.</li> <li>• Reporting system: Documenting work completed, incidents, and any repairs needed.</li> <li>• Quality control: Supervisor inspections to ensure high standards and compliance with council expectations.</li> </ul> <p>5. Environmental Considerations</p> <ul style="list-style-type: none"> <li>• Use of eco-friendly cleaning products and responsible disposal of waste.</li> <li>• Measures to minimise water use during cleaning.</li> </ul>



2	<p>Please provide details of how the Contractor will protect the site whilst the works are taking place?</p> <p>1. Health &amp; Safety Barriers</p> <ul style="list-style-type: none"> <li>• Temporary barriers and cones at tunnel entrances/exits to clearly mark the working area.</li> <li>• High-visibility signage warning pedestrians and cyclists of ongoing maintenance.</li> </ul> <p>2. Traffic &amp; Pedestrian Management</p> <ul style="list-style-type: none"> <li>• Coordination with local authorities if partial closure or traffic management is required.</li> <li>• Safe access routes for tunnel users maintained at all times where possible.</li> </ul> <p>3. Staff Safety Measures</p> <ul style="list-style-type: none"> <li>• All operatives wear PPE: hi-vis, helmets, gloves, and dust masks.</li> <li>• Trained staff to work in confined or restricted spaces safely.</li> <li>• Use of safe ladders or scaffolding if any work requires height access.</li> </ul> <p>4. Protection of the Mural</p> <ul style="list-style-type: none"> <li>• Soft cleaning methods (brushes, low-pressure water) to avoid damage.</li> <li>• Coverings or protective sheets over sensitive areas if any paint touch-ups or chemical applications are needed.</li> <li>• Only use eco-friendly, non-abrasive cleaning products.</li> </ul> <p>5. Equipment Control</p> <ul style="list-style-type: none"> <li>• Machinery and tools kept within the secured work zone.</li> <li>• All waste and materials removed promptly to prevent slips, trips, or damage.</li> </ul> <p>6. Emergency Preparedness</p> <ul style="list-style-type: none"> <li>• First aid kit on site and trained first aider present.</li> <li>• Clear communication plan in case of accidents or unexpected hazards.</li> </ul>
3	<p>Please provide details of the costs.</p> <p>TBC</p>

--	--

Please provide evidence that you have successfully supervised and administered contracts of this nature, value and scale in the last 3 years. Please provide at least 1 example.

Client & Project/ Contract	Dates	Value
Abertillery Cenotaph Grounds Maintenance	1st April 2019 - Ongoing	

Abertillery Subway Mosaic 2025 12


Please confirm you have the necessary resources to undertake and manage the works and would be able to complete the project as set out in the tender.

Yes as stated in answers above.

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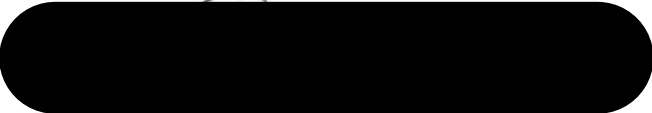
**ANTI-COLLUSION CERTIFICATE**

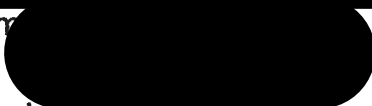
1. We certify that this tender is made in good faith, and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not and we undertake that we will not before the award of any contract for the work:
  - a. Communicate to any person other than the person calling for those tenders the amount or approximate amount of the proposed tender except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender;
  - b. Enter into any agreement or arrangement with any other person

that they shall refrain from tendering or as to the amount of any tender to be submitted;

- c. Pay, give or offer to pay or give any sum of money or other valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work, any act or thing of the sort described at (a) or (b) above.
2. We further certify that the principles described in paragraph 1(a) and (b) above have been, or will be, brought to the attention of all sub contractors, suppliers and associated companies providing services or materials connected with the tender and any contract entered into with such sub-contractors, suppliers or associated companies will be made on the basis of compliance with the above principles by all parties.
3. In this certificate, the word 'person' includes any persons and anybody or association, corporate or incorporate; 'any agreement or arrangement' includes any transaction, formal or informal and whether legally binding

Dated 28/08/2025

Signature  .....

Print Name 

authorised to sign tenders for and on behalf of.....

.....

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### **Declaration**

(To be signed and returned with the Tender submission).

I accept the terms and conditions as contained in the Council's Contract in respect of the Services and are duly authorised to sign tenders and give such certificates for and on behalf of:

Name of Organisation

Telephone No .....

Postal Address .

Name

Role within

the Organisation.....

DIRECTOR -

Signature .....

Date

28/08/25.

## ALCC ClerkMailbox

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**From:** [REDACTED]  
**Sent:** [REDACTED]  
**To:** ALCC ClerkMailbox  
**Subject:** Re: Subway Mural Tender

Hi Steve,

My annual cost would be no greater than £2000.

Many thanks

[REDACTED]

On Mon, 8 Sept 2025, 13:18 ALCC ClerkMailbox, <clerk@abertilleryandllanhilleth-wcc.gov.uk> wrote:

[REDACTED]

In the Office Mon to Fri from 9 till 1

Regards,

Steve Edwards

Clerk

01495 217323

[REDACTED]

**To:** ALCC ClerkMailbox <clerk@abertilleryandllanhilleth-wcc.gov.uk>  
**Subject:** Re: Subway Mural Tender

Hi Steve , I've just tried phoning to discuss but I couldn't get through .when will you be at the office so I can ring you.

Many thanks

[REDACTED]

On Fri, 5 Sept 2025, 12:57 ALCC ClerkMailbox, <clerk@abertilleryandllanhilleth-wcc.gov.uk> wrote:

[REDACTED]

So what will be your annual costs?

Regards,

Steve Edwards

Clerk

01495 217323

[REDACTED]

**To:** ALCC ClerkMailbox <clerk@abertilleryandllanhilleth-wcc.gov.uk>

**Subject:** Re: Subway Mural Tender

Hi Steve,

Apologies for not including a cost, I put TBC as the costs associated with protecting the mural during any work undertaken should be minimal. I already have the necessary equipment and resources in place. The only cost I can foresee would be if I were to be completing any work myself as I would require the correct chemicals or materials, for example if I was to be removing graffiti or completing minor restoration. The materials required in this instance will depend on the nature of the work carried out and if additional resource is needed. Should this all be necessary, the cost would be a maximum of £200, please be aware this is subject to the severity of the cleaning or repair.

Hope this answers any questions you have, if you require more details or want to discuss more specific scenarios just give me a shout.

Thanks



On Wed, Sep 3, 2025 at 9:57 AM ALCC ClerkMailbox <clerk@abertilleryandllanhillleth-wcc.gov.uk> wrote:

Good Mo



I am looking though you tender documents and there are no costs shown, it says TBC. Can you give us the costs please?

Regards,

Steve Edwards

Clerk

01495 217323

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