

## June 2021

**Minutes of the monthly meeting of the Gilfach Goch Community Council held on Wednesday 9 June 2021 on Zoom.**

***Cofnodion cyfarfod misol. Cynhelir Mercher 9 Mehefin 2021 ar Zoom.***

### **PRESENT**

COUNCILLORS: M.WHITTER, L.PRICE, R.PRICE, A. WARREN,

A. DRAPER

### **IN ATTENDANCE**

THE CLERK DAWN WALTERS.

#### **13. APOLOGIES FOR ABSENCE**

13.1 Borough Councillor A.ROBERTS.

#### **14. MEMBERS DECLARATION OF INTEREST**

14.1 There were no declarations of interest.

#### **15. MINUTES OF PREVIOUS MEETINGS**

15.1 The minutes of the AGM and previous monthly meeting were then agreed as true records.

#### **16. MATTERS ARISING FROM MINUTES**

16.1 Minute 3.1 New contract to be issued for Clerk and RFO as of 1 June

16.2 Minute 5.2 Audit Report received.

16.3 Minute 5.3 Contract signed by H. Jones and Chair

16.4 Minute 5.5 Councillor J. Abbott reported that the matter was dealt with quickly.

16.5 Minute 8.4 Donation made.

16.6 Minute 8.5 Donation made.

16.7 Minute 8.6 Meeting took place with Anthony Gough on 26 May.

16.8 Minute 9.2 No preview available yet. The company is extremely busy but hopefully will have something to show us in the next couple of weeks.

**17. AUDIT**

17.1 INTERNAL AUDIT

All observations and recommendations in Mr J Morgan's report were scrutinized and will be adhered to.

17.2 ANNUAL AUDIT RETURN

The Annual Governance Statement was approved.

**18. ALLOTMENT UPDATE**

18.1 Allotment Association members (in addition to the clerk and designated councillors) are Huw Jones, Richard Walters, Maldwyn James and Brian Tucker. All tenants have been notified of the members of the Association.

18.2 Richard Walters of the GGCA has carried out a lot of preliminary work on their plot. Richard and I are currently working together on an application form for Keep Wales Tidy Local Places for Nature. It is a garden package which can be used at the allotment.

18.3 There is still no start date for the proposed new gated entrances and the positioning of the bench as there has been a significant delay with the delivery of the required materials. H Jones is keeping me informed

**19. EVENTS**

19.1 According to the latest Government Guidelines in Wales, issued on 7 June, the Forestry Run will be able to go ahead on 25 August as planned. There might be issues with providing refreshments for guests. It was RESOLVED: that this be reviewed at a later date.

19.2 Milton's Mix Ups will provide x100 bags of sweets at 50p a bag

19.3 The cost of a Mr Creemy cone is £1.50 and will be happy with a token system which will be a raffle ticket.

19.4 St John's Ambulance and BCBC require a Risk Assessment. It was RESOLVED: that R Price would be responsible for the completion and it will be done approximately 3 weeks before the event.

19.5 The clerk was instructed to begin the process of advertisement for the event.

19.6 The clerk was instructed to begin the process of enquiry along with Tonyrefail Community Council and the Gilfach Goch Fire Station regarding a Firework Display in November this year.

## **20. CORRESPONDENCE**

20.1 A thank you letter was received from Tenovus for the donation made and the powerful message wording. The message, in the shape of a leaf, will be placed on their mobile treatment unit for a period of 2 years with the words "Free this world of the suffering from this disease. A gift from the people of Gilfach Goch".

20.2 A certificate has been awarded to the Community Council from the Census Engagement Manager, Darren Alderman, as a thank you for taking part in the survey. The clerk thanked Borough Councillor A Roberts for completing the census on behalf of the council.

20.3 A letter was received from Gem Security Services regarding the Intruder Alarm system at the office and a date of Thursday 1 July has been arranged for the routine inspection.

20.4 The clerk met with Mr Anthony Gough of Centregreat on Wednesday 26 May to discuss the budget of £5000 for this year. Two quotations have been received and it was RESOLVED: that the option of 5 extra columns and features be accepted. Mr Gough will also donate a Christmas tree this year.

## **21. REPORTS / COMPLAINTS**

21.1 There is a problem with the BT account for the telephone line and broadband. The GGCA have a new telephone system that has been linked to GGCC account. The clerk spent several hours trying to rectify the matter thinking that it would be as simple as crediting GGCC account but not the case. BT have stated that we would need to create a new account and that the email address would become obsolete ([edwinajones1958@btconnect.com](mailto:edwinajones1958@btconnect.com)). The email isn't used any longer for sending but some correspondence is still received. The clerk informed them that this was not an option and is waiting to be contacted. Richard Walters of the GGCA is also trying to resolve the matter. A Draper offered the help of his son should it be required as he is an employee of BT.

21.2 A budget document was forwarded to all councillors, for the first time, detailing expenditure, on a monthly basis, under the relevant budget headings. It

was RESOLVED: that this be continued. A Draper questioned the meaning and criteria of the SI37 Grants and the Chair explained. The Annual spend of these grants needs to be recorded on the Audit Annual return for the financial year 2020/2021.

21.3 There is no preview available to date for the memorial bench as they are extremely busy. The supplier should have an illustration in the next couple of weeks. A Draper and M Whitter commented on the proposed wording and it was RESOLVED: that A Draper would make slight grammatical changes.

**22. FINANCIAL REPORT**

|       |                                |           |
|-------|--------------------------------|-----------|
| 22.1  | Bank balance as of 31.5.21     | £95542.14 |
| 22.2  | Invoices / Receipts            |           |
| 22.2a | One Voice Wales (membership)   | £371.18   |
| 22.2b | Extrascope                     | £798.36   |
| 22.2c | Amazon (Ink)                   | £30.59    |
| 22.2d | SSE Swalec                     | £83.24    |
| 22.2e | Jason Morgan (Audit)           | £320      |
| 22.2f | Zoom (Reimbursement D Walters) | £14.39    |

**23. ACCOUNTS**

|      |                              |          |
|------|------------------------------|----------|
| 23.1 | Cheques authorised           |          |
|      | 002629 Huw Jones             | £285.20  |
|      | 002630 Dawn Walters          | £1268.76 |
|      | 002631 Dawn Walters          | £14.39   |
|      | 002632 GG War Memorial Trust | £200     |

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23.2 Bank transactions for May

|                           | <b><u>May Expenditure</u></b> |            |
|---------------------------|-------------------------------|------------|
| Huw Jones                 | £285.20                       | Chq 002629 |
| Dawn Walters              | £1268.76                      | Chq 002630 |
| Dawn Walters              | £14.39                        | Chq 002631 |
| Gilfach Goch War Memorial | £200                          | Chq 002632 |
| Dwr Cymru                 | £48.09                        |            |
| B T                       | £70.35                        |            |
| HMRC                      | £569.10                       |            |
| Bus Shelters Ltd          | £313.80                       |            |
| Came & Co Insurance       | £1124.27                      |            |
| Council Tax               | £111                          |            |
| Tenovus                   | £100                          |            |
| Amazon                    | £30.59                        |            |
| SSE Swalec                | £83.24                        |            |
|                           | <b><u>April Income</u></b>    |            |
| S Euston                  | £10                           |            |
| Allotment Tenant          | £25                           |            |

23.3 **Money already earmarked**

|                     |               |
|---------------------|---------------|
| Dropped Kerbs       | £5000         |
| New Basketball Area | £40000        |
| Bus Shelters        | £12738        |
| Seats               | £826          |
| CIL                 | £5613         |
| Windfarm            | £6000         |
| Grants              | £6000         |
| Events              | £8000         |
| <b>TOTAL</b>        | <b>£84177</b> |

**Commitments**

|                              |                  |
|------------------------------|------------------|
| Salaries (including oncosts) | £23370.88        |
| Unpresented Cheques          | £0               |
| <b>TOTAL</b>                 | <b>£23370.88</b> |

**Income not yet received**

|                         |               |
|-------------------------|---------------|
| Windfarm                | £5000         |
| Precept                 | £14000        |
| Allotment & Ground Rent | £1085         |
| <b>TOTAL</b>            | <b>£20085</b> |

23.4 **Bank Reconciliation**

|                         |                 |
|-------------------------|-----------------|
| Balance @               | £95542.14       |
| Earmarked + Commitments | £-107547.88     |
| Income not yet received | £+20085         |
| <b>BAL:</b>             | <b>£8079.26</b> |

**24. DATE OF NEXT MEETING**

24.1 The meeting was then brought to a close and the date set for the next meeting which will take place on Wednesday 14 July 2021 6.30pm on Zoom.