



Clerk to the Council/
Clerc i'r Cyngor:

MRS. R.V. TUCKER, B.A.

16th December 2020

Dear Sir/Madam,

You are hereby requested to attend a meeting of the **POLICY & FINANCE COMMITTEE** virtually over Teams at **6.30 PM** on **WEDNESDAY 6th JANUARY 2021**.

Gofynnir drwy hyn i chi fynychu **PWYLLGOR POLISI A CHYLLID** yn **Rhith Gyfarfod** am **6:30 yf, DYDD MERCHER 6 IONAWR 2021**

Yours faithfully/ Yr eiddoch yn gywir

CLERK TO THE COUNCIL/ CLERC I'R CYNGOR

AGENDA

1. **Apologies**
To receive and accept apologies.
2. **Declarations of Interest**
Members to declare any interests in any items on Agenda.
3. **Schedule of Receipts and Payments**
To approve schedule of Receipts and payments for October 2020
(attached: pages 1 – 3)

35A, Commercial Street, Pontypool, Torfaen, NP4 6JQ Tel: (01495) 742805
35A, Stryd Masnach, Pont-y-pŵl, Torfaen NP4 6JQ Ffôn: (01495) 742805

TWINNED WITH LONGJUMBAU, FRANCE, BREITEN, GERMANY & CONDEIXA, PORTUGAL
GEFPELLIWIYD Â LONGJUMEAU, FFRAINÇ, BREITEN, YR ALMAEN & CONDEIXA, PORTUGAL

4. **Monitoring Report**
To receive and consider the financial monitoring report to the end of October 2020 (attached: pages 4 – 7)
5. **Local Voluntary Funding**
To confirm the applications for Local Voluntary Funding as attached (pages 8 – 14)
6. **Printer**
To approve purchasing a printer for the Administration Officer. (attached: page 15)
7. **Sparkle Appeal**
To receive financial requests from the following organisations:
(i) Sparkle South Wales (attached: pages 16 – 23)
(ii) Spinal Research (attached: page 24)
(iii) Cerebral Palsy Cymru (attached: page 25)
8. **Thank you letters**
To receive thank you letters from Cwmavon Village Hall and Griffithstown AFC (attached: pages 26 and 27)
9. **EXCLUSION OF PRESS AND PUBLIC**
By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
10. **Budget Meeting**
To approve the minutes and recommendations of the Budget Meeting held on the 8th December 2020 in order for the precept and budget for 2021/2022 to be approved at January Council (attached: pages 29 – 32)
11. **Community Halls and Facilities**
To receive a report on Community Halls and Facilities and to consider the amount of financial assistance to award those Community Halls and Facilities that have applied (attached: pages 33 – 35)

Councillors: Mrs N. P. Parrish (Chair) J. Killick (Vice-Chair) Ms K. Arthur, Miss L. Clarkson, G. Davies, M. Ford, Mrs E. Hunt, A. Lang, R. Overton and B. Taylor JP

Chairman and Leader ex officio.

POLICY FINANCE MEETING
6 JANUARY 2021

SCHEDULE OF PAYMENTS - OCTOBER 2020

VO NO	CHQ NO	TO WHOM PAID	DETAILS	AMOUNT
204	DD	Cathedral Leasing	Hygiene Disposal Bins	36.40
205	SO	Torfaen County Borough Council	Salaries	14,000.00
206	DD	Worldpay	Card Payment Charges	44.80
207	DD	Worldpay	Automated Payment Fee	23.94
208	DD	Barclaycard	Credit Card - Various	212.57
209	DD	BT Payment Services	Mobile Phone	28.80
210	DD	123 Telecom	Broadband/Telephone Charges	194.40
211	BP	Torfaen County Borough Council	Building Cleaning - October	655.67
212	BP	Orbits IT	Monthly Licences - October	215.58
213	BP	J S Cleaning Services	Window Cleaner	108.00
214	BP	Initial Washroom Hygiene	Mat Service	73.25
215	BP	Dragon Fire & Security	Alarm Monitoring & Maint - Office	22.26
216	BP	H O'Sullivan	Internal Audit Fee - 2019/20	2,838.30
217	BP	SRS	Services Provided - 2020/21	1,800.00
218	BP	Torfaen County Borough Council	Welsh Language Translation	20.99
219	BP	Torfaen County Borough Council	Salary Adjustment - September	2,593.49
220	BP	Industrial Door Services	Repairs - Roller Door (unit 8)	180.00
221	BP	Trac 2	Chairman's Charity Payment - M Ford	505.85
222	BP	Crownbridge Special School	Chairman's Charity Payment - M Ford	505.85
223	116566	Pontypool Retired Men's Society	LVF - Mrs G James	100.00
224	116567	Rectorial Benefit of Pontypool	LVF - Mrs J Jones	500.00
225	BP	3rd Panteg Brownies	LVF - R Mills	300.00
226	BP	Penygarn JAFc	LVF - Mrs R Matthews	500.00
				<hr/> 25,460.15

SCHEDULE OF PAYMENTS - OCTOBER 2020

227	BP	Woodlands Field Neighbhd Centre	LVF - Mrs R Matthews	25,460.15
228	BP	4th Gwent Boys Brigade	LVF - Mrs R Matthews	250.00
229	BP	Woodlands Camera Club	LVF - Mrs R Matthews	250.00
230	BP	Initial Washroom Hygiene	Mat Service	200.00
231	BP	Orbits IT	Monthly Licences - July	73.25
232	BP	Race AFC	LVF - JK Replace chq 116378	209.58
233	116378	Race AFC	LVF - JK Replaces by BP	500.00
234	BP	Griffithstown Primary School	LVF - NP/EH/BR/AL Replace Chq 116444	500.00
235	116444	Griffithstown, Primary School	LVF - NP/EH/BR/AL Replaced by BP	300.00
236	BP	Griffithstown Primary School	Winner - Eisteddfod Replace Chq 116478	400.00
237	116478	Griffithstown, Primary School	Winner - Eisteddfod Replaced by BP	400.00
238	BP	J S Cleaning Services	Window Cleaner	108.00
239	BP	Industrial Door Services	Replace Metal Barrier on Roller Door	334.50
240	BP	Zurich Insurance	Insurance Renewal - Office	3,603.69
241	BP	Consortium	Stationery	159.01
242	BP	Dwr Cymru Welsh Water	Water Charges - Office	103.11
243	DD	Torfaen County Borough Council	Rates - Unit 8	77.00
244	DD	Torfaen County Borough Council	Rates - Office	883.00
245		CCLA	Interest	62.41
				<hr/>
				31,773.70

POLICY FINANCE MEETING - WEDNESDAY 6 JANUARY 2021

SCHEDULE OF RECEIPTS - OCTOBER 2020

	FROM WHOM RECEIVED	DETAILS	AMOUNT
OCTOBER	CCLA	Interest - October	62.41
	Merthyr Motor Auctions	Proceeds of auction - TF	1,588.80
			<u>1,651.21</u>

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Pontypool Community Council

Financial Budget Comparison

31.10.2020

4

Comparison between 01/04/20 and 31/10/20 inclusive.

	2020/2021 Budget	Revised 2020/21 Budget	Actual Net to 31.10.20	Agreed 2021/2022 Budget
INCOME				
Council				
101 Precept	£702,452.00	£702,452.00	£468,301.33	£698,809.00
102 Income from Sale of Taskforce fixed assets	£0.00	£0.00	£1,588.80	£0.00
105 V.A.T.Refund	£0.00	£0.00	£9,220.37	£0.00
115 Refreshments	£150.00	£0.00	£0.00	£0.00
Total Council	£702,602.00	£702,452.00	£479,110.50	£698,809.00
Policy & Finance Committee				
301 Bank Interest (CCLA)	£2,000.00	£1,400.00	£771.18	£1,400.00
305 Sub-lettings	£300.00	£0.00	£0.00	£0.00
310 Bank Charges Refund	£60.00	£60.00	£71.95	£60.00
315 Misc Income	£0.00	£0.00	£10.00	£0.00
320 Publications	£0.00	£0.00	£110.00	£0.00
330 Pontypool Regeneration	£0.00	£0.00	£8,988.47	£0.00
Total Policy & Finance Committee	£2,360.00	£1,460.00	£9,951.60	£1,460.00
Events Committee				
501 Party in the Park	£12,800.00	£0.00	£0.00	£5,000.00
505 Christmas Trees	£2,000.00	£2,000.00	£0.00	£2,000.00
Total Events Committee	£14,800.00	£2,000.00	£0.00	£7,000.00
Total Income	£719,762.00	£705,912.00	£489,062.10	£707,269.00

Financial Budget Comparison

Comparison between 01/04/20 and 31/10/20 inclusive.

	2020/2021 Budget	Revised 2020/21 Budget	Actual Net to 31.10.20	Agreed 2021/2022 Budget
EXPENDITURE				
Establishment Committee				
2001 Salaries	£210,000.00	£206,000.00	£107,403.48	£206,000.00
2010 Conferences/Training	£2,000.00	£2,000.00	£300.00	£2,000.00
2015 Health and Safety & PPE	£1,500.00	£1,500.00	£233.98	£1,500.00
2020 Payroll Charges	£700.00	£700.00	£0.00	£700.00
Total Establishment Committee	£214,200.00	£210,200.00	£107,937.46	£210,200.00
Policy & Finance Committee				
3001 Rent, Rates & Water	£28,800.00	£28,800.00	£25,781.61	£28,800.00
3010 Fuel Charges	£6,000.00	£6,000.00	£2,275.22	£6,500.00
3015 Office Equipment & Consumables	£10,000.00	£11,300.00	£9,645.79	£11,300.00
3025 Cleaning	£9,500.00	£9,500.00	£4,458.13	£9,700.00
3030 Repairs/Refurbishment	£4,000.00	£4,000.00	£1,606.41	£4,000.00
3035 Fixed Rental & Maint Charges	£8,400.00	£9,850.00	£4,623.53	£10,400.00
3110 Insurance	£6,000.00	£4,500.00	£3,603.69	£4,500.00
3120 Association Subscriptions	£5,625.00	£5,625.00	£0.00	£5,625.00
3122 Stationery	£1,600.00	£1,600.00	£239.39	£1,600.00
3125 Audit Fee	£4,000.00	£4,000.00	£3,066.90	£4,200.00
3130 Postages	£2,060.00	£2,060.00	£0.00	£2,100.00
3160 Photocopying Costs	£1,500.00	£1,500.00	£54.00	£1,500.00
3165 Advertising	£1,500.00	£1,500.00	£0.00	£1,500.00
3170 Publications	£1,000.00	£1,000.00	£197.50	£1,000.00
3175 Website Design	£1,000.00	£1,120.00	£1,120.00	£1,000.00
3180 Welsh Language Translation	£800.00	£800.00	£17.49	£800.00
3185 Bank Charges (Current Account)	£360.00	£360.00	£238.89	£100.00
3190 Mobile Telephone	£247.20	£247.20	£144.00	£300.00
3200 Local Voluntary Funding	£52,500.00	£52,500.00	£7,610.00	£52,500.00
3210 Community Notice Boards	£5,000.00	£5,000.00	£0.00	£6,000.00
3500 Youth Council (Delegated Budget)	£1,250.00	£1,250.00	£0.00	£1,250.00
3600 Election Expenses	£5,000.00	£5,000.00	£0.00	£5,000.00
3605 Chairman's Allowance	£1,500.00	£750.00	£0.00	£1,500.00
3610 Members Remuneration IRPW	£6,000.00	£6,000.00	£4,700.00	£6,000.00
3615 Repairs, Chain of Office	£500.00	£500.00	£0.00	£500.00
3620 Vice-Chairman's Allowance	£500.00	£250.00	£0.00	£500.00
3625 Conference Fees & Expenses	£500.00	£500.00	£0.00	£500.00
3630 Attendance Allowance	£500.00	£500.00	£0.00	£500.00
3635 Members Training	£1,000.00	£1,000.00	£0.00	£1,000.00
3640 Publicity Items	£1,000.00	£1,000.00	£0.00	£1,000.00
3645 Photographs	£150.00	£150.00	£0.00	£150.00
3650 Refreshments	£1,200.00	£600.00	£0.00	£1,200.00
3655 Annual Dinner	£2,500.00	£0.00	£0.00	£2,500.00
3660 Chairman's charity payments	£0.00	£0.00	£1,011.70	£0.00
Total Policy & Finance Committee	£171,492.20	£168,762.20	£70,394.25	£175,025.00
Planning & Environment Committee				
4001 Environmental Awards/Projects	£4,000.00	£4,000.00	£1,960.00	£4,000.00
4005 Litter Bins / Doggy Bins	£4,000.00	£4,000.00	£0.00	£4,000.00
4010 Spring Flowers	£2,500.00	£0.00	£0.00	£2,500.00

4015	Forest School	£2,000.00	£2,000.00	£0.00	£2,000.00
4020	Benches	£2,000.00	£3,000.00	£0.00	£3,000.00
4035	Environmental Quiz	£660.00	£660.00	£0.00	£660.00
4050	Footpaths	£200.00	£200.00	£0.00	£200.00
4055	Woodland Rent & Amazing Tree	£150.00	£150.00	£67.50	£150.00
4100	Pontypool Regeneration	£30,000.00	£30,000.00	£3,663.84	£30,000.00
4105	Playschemes/Hunger Club	£29,000.00	£29,000.00	£0.00	£29,000.00
4110	Public Toilets	£5,000.00	£5,000.00	£0.00	£5,000.00
Total Planning & Environment Committee		£79,510.00	£78,010.00	£5,691.34	£80,510.00

Events Committee

5001	Party in the Park	£15,000.00	£433.50	£433.50	£15,000.00
5020	Christmas Lights	£60,000.00	£60,000.00	£22,008.95	£60,000.00
5025	Christmas Trees	£35,000.00	£35,000.00	£0.00	£35,000.00
5030	Christmas Cavalcade	£13,000.00	£0.00	£0.00	£13,000.00
5050	Eisteddfod	£9,000.00	£3,000.00	£0.00	£9,000.00
5065	New Events	£5,000.00	£5,000.00	£0.00	£5,000.00
5070	World War Commemorations	£1,244.00	£1,244.00	£0.00	£0.00
5075	Poetry Competition	£300.00	£500.00	£460.00	£500.00
5080	Photography Competition	£500.00	£500.00	£212.22	£500.00
5085	Testimonials	£200.00	£200.00	£0.00	£200.00
5090	Chairman's Concert	£200.00	£200.00	£0.00	£200.00
5100	Youth Festival - Pontypool Festival	£5,000.00	£5,000.00	£0.00	£5,000.00
5105	Youth Festival - incl Oversea Airfares	£2,000.00	£0.00	£0.00	£2,000.00
5200	Twinning - Chairman's Visits	£2,000.00	£0.00	£0.00	£2,000.00
5205	Twinning - Council's Visits	£0.00	£0.00	£0.00	£0.00
Total Events Committee		£148,444.00	£111,077.50	£23,114.67	£147,400.00

Grants

6001	Running Costs Grants	£17,350.00	£17,350.00	£9,000.00	£17,350.00
6005	Grounds Maintenance	£8,000.00	£8,000.00	£7,000.00	£8,000.00
6010	Sponsorship Grant (Section 19)	£6,000.00	£6,000.00	£0.00	£6,000.00
6015	Grant Aid Committee (Section 133)	£5,000.00	£5,000.00	£3,850.00	£5,000.00
6020	Grants- Misc	£5,000.00	£5,000.00	£1,700.00	£5,000.00
6025	Presentation Evenings	£1,000.00	£0.00	£0.00	£1,000.00
6035	Food Bank 2020	£0.00	£20,000.00	£20,000.00	£0.00
6036	Play Packs 2020	£0.00	£6,700.00	£0.00	£0.00
Total Grants		£42,350.00	£68,050.00	£41,550.00	£42,350.00

Youth Work Project

7001	Youth Project	£53,000.00	£20,000.00	£0.00	£53,000.00
7005	Other Community Benefit Projects	£20,000.00	£0.00	£0.00	£20,000.00
Total Youth Work Project		£73,000.00	£20,000.00	£0.00	£73,000.00

Total Expenditure	£728,996.20	£656,099.70	£248,687.72	£728,485.00
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Total Income - Page 1	£719,762.00	£705,912.00	£489,062.10	£707,269.00
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Total Expenditure -- Page 2 - 4	£728,996.20	£656,099.70	£248,687.72	£728,485.00
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Total Net Balance	-£9,234.20	£49,812.30	£240,374.38	-£21,216.00
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Funded by:

Transfer from Reserves	£6,244.00	£9,234.20	
Transfer from General Fund	£2,990.20		
Transfer from Reserve Computer Equipment		£7,100.00	
Contingency Reserve 21/22		-£21,216.00	21,216.00

Total Funds available	£0	£44,930.50	£0
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8

POLICY AND FINANCE

6th JANUARY 2020

LOCAL VOLUNTARY FUNDING

<u>Councillor</u>	<u>Requested Amount</u>	<u>Organisation</u>	<u>Reason</u>	<u>Power/Act to Ward Grant</u>
Cllr. J. Killick	£400	Blaendare Allotments Association	To care for fences etc.	s.215 Local Government Act 1972
Cllr. J. Killick	£400	The Race Club, Blaendare Road	Provides activities and a meeting place for the people in the area.	Local Government Act (Miscellaneous Provisions) Act 1976. S. 19
Cllr. J. Killick	£400	Pontymoile Community Hall	Provides space for community groups to run sessions and events.	Local Government Act (Miscellaneous Provisions) Act 1976. S. 19
Cllr. J. Killick	£400	Race Football Club	To support junior football.	Local Government Act (Miscellaneous Provisions) Act 1976. S. 19
Cllr. J. Killick	£400	Pontymoile OAP Hall	Provides activities and a meeting place for the elderly.	Local Government Act (Miscellaneous Provisions) Act 1976. S. 19
Cllr. J. Killick	£400	West Monmouth RFC	To support Junior Rugby	Local Government Act (Miscellaneous Provisions) Act 1976. S. 19



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	Blaendare Allotments Association
<i>Is Organisation a Charity Yes / No</i>	No
Nature of Organisation:	Helps people care for their allotments
Purpose of Grant:	To care for fences etc
Name of Councillor:	John Killick
Ward:	Cwmyrnyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above. I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
<p>Amount to be allocated (Limit £500)</p> <p>£400.....</p>	<p>Signed:</p> <p>Dated: 9 December 2020.....</p>



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	The Race Club, Blaendare Road
<i>Is Organisation a Charity Yes / No</i>	Yes
Nature of Organisation:	Community Hall run by management committee for the benefit of local people
Purpose of Grant:	Provides activities and a meeting place for the people in the area
Name of Councillor:	John Killick
Ward:	Cwmynyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above.</p> <p>I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
<p>Amount to be allocated (Limit £500)</p> <p>£400.....</p>	<p>Signed:</p> <p>Dated: 9 December 2020.....</p>

11



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	Pontymoile Community Hall
<i>Is Organisation a Charity Yes / No</i>	No
Nature of Organisation:	Community Hall run by management committee of local people
Purpose of Grant:	Provides space for community groups to run sessions and events
Name of Councillor:	John Killick
Ward:	Cwmynyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above. I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
<p>Amount to be allocated (Limit £500)</p> <p>£400.....</p>	<p>Signed:</p> <p>Dated: 9 December 2020.....</p>



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	Race Football Club
<i>Is Organisation a Charity Yes / No</i>	No
Nature of Organisation:	Football Club catering for a wide variety of age groups, male and female
Purpose of Grant:	To support junior football
Name of Councillor:	John Killick
Ward:	Cwmyrnyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above. I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
<p>Amount to be allocated (Limit £500)</p> <p>£400.....</p>	<p>Signed:</p> <p>Dated: 9 December 2020.....</p>

13



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	Pontymoile OAP Hall
<i>Is Organisation a Charity Yes / No</i>	Yes
Nature of Organisation:	Community Hall run by management committee of local people
Purpose of Grant:	Provides activities and a meeting place for the elderly in the area
Name of Councillor:	John Killick
Ward:	Cwmynyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above.</p> <p>I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
Amount to be allocated (Limit £500) £400.....	Signed: Dated: 9 December 2020.....

14



APPLICATION FOR LOCAL VOLUNTARY FUNDING

Name of Organisation:	West Mon RFC
<i>Is Organisation a Charity Yes / No</i>	No
Nature of Organisation:	Rugby Club catering for a wide variety of age groups, male and female
Purpose of Grant:	To support junior rugby
Name of Councillor:	John Killick
Ward:	Cwmynyscoy
Declaration of Interest: / NO	Details of Personal Interest: None
<p>I verify that the organisation requires funding for the purposes stated above.</p> <p>I verify that the organisation has a Safeguarding policy in place if dealing with children and vulnerable adults.</p>	
<p>Amount to be allocated (Limit £500)</p> <p>£400.....</p>	<p>Signed:</p> <p>Dated: 9 December 2020.....</p>

Cindy Challenger

15

From: Carol Peterson
Sent: 14 December 2020 09:17
To: Cindy Challenger
Subject: FW: PRINTER

Hi Cindy

Please find details of a printer from Amazon.

Kind Regards

Carol

From: Carol Peterson
Sent: 11 December 2020 11:51
To: Jane Wright <JWright@pontypoolcc.gov.uk>
Cc: Cindy Challenger <cchallenger@pontypoolcc.gov.uk>
Subject: RE: PRINTER

Hi Jane

I have contacted Orbits, but Dean is not at his desk, So I explained Daniel the reason for my call and he will get Dean to ring me back. I was given a reference number so that my call is logged.

Please find below the third quote.

Amazon – Canon TR4550 Inkjet Printer - £68.95.

Kind Regards

Carol

From: Jane Wright <JWright@pontypoolcc.gov.uk>
Sent: 11 December 2020 11:18
To: Carol Peterson <CPeterson@pontypoolcc.gov.uk>
Cc: Cindy Challenger <cchallenger@pontypoolcc.gov.uk>
Subject: RE: PRINTER

Cindy said to speak to Dean in Orbits in the first instance to see if they can supply a printer and what would be the cost, then obviously we can use the quotes below if they don't, however she has asked for you to look on Amazon to see if they can match the same prices and printers below, as we have to get three quotes to go to P & F.

Many thanks Carol.

Kind Regards

Jane

Jane Wright,
Assistant Clerk

Cindy Challenger

16

From: Verity Cadwallader (Aneurin Bevan UHB - Sparkle)
<Verity.Cadwallader@wales.nhs.uk>
Sent: 30 November 2020 14:34
To: Cindy Challenger
Subject: FW: Community Council Donation request
Attachments: Sparkle (South Wales) Limited Signed Accounts Mar 20 (002).pdf

Good afternoon

Sparkle is the charity that supports children, young people, and their families with disabilities and / or developmental difficulties. We do this through our **Serennu Children's Centre in Newport, through Nevill Hall Children's Centre in Abergavenny**, and through our outreach activities coming to **Torfaen from next week** to help families in your community.

Every week we support over 300 families by delivering activities and clubs such as independent living skills, youth clubs, play clubs, swimming sessions, and cooking, whilst also supporting families through specialist counselling, workshops, and information and advice services.

Our guiding principle is to ensure that every child is fully supported to participate in valued childhood experiences and has access to the same range of opportunities, life experiences, activities and services, as any other child. Whilst COVID has changed the way we are working, many of our clubs and activities are going ahead, albeit slightly different and of course adhering to current regulations. And our Family Liaison Officers are still working hard to support our families at such a tough time.

We're writing to ask if you can help us with a Community Council donation this year?

Our work is not possible without the help and support of our communities to raise the funds we need to keep our services running. But as you can imagine COVID drastically changed the way we are fundraising.

We would be extremely grateful if you would consider us as a beneficiary this year. Just a small donation could help us make a huge difference to our wonderful Sparkle Families. I have enclosed a copy of our latest accounts should you need this for your application purposes. If you do need anything further please let me know.

I look forward to hearing from you.

Best wishes
Verity

Verity Cadwallader
Fundraising Manager
Sparkle
Serennu Children's Centre
off Cwrt Camlas
High Cross Road
Rogerstone
NP10 9LY

T: 01633 748125
E: verity.cadwallader@wales.nhs.uk
[linkedin.com/in/veritycadwallader](https://www.linkedin.com/in/veritycadwallader)

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Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

2 Income from donations and legacies

	Unrestricted funds		Total Period ended 2020 £	Total 2019 £
	General £	Restricted funds £		
Donations and legacies:				
Donations from companies, trusts and similar proceeds	16,777	233,546	250,323	117,088
Donations from individuals	33,471	3,614	37,085	67,184
Gift aid reclaimed	1,332	6,250	7,582	2,424
Grants, including capital grants:				
Grants from trusts and other funders	-	53,732	53,732	71,656
Grants from other organisations	100	96,301	96,401	301,123
Grants from companies	-	40,541	40,541	5,659
	<u>51,680</u>	<u>433,984</u>	<u>485,664</u>	<u>555,134</u>

3 Income from charitable activities

	Unrestricted funds		Total Period ended 2020 £	Total 2019 £
	General £	Restricted funds £		
Clubs, activities and cafe sales	<u>63,395</u>	<u>826</u>	<u>64,221</u>	<u>57,246</u>

4 Income from other trading activities

	Unrestricted funds		Total Period ended 2020 £	Total 2019 £
	General £	Restricted funds £		
Events income;				
Fundraising events	<u>3,679</u>	<u>94</u>	<u>3,773</u>	<u>5,148</u>

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Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

5 Investment income

	Unrestricted funds		Total Period ended 2020 £	Total 2019 £
	General £	Restricted funds £		
Interest receivable and similar income;				
Interest receivable on bank deposits	2,178	-	2,178	1,552

6 Expenditure on raising funds

	Direct costs £	Allocated support costs £	Total Period ended 2020 £	Total 2019 £
Costs of generating donations and legacies	17,888	-	17,888	28,860

Of the above costs £nil (2019 - £9,321) were attributable to restricted funds and £17,888 (2019 - £19,539) were attributable to unrestricted funds.

7 Charitable activities

	Activity undertaken directly £	Activity support costs £	Total Period ended 2020 £	Total 2019 £
Centre maintenance and upkeep and play equipment	82,004	674	82,678	77,564
Clubs, activities and cafe sales	384,217	52,874	437,091	423,237
Governance	-	3,540	3,540	3,251
	<u>466,221</u>	<u>57,088</u>	<u>523,309</u>	<u>504,052</u>

Of the above costs £375,225 (2019 - £441,663) were attributable to restricted funds and £148,084 (2019 - £62,389) were attributable to unrestricted funds.

Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

8 Analysis of governance and support costs

Support costs allocated to charitable activities

	Basis of apportionment	Centre and play equipment maintenance and upkeep	Clubs, activities and cafe sales	Total Period ended 31 March 2020	Total Period ended 31 March 2019
		£	£	£	£
Employment costs	Hours spent	-	50,724	50,724	41,019
Legal and professional fees	Hours spent	-	2,150	2,150	1,854
Governance	% of total activity costs	674	3,540	4,214	3,852
		<u>674</u>	<u>46,124</u>	<u>57,088</u>	<u>46,725</u>

Governance costs

	Centre and play equipment maintenance and upkeep	Clubs, activities and cafe sales	Total Period ended 31 March 2020	Total Year ended 31 March 2019
	£	£	£	£
Independent examiners' remuneration	330	1,734	2,064	1,998
Legal and professional fees	344	1,806	2,150	1,854
	<u>674</u>	<u>3,540</u>	<u>4,214</u>	<u>3,852</u>

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	-	257

Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

10 Trustees remuneration and expenses

No trustees have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	322,977	331,138
Social security costs	15,374	15,385
Pension costs	14,978	14,960
Other staff costs	6,953	10,052
	<u>360,282</u>	<u>371,535</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2020 No	2019 No
Administration	3	3
Charitable activities	70	57
Governance	7	7
	<u>80</u>	<u>67</u>

6 (2019 - 8) of the above employees participated in the Defined Contribution Pension Scheme.

Contributions to the employee pension schemes for the year totalled £14,978 (2019 - £14,960).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £47,294 (2019 - £5,000).

The average number of full time staff employed in the period was 10, and the average number of part time staff employed was 70. The equivalent number of full time staff employed would be estimated as 16.

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Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

12 Independent examiner's remuneration

	2020 £	2019 £
Other fees to examiners		
The examining of accounts of any associate of the charity	<u>2,064</u>	<u>1,998</u>

13 Taxation

No tax was charged in the year (2019 - £nil) . As disclosed in the accounting policies, the company is a registered charity and is, therefore, exempt from taxation.

14 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2019	<u>5,487</u>	<u>5,487</u>
At 31 March 2020	<u>5,487</u>	<u>5,487</u>
Depreciation		
At 1 April 2019	<u>5,487</u>	<u>5,487</u>
At 31 March 2020	<u>5,487</u>	<u>5,487</u>
Net book value		
At 31 March 2020	<u>-</u>	<u>-</u>
At 31 March 2019	<u>-</u>	<u>-</u>

15 Debtors

	2020 £	2019 £
Prepayments	185	185
Other debtors	<u>36,292</u>	<u>26,295</u>
	<u>36,477</u>	<u>26,480</u>

Sparkle (South Wales) Limited
known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

16 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	-	18,351
Other taxation and social security	3,893	5,440
Other creditors	7,229	-
Pension scheme creditor	2,319	1,947
	<u>13,441</u>	<u>25,738</u>

17 Charity status

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

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Sparkle (South Wales) Limited

known as The Sparkle Appeal

Notes to the Financial Statements for the Year Ended 31 March 2020

18 Funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
<i>General</i>				
Unrestricted Income Fund	291,921	120,932	(165,972)	246,881
Restricted funds				
Frontier Medical Group Limited	245,407	93,000	(52,325)	286,082
NCC Family First Play Club	-	38,541	(38,541)	-
NCC Family First Youth Club	-	12,000	(12,000)	-
Children In Need	-	30,000	(28,234)	1,766
Ordinary 2 Extraordinary Clubs	87,859	25,000	(79,113)	33,746
Holiday Club	3,989	-	(882)	3,107
Barclays	46,691	-	(13,154)	33,537
NCC - Families First	-	10,000	(10,000)	-
Trust for Sick Children in Wales	19,249	-	(19,249)	-
The Waterloo Foundation	27,360	-	(23,312)	4,048
ISCAN	24,728	-	(1,453)	23,275
DM Thomas Foundation	10,000	-	(10,000)	-
Tesco Bags of Help Funding	2,277	1,000	(3,277)	-
Headley Foundation	-	2,500	(2,500)	-
Skipton	-	3,000	(3,000)	-
ABUHB Recharge Costs	-	29,558	(29,558)	-
ALN Parents Engagement	-	5,000	(652)	4,348
Covid 19 Emergency Appeal Campaign	-	99,864	-	99,864
Garfield Weston Foundation	-	25,000	(25,000)	-
TVA Third Sector ICF Funding	-	7,808	-	7,808
Les Mills	-	1,000	(1,000)	-
Nevill Hall	-	50,639	(20,981)	29,658
Swim Costs	-	994	(994)	-
Total restricted funds	<u>467,560</u>	<u>434,904</u>	<u>(375,225)</u>	<u>527,239</u>
Total funds	<u>759,481</u>	<u>555,836</u>	<u>(541,197)</u>	<u>774,120</u>



Mrs C Challenger
35A Commercial Street
Pontypool
Torfaen
NP4 6JQ

0003372
0003372/38900B/31H0A150000179

October 2020

Dear Mrs Challenger,

As the new Chief Executive of Spinal Research, I wish I was writing to you in happier times. You may have read the many stories of the difficulties charities are facing during this global crisis and as a supporter, it would be natural to worry about the affect this will have on the incredibly important research projects we have all worked so hard to fund over the years.

The truth is that Covid-19 has impacted SCI research projects across the whole world in one way or another. In UK, the Association of Medical Research Charities (AMRC) estimates that 54% of research studies and clinical trials have been delayed, or even abandoned.

To compound the issue of having to lockdown labs, the UK Government support for medical research, until now, has been limited to the Job Retention Scheme for lab employees. This leaves a series of shortfalls for labs ranging from PhD student salaries to disposal or wastage of materials due to having to restart experiments.

Progress in scientific research depends on continued support and momentum. With Covid-19 forcing project delays and even project abandonment, some lines of scientific enquiry may be at risk of reaching a premature end. As a result, the crisis will hurt many scientific fields.

At Spinal Research we are working around the clock to help support our amazing researchers at this difficult time to ensure that our critical research projects can safely start, resume and successfully complete.

The good news is that some of our projects were able to resume work in July and August as the Government, Hospitals and Universities started lifting restrictions on research work. In some cases, our ingenious researchers have even come up with innovative and efficient ways of working virtually, where appropriate.

Despite this amazing effort, it is inevitable there will be some delays. And with delays there will be some additional costs to bear.

Within reason, the consensus is that the bearing of these additional costs by funders, like ourselves, would be a good investment to secure scientific progress for the long run.

Please turn over...

CEO Harvey Sihota BSc (Hons)
Chairman Board of Trustees David B Allan MD FRCS RCPSCG
Honorary Treasurer Ian Curtis BA (Hons) FCA
Chairman Scientific Advisory Committee Dr James Guest MD PhD FACS

Registered Office
80 Coleman Street
London EC2R 5BJ



16th October 2020

Ruth Tucker
Pontypool Community Council
35a Commercial Street
Torfaen
Pontypool
Torfaen
NP4 6JQ

Dear Ms Tucker

I do hope this letter finds you and all your members well.

As you may be aware, Cerebral Palsy Cymru (formerly Bobath Children's Therapy Centre Wales) is a registered charity providing specialist therapy and support to children and families across Wales living with cerebral palsy.

As a result of the COVID-19 pandemic, and as a small charity which usually relies on fundraising and profits from our charity shops for approximately 80% of our income, we have suffered shattering losses. We are predicting a 44% loss in funding this financial year, and despite already making severe cuts, including making 1/5 of our team redundant, currently we are still facing a deficit again next year.

However, just as our founder parents fought 28 years ago to establish a specialist centre for children with cerebral palsy in Wales, we are now fighting to keep that centre here for the future.

Children who have cerebral palsy are extremely vulnerable, and families who have a child living with cerebral palsy are already socially and economically disadvantaged. In 'normal' circumstances they are one of the communities most in need. During lockdown, and right now, their needs are greater than ever.

Within days of the lockdown, we had re-invented our very 'hands on' and face to face, specialist therapy service to a virtual one via video call. Since the 23rd March we have provided 218 therapy interventions and family support sessions; virtually, over the phone and more recently face to face, helping 88 children and their families. For families, particularly those who have given birth during lockdown and whose babies are at high risk, this help has been a lifeline. A mum of a two week old baby said

Cindy Challenger

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From: Rebecca Cronin
Sent: 02 October 2020 13:50
To: Cindy Challenger
Subject: FW: APPLICATION FOR GRANT AID PONTYPOOL COMMUNITY COUNCIL

Letter of thanks from Cwmavon Village Hall 😊

From: SUSSANA WALL <soowall@btinternet.com>
Sent: 02 October 2020 13:47
To: Rebecca Cronin <RCronin@pontypoolcc.gov.uk>
Cc: Priscilla Pearson <priscillapearson@btinternet.com>
Subject: APPLICATION FOR GRANT AID PONTYPOOL COMMUNITY COUNCIL

Hi Becky

Thank you so much for your letter, received yesterday, re. the above.

Fantastic news about our successful application, the £350 will go a long way in helping the hall continue in providing a centre for our community.

I have spoken to our Secretary David Warren to let him know that a direct payment will be paid into the hall's bank account.

During this difficult time of COVID-19 community, where community centres cannot open for social gatherings, this has a major impact on our income.

Grants, like those given by Pontypool Community Council, are a lifeline to communities.

Thank you once again.

Stay safe.

Soo Wall

Secretary

Cwmavon Village Hall

Griffithstown A.F.C.

(Founded 1976)

Members of Torfaen Junior & Youth Football League

Affiliated to Gwent County Football Association –

Affiliation No. A1920/021

Ground: Jarrold's Field, Polo Grounds, New Inn, Pontypool, Torfaen.

Team Colours: - Red, Black & White



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SEASON 2020- 2021

30th September 2020

Mrs A. Ambrosen
Projects Officer
Pontypool Community Council
35A Commercial Street
Pontypool
Torfaen
NP4 6JQ

Dear Mrs Ambrosen,

Award of Ground Maintenance Grant

I was extremely pleased to receive your email awarding our Club a £700 maintenance grant. On behalf of the Officers and Club I would be grateful if you could convey our grateful thanks to the Awards Committee, it will certainly help towards the maintenance costs of our two pitches at the Polo Grounds.

So once again, many thanks.

Yours sincerely,

Neil Cummings

Neil Cummings
Treasurer

Chairman
Mr. Gerald Davies
10, West Avenue,
Griffithstown,
Pontypool
NP4 5AJ
Tel. (01495) 755714

Treasurer
Mr. Neil Cummings
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