

Supporting papers for November 2024

List of Correspondence – November 2024

Appendix 1

Items marked with an * have been sent to each member.

RCTCBC

Remembrance Parades in RCT
CF72 Neighbourhood Network Meeting Nov 21st
Remembrance Events – Road Closures and Risk Assessments

Planning Aid Wales

SBRI Challenge - Regeneration of Post Industrial Sites in the South Wales Valleys
South East Wales Strategic Development Plan - Draft Delivery Agreement

One Voice Wales

REMINDER 20-11-2024 JOINT OVW/SLCC EVENT
REMINDER - DIGITAL ASSESSMENT PROGRAMME
Pethau Bychain Nature Network

Mr EE

*Request for support - notification to RCT Planning Enforcement Team

SWFRS

Safer Together - Have Your Say 2024

Heledd Fychan MS/AS - Cost Of Living Network



To: Llanharry Community Council
Community Councillor

Date: 30th October 2024
Our Ref: 24/1010/FUL
Please ask for: Huw Boaler
Telephone: 01443 281130
Email: huw.boaler@rctcbc.gov.uk

Dear Councillor,

TOWN AND COUNTRY PLANNING ACT 1990

Fy Nghyf/My Ref:	24/1010/FUL
Datblygiad Arfaethedig / Proposal:	Demolish existing outbuilding and construction of garden room.
Lleoliad / Location	Rose Cottage, Meadow Farm, Llanharry Road, Llanharan Rhondda Cynon Taf CF72 9LZ

CONSULTATION - COMMENTS TO BE RECEIVED BY: 20.11.2024..

I have received this application for permission to develop under the above act. I should be grateful if your Council would return any observations you may have concerning the application to me by the above date.

Please bear in mind that any observations received may be disclosed to the applicant or otherwise made public in the normal course of the Council's business.

Yours faithfully

Huw Boaler

Planning Officer



Llanharry Community Council

Application for Financial Assistance 2024/2025

Section 1: Contact Information

Name of Group / Organisation:
LLANHARRY ALLOTMENT ASSOCIATION Forest Road etc

Contact name and address to which correspondence should be sent:
~~655 Gwynedd Road, Llanharry, Merthyr Tydfil, Rhondda Cynon Taf, CF89 6AA~~
Ioan Jones

Postcode:
~~CF89 6AA~~

Telephone Number:
~~01495 711111~~

Section 2: About your Group / Organisation

How many active members does your group/organisation have?
21

Who, in the community of Llanharry and Tylagarw benefits from the services offered by your group/organisation?
Any persons or persons who are members of allotments and their families and friends.

What are the main activities provided by your group/organisation?
Help with both mental and physical health and well being for all members of the allotment and members of their families by providing physical activities and mental stress relief from the worries of everyday things eg. Cost of living.

Section 3: About the Project /Services you are applying funding for?

Please provide details of what you would like to use the grant for?
New lawn mower and possibly repairs to allotment as shed roof is starting to leak collapse in places my next new shed soon. Shed roof

How much grant would you like to apply for?
£500 - £600



Llanharry Community Council

Application for Financial Assistance 2024/2025

Section 1: Contact Information

Name of Group / Organisation: Llanharry Community Centre

Contact name and address to which correspondence should be sent:

Julie Olds, Llanharry Community Centre, Llanharry.

Postcode: CF72 9LJ

Telephone Number: Redacted

Section 2: About your Group / Organisation

How many active members does your group/organisation have?

Who, in the community of Llanharry and Tylagarw benefits from the services offered by your group/organisation?

All of the community of Llanharry.

What are the main activities provided by your group/organisation?

Youth activities, Mother & Toddler Group, Saturday market, Youth Club, Various classes

Section 3: About the Project /Services you are applying funding for?

Please provide details of what you would like to use the grant for?

Emergency Exit Doors

How much grant would you like to apply for? £3240 - £3628

Auditor General's report and audit opinion

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2023 of **Llanharry Community Council**. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 (the 2004 Act) and guidance issued by the Auditor General for Wales.

Audit opinion: Qualified

Except for the matters reported below in my Basis for Qualification, on the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Basis of Qualification

Annual Governance Statement

In my opinion, the Annual Governance Statement is not consistent with the Council's internal controls and governance arrangements for the year:

- Assertion 1. Approval of accounting statements. Regulation 15 requires the RFO to certify that the accounting statements properly presents (receipts and payments accounts) or presents fairly (income and expenditure accounts) the finances of the Council prior to Council approval.
- Assertion 2. Adequate internal controls. The Council does not receive a full list of payments that is to be approved in line with its financial regulations. The Council should ensure that this information is included within the minutes of the meeting or presented within the agenda in advance of the meeting. One payment made to Boverton Nurseries totalling £1984.80 was missing from the Council's minutes.

Other matters and recommendations

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council.

Contract of Employment Gratuity Clause

The contract of employment contains clause in relation to a gratuity. The contract states that the Council may make appropriate provision for the payment of a gratuity in accordance with the Regulations in force at the relevant time.

While the clerk's employment commenced in 2000, the contract is dated May 2023. Normally, new contract terms and conditions supersede earlier contracts.

The Regulations that permitted the Council to make a gratuity payment were repealed in 2012. Therefore, no new contractual entitlement can be created post 2012.

We recommend that the Council seeks appropriate advice to determine whether or not there is a contractual obligation to make a gratuity payment.

Papers circulated to members

The Council has not published papers that have been circulated to members in advance of meetings as required by the Local Government (Democracy) (Wales) Act 2013.

VAT Reclamation

The Council has not recorded VAT for one transaction in the year and therefore has not reclaimed the VAT for this transaction.

Council Approval Checks

The Internal Auditor signed the Annual Return after the Chair. We recommend that going forward, arrangements are put in place to ensure the Internal Auditor signs the Annual Return before the Chair.

There are no further matters I wish to draw to the Council's attention.

 Richard Harries, Director, Audit Wales For and on behalf of the Auditor General for Wales	Date: 03/09/2024
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LLANHARRY COMMUNITY COUNCIL

MANAGEMENT RISK ASSESSMENT POLICY 2024-2025

Assessment Criteria

Rating	Potential Consequence Score 1-5 Likelihood of happening Score 1-5 Severity Level Score—Potential Consequence X Likelihood	Classification	1-5 Low 6-10 Medium 11-15 High 16-25 Very High
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Assessment carried out on 23rd October 2024

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
COMMUNITY ASSETS						
Playing Field	North side boundary entrance to Fox & Hounds public house	2	5	10	Medium	Letter has been sent (annually) to Landlord informing him that there is no public right of way and that he is responsible for any claims arising from the construction of a pathway in the playing field. Uneven ground/surfaces/trees/hedges – no action to be taken.
Playing Field	South side boundary behind Spar including main entrance to playing field.	1	2	2	Low	Uneven ground/surfaces/trees/hedges – no action to be taken Exposed tree roots – no action to be taken. Part of tree blown down to rear of Spar shop – query on health of tree!
Playing Field	East side boundary in front of Community Centre	1	5	5	Low	Uneven ground/surfaces – no action to be taken. Football pitch access very muddy!
Playing Field	West side boundary to rear of properties along Llanharry Road	1	5	5	Low	Uneven ground/surfaces. Vegetation overgrowing path at corner.

LLANHARRY COMMUNITY COUNCIL

MANAGEMENT RISK ASSESSMENT POLICY 2024-2025

Assessment Criteria

Rating	Potential Consequence Score 1-5	Classification	1-5	Low
	Likelihood of happening Score 1-5		6-10	Medium
	Severity Level Score—Potential Consequence X Likelihood		11-15	High
			16-25	Very High

Assessment carried out on 23rd October 2024

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
MUGA	Playing Field	1	5	5	Low	Non – identified. See monthly inspection reports.
Teen Shelter	Playing Field	1	5	5	Low	Graffiti/Litter
	Play Area	N/a	N/a	N/a	N/a	Monthly independent inspections.
<u>BURIAL GROUNDS</u>						
Burial Ground	Cowbridge Road	2	3	6	Medium	Uneven ground/surfacing/trees/hedges – no action to be taken.
		3	4	12	High	Moss on paths and on slabs to front of war memorial – inform GM contractor.
Burial Ground Unused	Church burial ground	2	3	6	Medium	Uneven ground/surfacing/trees/hedges – no action to be taken.
		3	4	12	High	Moss on paths – inform GM contractor.
<u>ALLOTMENTS</u>						
	Fforest Road	2	2	4	Low	Uneven ground/surfacing/trees/hedges – no action to be taken.
	<u>Laureldene</u>	2	2	4	Low	Uneven ground/surfacing/trees/hedges – no action to be taken.

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Assessment carried out on 23rd October 2024

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
		5 3 3	3 2 2	15 6 6	High Medium Medium	Uncovered water barrels– Inform allotment holder. Obstacles on paths Vegetation growing over paths.
	Strip of land running from East to West alongside M 4.	1	5	5	Low	Uneven ground/surfacing/trees/hedges – no action to be taken. Footpath overgrown and impassable!
Ambulance Hall, Grounds	Birchgrove	2 1	2 2	4 2	Low Low	Uneven ground/surfacing- no action to be taken. Metal covers around down pipes have corrosion.
BUILDINGS						
Ambulance Hall	Birchgrove	1 1 2	2 2 2	2 2 4	Low Low Low	Loss of keys to Hall – register of keyholders set up. Loss of fob to Garage. Uneven ground/surfacing – no action to be taken.
Cemetery Shed	Cowbridge Road	1 2	2 3	2 6	Low Medium	Loss of keys to shed. Register of authorised key holders and users set up. Uneven ground/surfacing/trees/hedges – no action to be taken.
War Memorial	Ty Isaf	5	1	5	Low	Non-identified

LLANHARRY COMMUNITY COUNCIL

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Assessment carried out on 23rd October 2024

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
<u>BUS SHELTERS</u>	Tylacoch Avenue	1	5	5	Low	Uneven ground/surfacing/hedges – no action to be taken.
	Red Hill	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
	Post Office	1	5	5	Low	Non- identified.
	Birchgrove	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
	Ty Isaf	1	5	5	Low	Non- identified. Needs repainting – paint has been scraped off.
	Tylagarw	1	5	5	Low	Non-identified.
	Public seats at various locations	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
<u>COUNCIL OFFICE</u>	Groes Sannor, Degar Road	1	5	5	Low	Uneven ground/surfacing – no action to be taken. Lone working – see Lone Working Policy.
	Risk of Council not being able to continue its business due to an unexpected or tragic circumstance.	5	1	5	Low	All files and recent records are kept at the Clerk's home. Regular back-ups are made to an external hard drive.
<u>FINANCE & MANAGEMENT</u>	Insurance	5	1	5	Low	Review provision annually.

LLANHARRY COMMUNITY COUNCIL

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	Severity Level Score—Potential Consequence X Likelihood		11-15 High
			16-25 Very High

Assessment carried out on 23rd October 2024

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
		5	1	5	Low	Ensure annual renewal of registration and continual review of compliance.

Councillor V Davies Councillor J Dilworth..... Clerk.....

Date.....

LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2024/25

This advice note was last updated on 23 October 2024.

The Local Government Association has informed us that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2024-25 to be implemented from 1 April 2024. Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2024. If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2024 to the employee's last day of employment.

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be retrospectively applied from 1 April 2024.

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

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SCP	1 April 2024		Scale Ranges
	£ per annum	* £ per hour	Based on SCP
2	£23,656	£12.26	Below LC Scale (for staff other than clerks)
3	£24,027	£12.45	
4	£24,404	£12.65	
5	£24,790	£12.85	
5	£24,790	£12.85	LC1 (5-6) (below substantive range)
6	£25,183	£13.05	
7	£25,584	£13.26	LC1 (7-12) (substantive benchmark range)
8	£25,992	£13.47	
9	£26,409	£13.69	
10	£26,835	£13.91	
11	£27,269	£14.13	
12	£27,711	£14.36	

13	£28,163	£14.60	LC1 (13-17) (above substantive range)
14	£28,624	£14.84	
15	£29,093	£15.08	
16	£29,572	£15.33	
17	£30,060	£15.58	
18	£30,559	£15.84	LC2 (18-23) (below substantive range)
19	£31,067	£16.10	
20	£31,586	£16.37	
21	£32,115	£16.65	
22	£32,654	£16.93	
23	£33,366	£17.29	
24	£34,314	£17.79	LC2 (24-28) (substantive benchmark range)
25	£35,235	£18.26	
26	£36,124	£18.72	
27	£37,035	£19.20	
28	£37,938	£19.66	
29	£38,626	£20.02	LC2 (29-32) (above substantive benchmark range)
30	£39,513	£20.48	
31	£40,476	£20.98	
32	£41,511	£21.52	
33	£42,708	£22.14	LC3 (33-36) (below substantive range)
34	£43,693	£22.65	
35	£44,711	£23.17	
36	£45,718	£23.70	
37	£46,731	£24.22	LC3 (37-41) (substantive benchmark range)
38	£47,754	£24.75	
39	£48,710	£25.25	
40	£49,764	£25.79	
41	£50,788	£26.32	
42	£51,802	£26.85	LC3 (42-45) (above substantive benchmark range)
43	£52,805	£27.37	
44	£54,071	£28.03	
45	£55,367	£28.70	