



Cwmbran Community Council Cyngor Cymuned Cwmbrân

You are summoned to attend the following meeting:

An Extraordinary Meeting of Cwmbran Community Council

23 January 2017.

The meeting will follow the Joint Meeting of the Council's EVENTS & COMMUNITY PROJECTS COMMITTEE, GRANTS TO VOLUNTARY ORGANISATIONS COMMITTEE, ENVIRONMENT, SUSTAINABILITY & PLANNING COMMITTEE and POLICY & FINANCE COMMITTEE

The Joint Committee will follow the meeting of the Policy & Finance Committee, which commences at 6.00 pm on 23 January 2017.

Venue: The Council Chamber, The Council House, Ventnor Road, Cwmbran NP44 3JY

AGENDA

To: Councillors: SWJ Ashley, SJ Brooks, LJ Chaney, D Daniels, J Davenne, M Day, S Evans, W M Howell, M Johnston, R Jones, R Kemp, KK Manneh, TA Matthews, JC Powell, J Rees, RA Seabourne, D Standing, WJ Walker, DJ Williams, PJ Williams and TJ Winter

1 Apologies for absence

To receive any apologies for absence from members.

2 Declarations of Interests

Members are asked to declare any personal and/or prejudicial interest they may have and sign the Interests Sheet to give details of the nature of the interest.

3 Public Question Time

In accordance with the Council's Standing Orders approved on 25 June 2014, the opportunity for public questions is hereby included as an item on each Council agenda. Details of any questions submitted will be reported.

(Note: Questions must be submitted to the Clerk in writing within 3 clear working days of the date of the meeting by 12 noon. The period of time designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and not for more than 5 minutes. A speaker may ask a supplementary question. A question asked by a member of the public during a public participation session at a meeting shall not require a response or debate. The Chairman may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to an employee for a written or oral response. A record of any public participation session will be included in the minutes of the meeting.)

Minutes

4 Joint Meeting of Events & Community Projects Committee, Grants to Voluntary Organisations Committee, Environment, Sustainability & Planning Committee and Policy & Finance Committee on 23 January 2016

Council will consider the recommendation of the minutes of the above Joint Committee, the agenda for which was published on 16 January 2017. (Further copy attached)



Revenue Estimates

5 Revenue Estimates 2017/18

To consider Council's Revenue Estimates for the forthcoming year (attached) and confirm the Precept.



David Collins, Clerk to the Council
16 January 2017
david@cwmbbran.gov.uk
tel. 01633 624154



Cwmbran Community Council
Cyngor Cymuned Cwmbrân

You are summoned to attend the following meeting:

Joint Meeting of the EVENTS & COMMUNITY PROJECTS COMMITTEE, GRANTS TO VOLUNTARY ORGANISATIONS COMMITTEE, ENVIRONMENT, SUSTAINABILITY & PLANNING COMMITTEE and POLICY & FINANCE COMMITTEE.

23 January 2017

ALL MEMBERS ARE INVITED TO ATTEND

This Joint Meeting will immediately follow the ordinary meeting of the Policy & Finance Committee, which commences at 6.00 pm

Venue: The Council Chamber, The Council House, Ventnor Road, Cwmbran NP44 3JY

AGENDA

To: Councillors: SWJ Ashley, SJ Brooks, LJ Chaney, D Daniels, J Davenne, M Day, S Evans, W M Howell, M Johnston, R Jones, R Kemp, KK Manneh, TA Matthews, JC Powell, J Rees, RA Seabourne, D Standing, WJ Walker, DJ Williams, PJ Williams and TJ Winter

1 Appointment of Chairman

2 Apologies for absence

To receive any apologies for absence from members.

3 Members Declarations of Interest

4 Revenue Estimates 2017/18

- (i) Enclosed is a schedule showing each Committee's current revenue estimates and draft estimates for the coming year so that members may consider the Council's revenue budgets. The Council is required to notify Torfaen County Borough Council of its Precept by 27 January 2017.

(An Executive Summary is also attached. The Executive Summary includes information to assist members in longer term financial planning. Information is also attached showing the end-of-year spend for 2015/16. Information on expenditure within the current year (to 30 September 2016) was reported to the Policy & Finance Committee on 5 December 2016.)

It is **recommended** that the estimates are approved.



(ii) It is also **recommended** that Council confirms the suspension of Financial Regulation 3 (Annual Estimates & Forward Planning) and Standing Order 21.2 Estimates/precepts).

(Consideration of the estimates at this Joint Meeting held on 23 January 2017 in the format submitted allows members to fully consider the relationship between budget headings. No risk is presented by these arrangements.)

(iii) Consideration will also be given to identifying monies from within existing reserves as earmarked reserves at the end of the current financial year as follows

£60,000 to cover anticipated and potential staffing costs (including Pensions)
£5,250 towards any costs incurred in relation to town twinning.



David Collins, Clerk to the Council
16 January 2017
david@cwmbra.gov.uk
tel. 01633 624154

Council Revenue Estimates 2017/18

CODE A	DESCRIPTION <i>Elections</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
A01	ELECTIONS	5,000	5000	5250	5250	35,250
	TOTAL	5,000	5000	5250	5250	35250

CODE B	DESCRIPTION <i>Members</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
B01	CHAIR'S ALLOWANCE	2115	2295	2500	2500	2500
B01a	VICE CHAIR'S ALLOWANCE	235	255	300	300	300
B02	MEMBERS' EXPENSES AND ALLOWANCES	2150	4500	4725	5000	7550
B03	MEMBERS' CONFERENCES ETC	950	1550	1630	1500	1000
B04	MEMBERS' TRAINING	1550	2000	2100	2100	2000
	TOTAL	7000	10600	11255	11400	13350

CODE C	DESCRIPTION <i>Staffing</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
C01	STAFF SALARIES & ON-COSTS	128,500	135,000	138,700	144,000	146,000
C02	STAFF EXPENSES	1550	1550	1700	1700	1200
C03	STAFF TRAINING & DEVELOPMENT	2000	3000	3150	3150	2150
C04	CONTINGENCY	2500	2500	3000	3000	2000
	TOTAL	134,550	142,050	146,550	151,850	151,350

CODE G	DESCRIPTION <i>Premises</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
G02	MORTGAGE REPAYMENTS	11900	11900	0	0	0
G03	BUSINESS RATES	8700	10000	10500	10500	10500
G05	WATER & SEWERAGE RATES	950	1100	1100	1100	1100
G05	GAS	4100	4500	4500	4500	4500
G06	ELECTRICITY	5150	5150	5150	5150	5150
G07	TELEPHONY	4100	4100	4100	4100	4100
G08	INSURANCES (NETT)	10250	11000	8000	9000	9000
G09	CARETAKING/CLEANING (inc Wages & On-Co	9250	9500	12900	13100	13300
G10	PREMISES MAINT/CAPITAL REPLACEMENT	41000	41000	60000	60000	30000
G11	CLEANING/HYGIENE MATERIALS	1350	1500	1500	1500	2000
G13	TENANCIES & ROOM HIRE INCOME	-22500	-20000	-20000	-20000	-20000
G14	TENANCIES SERVICE CHARGES	-2000	-2000	-2000	-2000	-2000
	TOTAL	72,250	77,750	85,750	86,950	57,650

CODE H	DESCRIPTION <i>Office & Administration</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
H02	FURNITURE, FITTINGS & FIXTURES	2000	4000	4000	2000	2000
H03	STATIONERY, COPYING & PRINTING	5150	6000	6000	4000	4000
H04	POSTAGE	1850	2000	2100	2100	3000
H05	COMPUTERS, WEBSITE & IT SUPPORT	10,000	10,000	5,000	5,000	5,000
H06	ADVERTISING & PUBLICATIONS	250	250	300	300	300
H08	AUDIT FEES & ADVERT	3500	3500	3675	3675	3675
H09	PETTY CASH	500	500	300	300	250
H10	COUNCIL HANDBOOKS	1000	3000	3000	3000	3000
	TOTAL	24250	29250	24375	20375	21225

CODE I	DESCRIPTION <i>Policy & Finance Committee</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
I03	TORFAEN CAB	4000	4000	4200	4200	4200
I04	CONGRESS THEATRE	6000	7000	7350	7350	7350
I05	ONE VOICE WALES/PENINSULA	9000	9000	9450	9450	9450
I06	LLANTARNAM GRANGE ARTS CENTRE	2000	2500	2625	2625	2625
I07	HOSPITALITY (NETT)	1000	1000	1050	1200	1200
I08	code deleted	2300	2300	2415	0	0
I09	TORFAEN MUSEUM TRUST	1000	1250	1315	1315	1315
I11	YOUTH ENGAGEMENT	1000	1000	1050	1050	1000
I12	PROMOTIONAL MATERIAL	1000	1000	1050	1100	500
I13	CWMBRAN REGENERATION PROJECTS	35200	35200	40000	40000	30000
I17	CHRISTMAS COMPETITION	850	850	900	900	0
I18	WINGS TO FLY DRUGS AWARENESS DRAMA	500	500	575	0	500
I19	CONTINGENCY	0	0	0	500	0
I20	FOODBANK	0	0	0	5000	0
	TOTAL	64850	65600	71980	74690	58140

CODE K	DESCRIPTION <i>Grants to Voluntary Organisations</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
K01	GRANTS & CONTRIBUTIONS	9,300	12,000	12,600	12,600	12,600
	TOTAL	9,300	12,000	12,600	12,600	12,600

CODE L	DESCRIPTION <i>Events & Community Projects</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
L03	SENIOR SCHOOLS CHORAL FESTIVAL	1700	2000	2100	2100	2000
L04	PRIMARY SCHOOLS CHORAL FESTIVAL	3000	3200	3360	3360	3360
L05	CWMBRAN BIG EVENT CONTRIBUTION	2000	2000	2000	4000	5000
LO5a	CWMBRAN BIG EVENT PARTICIPATION	1000	1000	1200	1000	0
L06	PRE-CHRISTMAS ENTERTAINMENT (TOWN C	500	750	1000	1500	800
L07	PLAYSCHEMES	84050	85000	90000	90000	60000
L08	OTHER MISCELLANEOUS EVENTS	500	1500	2000	2000	1000
L09	CHRISTMAS TREE(S), LIGHTS & CAROL SER	3000	3000	3150	4000	6000
L10	REMEMBRANCE	-	-	2000	4000	3000
L11	COMMUNITY CELEBRATION DINNER				3000	3000
	TOTAL	95,750	98,450	106,810	114,960	84,160

CODE M	DESCRIPTION <i>Community Task Scheme</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
M01	WAGES & ON-COSTS	38950	40000	45000	46050	47000
M04	MATERIALS, EQUIPMENT REPAIRS/HIRE	2050	2050	2150	2150	2000
M05	PROTECTIVE CLOTHING	600	600	650	650	500
M06	VEHICLE COSTS (LEASE/HIRE/REPLACEMEN	6900	6900	7250	7250	7250
M07	FUEL	3100	3100	3255	3255	2000
M08	EQUIPMENT REPLACEMENT FUND	2600	2600	2600	2600	2000
M10	RUBBISH DISPOSAL	700	700	735	735	500
M11	TASK SCHEME INCOME	-1025	-1025	-1025	-1025	-1025
	TOTAL	53,875	54,925	60,615	61,665	60,225

CODE N	DESCRIPTION <i>Environment, Sustainability & Planning</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
N05	ENVIRONMENTAL ENHANCEMENTS	1,500	1,500	1,500	1,500	1,500
N06	PRIMARY SCHOOLS FLORAL COMPETITION	750	750	800	-	-
N07	AWARDS & CONTRIBUTIONS	500	500	500	300	300
N09	PRIMARY SCHOOLS ECO QUIZ (NETT)	500	500	525	600	700
N10	NEW PROJECTS	1,500	1,500	1,500	1,500	1,500
	TOTAL	4,750	4,750	4,825	3,900	4,000

CODE O	DESCRIPTION <i>Cwmbran Centre for Young People</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
O01	CORE FUNDING	46,200	50,000	52,500	52,500	52,500
O02	BUILDING/MAINTENANCE FUND	5,200	5,200	5,500	5,500	5,500
	TOTAL	51,400	55,200	58,000	58,000	58,000

CODE P	DESCRIPTION <i>Twinning (Events & Community Projects Committee)</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
P01	Council Twinning Activities	3,000	3,000	3,150	3,150	-
P02	Friends of Bruchsal Society	2,000	2,000	2,100	2,100	-
	TOTAL	5,000	5,000	5,250	5,250	-

CODE R	DESCRIPTION <i>Bank Interest</i>	ESTIMATE 2013/14	ESTIMATE 2014/15	ESTIMATE 2015/16	ESTIMATE 2016/17	ESTIMATE 2017/18
R01	BANK INTEREST	- 2,000	-200	-200	-200	-200

GRAND TOTAL	525,975	560,375	593,060	606,690	555,750
LESS FUNDING FROM RESERVES			-31,685	-45,315	0
PRECEPT	525,975	561,375	561,375	561,375	555,750

Summary		EST 2013/14	EST 2014/15	EST 2015/16	EST 2016/17	EST 2017/18
A	ELECTIONS	5,000	5,000.00	5,250.00	5,250.00	35,250.00
B	MEMBERS EXPENSES	7,000	10,600.00	11,255.00	11,400.00	13,350.00
C	STAFFING	134,550	142,050.00	146,550.00	151,850.00	151,350.00
G	ACCOMMODATION	72,250	77,750.00	85,750.00	86,950.00	57,650.00
H	OFFICE EXPENSES	24,250	29,250.00	24,375.00	20,375.00	21,225.00
I	POLICY & FINANCE COMMITTEE	64,850	65,600.00	71,980.00	74,690.00	58,140.00

K	GRANTS TO VOLUNTARY ORGANISATIONS	9,300	12,000.00	12,600.00	12,600.00	12,600.00
L	EVENTS COMMITTEE	95,750	98,450.00	106,810.00	114,960.00	84,160.00
M	COMMUNITY TASK SCHEME	53,875	54,925.00	60,615.00	61,665.00	60,225.00
N	ENVIRONMENT, SUSTAINABILITY & PLANNING	4,750	4,750.00	4,825.00	3,900.00	4,000.00
O	CWMBRAN CENTRE FOR YOUNG PEOPLE	51,400	55,200.00	58,000.00	58,000.00	58,000.00
P	TWINNING ACTIVITIES	5,000	5,000.00	5,250.00	5,250.00	0.00
R	BANK INTEREST	-	2,000	-200.00	-200.00	-200.00
	Grand Totals	525,975	560,375.00	593,060.00	606,690.00	555,750.00