



Cyngor Tref Glynedd Glynneath Town Council

**The Clerk summons all Councillors to attend an Ordinary Meeting of the Full Council
To be held online and at Bethania Community Centre
On Wednesday the 10th of September 2025 at 6.30 PM**

*The meeting will be held on a hybrid basis in accordance with the provisions of
The Local Government and Elections (Wales) Act 2021.*

Members of the public and press are encouraged to join remotely if possible. Please contact the Clerk should you require assistance with physical access.

Microsoft Teams [Need help?](#)

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Meeting ID: 379 791 918 864 6

Passcode: j2hx9dr9

AGENDA

1. MAYORAL ANNOUNCEMENTS
2. TO ACCEPT APOLOGIES FOR ABSENCE
3. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RESPECT OF THE BUSINESS TO BE TRANSACTED
4. PUBLIC QUESTIONS (LIMITED TO 15 MINUTES – S/O 3E)
5. TO NOTE THE 50TH ANNIVERSARY OF GLYNNEATH TOWN COUNCIL
6. TO APPROVE THE MINUTES OF JULY 2025 FULL COUNCIL MEETING
7. MATTERS PERTAINING TO FINANCE AND GOVERNANCE
 - a. TO APPROVE PAYMENT SCHEDULES – JULY AND AUGUST 2025
 - b. TO APPROVE BANK RECONCILIATIONS
 - c. TO RECEIVE BUDGET UPDATE
 - d. TO APPROVE QUOTE FOR WORKS TO GLYNNEATH TOWN HALL
 - e. TO APPROVE SELAR STUDENT GRANT PAYMENT RANGE
8. MATTERS PERTAINING TO CORRESPONDENCE
 - a. TO NOTE RESPONSE FROM NPTCBC REGARDING TRAFFIC CONCERNS
 - b. TO CONSIDER REPRESENTATION AT ONE VOICE WALES ANNUAL CONFERENCE AND MEETING
 - c. TO CONSIDER PROPOSALS FROM GLYNNEATH WELFARE CRICKET CLUB (Pre-circulated. Not yet in the public domain as potentially pre-contract)
 - d. TO CONSIDER REQUESTS FROM GLYNNEATH TOWN FOOTBALL CLUB (Pre-circulated. Not yet in public domain as potentially pre-contract)
9. MATTERS PERTAINING TO PLANNING APPLICATIONS

- a. [P2025/0533](#)Replacement single storey rear extension|2 Craig Nedd Glynneath Neath Port Talbot SA11 5HG
- b. [P2025/0430](#)Conversion of former chapel (D1) into four-bedroom dwelling (C3) with self-contained one bedroom annex and off road parking for a total of three cars.|Capel-y-glyn Independent Chapel Heol Y Glyn Glynneath Neath Port Talbot
- c. [P2025/0550](#)First floor flat roof rear extension|8 Ivorites Row Glan Gwrelych Pontwalby Glynneath Neath Port Talbot SA11 5LF

Suggest: Approving Standing Order 3 (c) – to exclude members of the public and press.

Reason: Matters concerning staff.

- 10. TO APPROVE NALC RECOMMENDED PAY RISE FOR STAFF MEMBERS ON SPINAL COLUMN POINTS

Item 6 – Minutes of the July 2025 Full Council Meeting



HELD ON THE 9TH OF JULY 2025 AT BETHANIA COMMUNITY CENTRE AND ONLINE

CLLR. M COWLEY
CLLR. C EDWARDS
CLLR. S KNOYLE
CLLR. P PENDRY

MX. C WILLCOX (CLERK)
2 MEMBERS OF THE PUBLIC

CLLR. S LANE

There were no mayoral announcements.

It was proposed, seconded, and **RESOLVED** to accept apologies from Members as recorded above.

Cllr H Davies declared interests in Items 10, 11, and 14
Cllr S Knoyle declared interests in Items 11 and 14
Both Members will take no part in these Items.

There were no public questions. Cllr Knoyle read a statement regarding a recent publication circulated by another political party. Due to poor connectivity, Cllr Knoyle was asked if he could send the statement to the Clerk for circulation to Members.

5. TO RECEIVE A SHORT PRESENTATION FROM MR. DAN GARNELL, AGEING WELL ENGAGEMENT OFFICER FOR NPTCBC

Mr Garnell was warmly received by Members and gave a brief presentation on his work within the county and the locality of Glynneath. Mr Garnell gave a good account of his work with the local community and praised organisations he'd met with, in Glynneath especially, for their enthusiasm and welcome. It is hoped that he will be able to initiate regular information centres and Mr Garnell encouraged Members to get to know him and engage when they can or help share information.

Members thanked Mr Garnell and contact information was circulated.

6. TO APPROVE THE MINUTES OF JUNE 2025 FULL COUNCIL MEETING

It was proposed, seconded, and **RESOLVED** to approve the Minutes of the June 2025 Full Council Meeting.

7. MATTERS PERTAINING TO FINANCE AND GOVERNANCE

a. TO APPROVE PAYMENT SCHEDULES – APRIL, MAY, AND JUNE – AND FORWARD PAYMENTS

It was proposed, seconded, and **RESOLVED** to approve:

- The quarter's payment schedules
- Vehicle insurance of £985.64
- ICCM training for the Clerk of £100
- Internal transfers as presented in the payment schedule.

b. TO APPROVE FINANCIAL RISK ASSESSMENT

It was proposed, seconded, and **RESOLVED** that the Financial Risk Assessment was approved.

c. TO APPROVE COUNCIL TRAINING POLICY AND TRAINING PLAN.

Members considered both the policy and training plan and noted that the budget planned for training, albeit as an informal plan. The Clerk reminded Members that there was no power to call on to enforce the requirements to attend training but Members were keen to consider Code of Conduct training and One Voice Wales training modules, considering them useful and good value for money.

It was proposed, seconded, and **RESOLVED** to accept the Council Training Policy and the Training Plan.

d. TO CONSIDER MICROSOFT EMAIL LICENCES

The Clerk advised that best practice stated that Councillors should use dedicated email addresses for Council business and that licences would be a cost to the Council of £44.40 per councillor should they choose to enact this.

Members were disappointed that this provision was at such a cost and would like to see such provision, if mandated, covered by Welsh Government.

In this instance, Members declined email provision.

e. TO CONSIDER MI-FI (MOBILE WIFI) PROVISION

Members were keen to enable Wi-Fi provision at their sites and considered all three locations before choosing to cover two, with contingency to revisit the item should further coverage be needed.

It was proposed, seconded, and **RESOLVED** to purchase provision through three mobile for Glynneath Town Hall, and the Miners' Welfare Park (Pavilion).

f. TO CONSIDER BOOKING SOFTWARE SYSTEMS AND LINK WITH LOCK BOXES

Members considered online systems that would benefit all sites and all facility provision.

It was proposed, seconded, and **RESOLVED** to purchase a licence for Acuity.

8. MATTERS PERTAINING TO THE CEMETERY

a. TO CONSIDER COMPLAINTS AND RESOLUTIONS

Members considered concerns and complaints as per the agenda pack provided. Members engaged in discussion about provision and possible policies for the cemetery.

A Member expressed that they would like to see the graves cleaned as well as the grass cut.

A Member asked Council to consider the added cost of cleaning as well as cutting.

A Member asked to consider current best practice from neighbouring or other cemeteries and take this into consideration.

It was ultimately decided that the current contractor would be asked to cut the grass and blow cut grass away from graves but not to clean headstones. Members were keen to ask the Cemetery Committee to monitor and report back in due course.

b. TO CONSIDER FENCING PROVISION FOR BANKING LINE

It was proposed, seconded, and **RESOLVED** to suspend Standing Orders around quotes for this item.

It was proposed, seconded, and **RESOLVED** to approve the fencing option of £1450 + VAT for the cemetery fencing.

c. TO CONSIDER APPROACHING COLLEGES FOR GROUNDS APPRENTICES AND WORK EXPERIENCE OFFERS.

The Mayor led the Item regarding approaching a local college for apprentice placements, especially in the field of horticultural qualifications. Members discussed the possibilities and concerns.

Some Members were concerned about salaries and the mentoring/management burden placed on the Clerk.

A Member praised the idea but echoed the above concerns.

Members were generally positive about the opportunities that could be provided and the level of forward planning but requested more information. Members were also keen to express that the return on investment for such a project could have a far greater impact than just providing an apprenticeship and were keen to provide opportunities for people where possible.

It was proposed, seconded, and **RESOLVED** to delegate further power to investigate this project to the Human Resources Committee.

d. TO RECEIVE UPDATE REGARDING LONG-TERM MAINTENANCE PROVISIONS

The Clerk advised that they had sought quotes for contractor work at all facilities on a larger scale. Of a total of six companies approached, including the local authority, only two had capacity and arranged site visits. Quotes were anticipated in the next week.

9. TO CONSIDER REQUEST FOR SAFEGUARDING OFFICER FROM GLYNNEATH TENNIS CLUB

Members were advised of a request from Glynneath Tennis Club and the legal advice that had been given. With regret, Members noted the legal advice and would need to decline the offer at this time.

It was proposed, seconded, and **RESOLVED** to write to the Tennis Club to advise them of the decision of the Council and to Minute the legal advice received as: "third party responsibilities fall outside the Council's remit and raise significant issues for the Council about accountability, liability, and insurance. Furthermore, the club's proposal shifts the responsibility to an external organisation which seems contrary to the LTA safeguarding policy."

10. TO CONSIDER REQUEST FROM GLYNNEATH FOOTBALL CLUB FOR STORAGE LOCKER

After a brief explanation of the request from the Clerk, Members were keen to support positive moves from the football club.

It was proposed, seconded, and **RESOLVED** to approve the request to site a storage locker within the home changing rooms.

11. TO CONSIDER REQUEST FROM RESIDENT REGARDING SCHOOL TRANSPORT PROVISION

Members considered the scenario and sympathised with the resident. While outside of the Council's remit, Members were keen to show support.

It was proposed, seconded, and **RESOLVED** to write a letter of support for the resident.

12. TO CONSIDER FORWARD APPROVAL FOR UKSPF GRANT BIDS

The Clerk advised Members that the UKSPF grant bids would be considered by an NPTCBC Scrutiny Committee on the 16th of July 2025. Should they both be successful, it would likely mean that an additional meeting would need to be called for the formal award of tender.

It was proposed, seconded, and **RESOLVED** to approve the acceptance of the awards should they be successful.

ACTION: To arrange an additional meeting in due course.

13. TO RECEIVE NOTICE FROM ONE VOICE WALES OF NEW CONSTITUTION AND EGM

Members were advised of the importance of attending One Voice Wales events and of supporting the organisation.

It was proposed, seconded, and **RESOLVED** that Cllr Phil Pendry would attend on behalf of Glynneath Town Council with Cllr Del Mogan nominated as a replacement attendee should he be needed.

14. MATTERS PERTAINING TO PLANNING APPLICATIONS

- a. [**P2025/0316 | Existing Lawful Development Certificate for Loft Conversion with rear rooflights. | 35 Min Y Coed Glynneath Neath Port Talbot SA11 5RT**](#)

There were no objections.

15. MATTERS PERTAINING TO THE TOWN HALL AND COMMUNITY CENTRE

- a. **TO CONSIDER REQUEST FROM GHAVC**

Cllr Pendry left the room for this Item.

The Clerk advised Members that they had been asked to make good groundwork and fire door repair as residual items from the wall render works. After an explanation from the Clerk, Members discussed the items.

It was proposed, seconded, and **RESOLVED** that the Council would make good on the ground works at the front of Bethania and replace the fire door to the side elevation.

Cllr Pendry rejoined the meeting.

It was proposed, seconded, and **RESOLVED** to move Standing Order 3 (c) and remove members of the press and public.

b. TO CONSIDER COMPLAINT AND CORRESPONDENCE FROM TOWN HALL USERS

Members considered a substantial correspondence pack previously circulated and the complaints therein.

Members were very disappointed with the treatment of the Clerk and the staff of the Council as evidenced and especially concerned that staff were being visited at their properties.

Members discussed the concerns at length and were supportive of the staff and Clerk and wished to ensure their ongoing safety and wellbeing.

It was proposed, seconded, and **RESOLVED** that a letter be sent to the complainants to advise them of their resolution and their support for the staff and Clerk. Further, a complaint about another user of the hall was also considered and Members agreed that no further action would be taken.

Item 7 a – Payment Schedules for July and August 2025

Glynneath Town Council

5 September 2025 (2025-2026)

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Salary	01/07/2025 - 31/07/2025				Confidential			14,434.81		14,434.81
253	Rates (Cemetery)	01/07/2025		Unity Current Accour		Rates	NPT Finance & Corporate	£ Z	40.00		40.00
254	Rates (P&O)	01/07/2025		Unity Current Accour		Rates	NPT Finance & Corporate	£ Z	415.00		415.00
255	Rates (Bethania)	01/07/2025		Unity Current Accour		Rates	NPT Finance & Corporate	£ Z	233.00		233.00
252	Rates (Town Hall)	01/07/2025		Unity Current Accour		Rates	NPT Finance & Corporate	£ Z	483.00		483.00
256	Utilities (P&O)	01/07/2025		Unity Current Accour		Water Rates	Dwr Cymru	Z	95.50		95.50
257	Fuel	02/07/2025		Unity Current Accour		Fuel	Allstar Business Solutions	S	23.94	4.79	28.73
125	Equipment & Supplies	07/07/2025		TSB Bank Account		Weed killer	SP Gardeners Dream	S	69.92	13.98	83.90
229	Equipment & Supplies	09/07/2025		TSB Bank Account		Wheelbarrow	LBS Ystradgynlais	S	57.93	11.59	69.52
264	Maintenance	09/07/2025		Unity Current Accour		Fuel	Allstar Business Solutions	S	83.33	16.67	100.00
264	Fuel	09/07/2025		Unity Current Accour		Fuel	Allstar Business Solutions	S	57.31	11.46	68.77
230	Software	15/07/2025		TSB Bank Account		Microsoft Subscription	Microsoft	S	20.60	4.12	24.72
232	Consultancy Fees	16/07/2025		TSB Bank Account		Cemetery Contractor	Contractor	X	870.00		870.00
232	Consultancy Fees	16/07/2025		TSB Bank Account		Cemetery Contractor	Contractor	X	360.00		360.00
238	Utilities (P&O)	22/07/2025		TSB Bank Account		Gas	SSE Southern Electric	L	50.29	2.51	52.80
240	Utilities (Town Hall)	22/07/2025		TSB Bank Account		Gas	SSE Southern Electric	L	218.21	10.91	229.12
241	Utilities (Town Hall)	22/07/2025		TSB Bank Account		Electric	SSE Southern Electric	L	108.36	5.42	113.78
244	Utilities (P&O)	22/07/2025		TSB Bank Account		Electric	SSE Southern Electric	L	118.10	5.91	124.01
278	Utilities (P&O)	23/07/2025		Unity Current Accour		Gas	British Gas	L	18.84	0.94	19.78
286	Waste	28/07/2025		Unity Current Accour		Trade Waste	NEATH PORT TALBOT CBC	Z	60.01		60.01
233	Printing & Photocopying	29/07/2025		TSB Bank Account		Printer Hire	BNP Paribas	S	69.40	13.88	83.28
287	Maintenance	30/07/2025		Unity Current Accour		Fuel	Allstar Business Solutions	S	148.35	29.67	178.02
295	Insurance	31/07/2025		Unity Current Accour		Motor Insurance	Clear Councils	X	985.64		985.64
296	Maintenance	31/07/2025		Unity Current Accour		Kubota Repair	FTS Fork Truck Services Itc	S	974.13	194.83	1,168.96
300	Bank Charges	31/07/2025		Unity Current Accour		Bank Charge	Unity Trust Bank	X	15.90		15.90
299	Welfare Park Phase One	31/07/2025		Unity Current Accour		Fencing	Integrated Fencing Limited	S	1,780.90	356.18	2,137.08
Total									21,792.47	682.86	22,475.33

Glynneath Town Council

5 September 2025 (2025-2026)

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Salary	04/08/2025 - 28/08/2025				Confidential			13,093.86		13,093.86
303	Utilities (Cemetery)	01/08/2025		Unity Current Accour		Water Rates	Dwr Cymru	Z	88.00		88.00
305	Rates (Cemetery)	01/08/2025		Unity Current Accour		Rates	NPT Finance & Corporate S	Z	40.00		40.00
304	Rates (Town Hall)	01/08/2025		Unity Current Accour		Rates	NPT Finance & Corporate S	Z	483.00		483.00
306	Rates (P&O)	01/08/2025		Unity Current Accour		Rates	NPT Finance & Corporate S	Z	415.00		415.00
235	Consultancy Fees	04/08/2025		TSB Bank Account		Cemetery Contractor	Contractor	Z	660.00		660.00
128	Maintenance	04/08/2025		Petty Cash	Cleaning Home Ba	Cleaning supplies	Home Bargain	Z	8.00		8.00
128	Maintenance & Service	04/08/2025		Petty Cash	Cleaning Home Ba	Cleaning supplies	Home Bargain	Z	7.99		7.99
309	Maintenance	05/08/2025		Unity Current Accour		Van Tax	HMRC	X	321.59		321.59
310	Maintenance	05/08/2025		Unity Current Accour		Playground Equipment	Sutcliffe Play South West L	S	1,446.56	289.31	1,735.87
311	Utilities (Bethania)	05/08/2025		Unity Current Accour		Electric	SSE Southern Electric	L	228.85	11.44	240.29
236	Software	06/08/2025		TSB Bank Account		Accounts package	Scribe	S	984.00	196.80	1,180.80
312	Membership Fees & Subscriptic	06/08/2025		Unity Current Accour		Fuel Card	Allstar Business Solutions	S	1.50	0.30	1.80
319	Printing & Photocopying	11/08/2025		Unity Current Accour		Printer Hire	Apogee	S	15.62	3.12	18.74
248	Software	13/08/2025		TSB Bank Account		Booking Software	Squarespace Ireland Limite	Z	240.00		240.00
320	Maintenance	13/08/2025		Unity Current Accour		Fuel	Allstar Business Solutions	S	22.89	4.58	27.47
231	Software	14/08/2025		TSB Bank Account		Microsoft Subscription	Microsoft	S	20.60	4.12	24.72
237	Consultancy Fees	15/08/2025		TSB Bank Account		Cemetery Contractor	Contractor	Z	705.00		705.00
249	Mayoral Allowance	18/08/2025		TSB Bank Account		Flowers	Direct2Florist	Z	44.15		44.15
329	Stationery	19/08/2025		Unity Current Accour	amazon 607	Various	Amazon EU	S	4.99	1.00	5.99
329	Equipment & Supplies	19/08/2025		Unity Current Accour	amazon 607	Various	Amazon EU	S	105.60	21.12	126.72
331	Equipment & Supplies	19/08/2025		Unity Current Accour	amazon 607	Hand towels	We Can Source It Ltd	S	32.27	6.45	38.72
333	Equipment & Supplies	19/08/2025		Unity Current Accour	amazon 607	Various - see notes	Amazon EU	S	61.31	12.26	73.57
333	Stationery	19/08/2025		Unity Current Accour	amazon 607	Various - see notes	Amazon EU	S	50.82	10.16	60.98
333	Stationery	19/08/2025		Unity Current Accour	amazon 607	Various - see notes	Amazon EU	S	41.12	8.23	49.35
328	Equipment & Supplies	19/08/2025		Unity Current Accour		ALN SIGNAGE	VENTURE PLAY	S	1,275.37	255.07	1,530.44
329	Equipment & Supplies	19/08/2025		Unity Current Accour	amazon 607	Various	Amazon EU	S	71.17	14.23	85.40
329	Maintenance & Service	19/08/2025		Unity Current Accour	amazon 607	Various	Amazon EU	S	15.83	3.17	19.00
330	Equipment & Supplies	19/08/2025		Unity Current Accour	amazon 607	PPE	FORSAL TECH LTD	Z	14.38		14.38
332	Events	19/08/2025		Unity Current Accour	amazon 607	Flags	Amazon EU	S	12.47	2.50	14.97
333	Maintenance	19/08/2025		Unity Current Accour	amazon 607	Various - see notes	Amazon EU	S	67.63	13.53	81.16
334	Maintenance	19/08/2025		Unity Current Accour	amazon 607	Hand towels	We Can Source It Ltd	S	8.33	1.67	10.00
334	Maintenance & Service	19/08/2025		Unity Current Accour	amazon 607	Hand towels	We Can Source It Ltd	S	22.30	4.46	26.76
246	Telephone & Broadband	22/08/2025		TSB Bank Account		BT Phone&Internet	BT	S	179.80	35.96	215.76

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
247	Postage	22/08/2025		Petty Cash		stamps	Post Office Ltd	Z	27.84		27.84
245	Utilities (Bethania)	22/08/2025		TSB Bank Account		Electric	SSE Southern Electric	L	236.70	11.84	248.54
342	Utilities (P&O)	22/08/2025		Unity Current Accour		Gas	British Gas	L	24.10	1.20	25.30
239	Utilities (P&O)	25/08/2025		TSB Bank Account		Gas	SSE Southern Electric	L	49.13	2.45	51.58
242	Utilities (Town Hall)	25/08/2025		TSB Bank Account		Electric	SSE Southern Electric	L	117.00	5.85	122.85
243	Utilities (P&O)	25/08/2025		TSB Bank Account		Electric	SSE Southern Electric	L	128.28	6.41	134.69
351	Waste	28/08/2025		Unity Current Accour		Trade Waste	NEATH PORT TALBOT CBC	Z	60.01		60.01
250	Consultancy Fees	29/08/2025		TSB Bank Account		Cemetery Contractor	Contractor	Z	375.00		375.00
354	Bank Charges	31/08/2025		Unity Current Accour		Bank Charge	Unity Trust Bank	X	14.10		14.10
Total									21,822.16	927.23	22,749.39

Item 7 b – Bank reconciliations for accounts

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
27/08/2025	Credit	Vale Memorials Ltd	£0.00	£50.00	£28,712.30
28/08/2025	Direct Debit	Direct Debit (NPTCBC INCOME ACCT)	£60.01	£0.00	£28,652.29
28/08/2025	Faster Payment Debit	██████████	██████████	£0.00	██████████
28/08/2025	Faster Payment Debit	██████████	██████████	£0.00	██████████
29/08/2025	Credit	NEATH PORT TALBOT COUNTY BOROUGH CO	£0.00	£73,760.00	£98,491.56
31/08/2025	Fee	Service Charge	£14.10	£0.00	£98,477.46

Glynneath Town Council
RECONCILIATION - Unity Current Account 31-08-2025

From Accounts	£97,484.48
Payments not cashed Add	£992.98
Receipts not entered Subtract	
Statement should be	£98,477.46



Fixed Fee Account statement

Printed: 05 September 2025

**Glynneath Town
Council**
HIGH STREET
GLYNNEATH
SA11 5DA

Sort code:776507
BIC:TSBSGB2AXXX

Account number:14299260
IBAN:GB92TSBS77650714299260

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on **0345 835 3858** Monday to Friday, 7:00am – 8:00pm; Saturday, 9:00am – 2:00pm (+44 (0) 203 284 1576, from outside the UK). Or Textphone 0345 835 3852.

Date	Description	Type	In (£)	Out (£)	Balance (£)
2025-09-01	Service Charges Ref:708411792	PAY	0.00		30,843.38
2025-08-29	M [REDACTED] Invoice 6	FPO		375.00	30,843.38
2025-08-27	BT BUSINESS BILL CD 6610	DEB		215.76	31,218.38
2025-08-26	SSE ENERGY SUPPLY REFERENCE: 0081026- DDO1182942	DD		122.85	31,434.14
2025-08-26	SSE ENERGY SUPPLY REFERENCE: 0081026- DDO1182946	DD		51.58	31,556.99

Glynneath Town Council
RECONCILIATION - TSB Bank Account 31-08-2025

From Accounts	£30,790.64
Payments not cashed Add	£52.74
Receipts not entered Subtract	
Statement should be	£30,843.38

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Ms Ceri Willcox
Glynneath Town Council
Bethania Community Centre
Park Avenue Glynneath
Neath
SA11 5DW

Date: 31/08/2025

Account Name: Glynneath Town Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20444691

The credit interest rate is 2.25% AER as of your statement date.

Contact Us



Call us: **0345 140 1000**

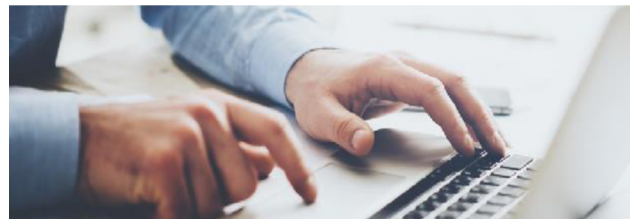


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Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/07/2025		Balance brought forward	£0.00	£0.00	£2,239.58

Page number 1 of 2

Statement number 051

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570.
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
Registered in England and Wales no. 1713124.
Calls may be monitored and recorded for training, quality and security purposes.
© Unity Trust Bank. All Rights Reserved.



Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website –
<https://www.unity.co.uk/terms-and-conditions/>

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Glynneath Town Council
RECONCILIATION - Unity Instant Access Account (Selar) 691 31-08-2025

From Accounts	£2,239.58
-------------------------	-----------

Payments not cashed	Add
-------------------------------	---------------

Receipts not entered	Subtract
--------------------------------	--------------------

Statement should be	£2,239.58
--------------------------------------	------------------

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Ms Ceri Willcox
Glynneath Town Council
Bethania Community Centre
Park Avenue Glynneath
Neath
SA11 5DW

Date: 31/08/2025

Account Name: Glynneath Town Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20444688

The credit interest rate is 2.25% AER as of your statement date.

Contact Us



Call us: **0345 140 1000**



Email us: **us@unity.co.uk**



Visit us: **unity.co.uk**

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/07/2025		Balance brought forward	£0.00	£0.00	£40,366.27
22/08/2025	Transfer	Transfer from 20444675	£0.00	£50,000.00	£90,366.27

Page number 1 of 2

Statement number 051

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.



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Glynneath Town Council
RECONCILIATION - Unity Reserves Account (688) 31-08-2025

From Accounts	£90,366.27
-------------------------	------------

Payments not cashed	Add
-------------------------------	---------------

Receipts not entered	Subtract
--------------------------------	--------------------

Statement should be	£90,366.27
--------------------------------------	-------------------

Item 7 c – Budget to date

Glynneath Town Council

5 September 2025 (2025-2026)

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2025 and 05/09/2025)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Administration

		Payments		
Code	Title	Budget	Actual	Total
2	Printing & Photocopying	600.00	168.21	168.21
3	Stationery	200.00	130.75	130.75
4	Postage	100.00	27.84	27.84
5	Software	2,555.00	1,612.20	1,612.20
6	Telephone & Broadband	1,200.00	363.25	363.25
7	Insurance	3,465.00	4,596.90	4,596.90
8	Bank Charges	300.00	92.10	92.10
9	Audit Fees	3,500.00	1,925.00	1,925.00
10	Membership Fees & Subscriptions	1,186.00	979.50	979.50
11	Consultancy Fees		1,260.62	1,260.62
12	CCTV Provision	1,500.00		
14	School Crossing Patrol	10,500.00	6,308.00	6,308.00
15	Staff Training and Development	1,825.00		
60	Annual Inspections etc for all assets			
61	VAT Claims			
691	Cancelled entries			
SUB TOTAL		26,931.00	17,464.37 Variance	9,466.63

Bethania Community

		Payments		
Code	Title	Budget	Actual	Total
28	Rates (Bethania)	0	930.80	930.80
29	Utilities (Bethania)	0	3,393.80	3,393.80

30	Waste	0	364.22	364.22
31	Maintenance & Service (Bethania)	1500	101.67	101.67
672	Community Cafe Consumables	0	14.50	14.50
SUB TOTAL		1500	4,804.99 Variance	-3,304.99

Cemetery

Cemetery			Payments		
Code	Title	Budget	Actual	Forecast	Total
22	Rates (Cemetery)	768	197.60		197.60
23	Equipment & Supplies	1500	224.18		224.18
24	Skip hire	1800	206.67		206.67
25	Utilities (Cemetery)	1300	964.31		964.31
26	Maintenance	1500	485.98		485.98
27	Site Mapping/Surveys				
700	Grounds Contract	0	3,795.00		3,795.00
SUB TOTAL		6868	5,873.74	Variance	994.26

Councillors & Democracy

		Payments		
Code	Title	Budget	Actual	Total
16	Councillor Allowances	5500		
17	Mayoral Allowance	1500	148.64	148.64
18	Civic Support Allowance	0		
19	Senior Member Allowances	500		
20	Elections	12000	5,488.65	5,488.65
21	Bi-Election Costs	0		
SUB TOTAL		19500	5,637.29 Variance	13,862.71

Grants

		Payments
--	--	----------

Code	Title	Budget	Actual	Total
685	Selar Extension			
698	S137 grants	500	2,000.00	2,000.00
	SUB TOTAL	500	2,000.00 Variance	-1,500.00

Parks & Open Spaces

		Payments		
Code	Title	Budget	Actual	Total
32	Rates (P&O)	2500	2,071.40	2,071.40
33	Lease - Dynamic Park	800	1,920.99	1,920.99
34	Equipment & Supplies	1500	1,953.90	1,953.90
35	Maintenance	3500	5,118.45	5,118.45
37	Waste	2500	2,330.46	2,330.46
38	Utilities (P&O)	3000	1,670.76	1,670.76
39	Playground Inspections	500	160.00	160.00
40	Tree Inspection and Remedial Works	450		
65	Fuel		181.87	181.87
	Van Costs	650		
	SUB TOTAL	14750	15,407.83 Variance	-657.83

Projects

		Payments		
Code	Title	Budget	Actual	Total
43	Christmas Lighting	20000	6,860.30	6,860.30
702	Events		12.47	12.47
	SUB TOTAL	20000	6,872.77 Variance	13,127.23

Salary

		Payments		
Code	Title	Budget	Actual	Total
	SUB TOTAL	164,197.00	68,423.50 Variance	95,773.50

Town Hall

		Payments		
Code	Title	Budget	Actual	Total
45	Rates (Town Hall)	6235	2,413.00	2,413.00
46	Utilities (Town Hall)	9000	2,407.64	2,407.64
47	Maintenance & Service	2000	180.94	180.94
48	Alarm costs	0		
680	Waste	90	58.97	58.97
SUB TOTAL		17325	5,060.55 Variance	12,264.45

Summary

	Total budget	Total spent	Total variance
TOTAL	253,571.00	126,056.39	127,514.61

Created by  Scribe

General Reserves

FYE 2026 BUDGET	ACTUALS
£ 50,000.00	£ -

Earmarked Reserves

Election costs	£ 12,000.00	5488.65
Audit fees	£ 3,260.00	0
Asbestos Removal/treatment	£ 1,000.00	£ -
Councillor allowances	£ 6,000.00	£ -
Town Hall Maintenance	£ 20,000.00	£ -
Welfare Park Refurb	£ 35,000.00	£ -
Tree inspection works	£ 3,500.00	£ -
Cemetery mapping for new graves	£ 4,000.00	£ -
Parks and Open Spaces equipment	£ 5,000.00	£ -
Bethania maintenance	£ -	£ -
Legal fees (leases etc)	£ 3,000.00	
Cemetery fencing	£ 13,000.00	£ -
PWLB	£ -	£ -

Emergency repair works to	£ 10,000.00	£ -
Bethania Costs	£ 10,000.00	£ -
Cluster Project	£ 2,000.00	£ -
Café consumables	£ -	£ -
staff reserve	£ 5,000.00	£ -
sum of total resrves	£ 182,760.00	

Item 7 d – Quote for works to Town Hall

Suggest: Suspension of Standing Orders regarding Financial Regulation Procurement method.

Reason: Due to the incredibly short turnaround of the grant application, the usual process of advertising tenders via Sell2Wales could not be performed on either a standard time period or the short-form tender process (15 days). While the Town Hall works were tendered, they were tendered via LinkedIn instead.

This process, while still complete, isn't defined in Council regulations. However, it should be noted that the tender package was viewed over 2000 times, and numerous companies requested tender packs.

Three quotes were received as circulated to Members, and for the grant award, Members are asked to ratify the decision to award to:

Barrie Scully – total costs: £97,967.00 + VAT

Members should also note that a grant award from the UKSPF Capital fund was successful for £68,318.00, and a further grant is being applied for regarding the £29,649.00

Item 8 a – Response from NPTCBC regarding traffic concerns.



CYNGOR TREF GLYNNEDD
GLYNNEATH TOWN COUNCIL

RE Traffic calming concerns – Merthyr Road, Pontwalby, Glynneath

Sent to: NPT Road Safety and other relevant departments via general enquiries email.

To whomever it concerns,

I am writing to your department on behalf of Glynneath Town Council. Members are concerned about road safety issues near Pontwalby, Glynneath. At a recent Town Council meeting, Members brought concerns from residents in and around Merthyr Road, particularly regarding traffic flow, speeding, and the potential for a major accident.

The focus of the concerns is around the junction at Ynys y Nos and the main bridge. The town council appreciates the considerable time and cost that must go into deciding whether an area requires, and can be provided with, measures such as rumble strips or islands but Members would like more information regarding the works or investigations that may have been carried out before.

I have therefore been asked to enquire about:

- What would the process be for commissioning a traffic calming measure such as rumble strips?
 - Specifically, what initial data would need to be provided?
 - What would the likely cost be to install rumble strips?
- Would there be demand thresholds for instigating traffic calming measures? Would you be able to tell us what these are?
- Would you be able to furnish us with the latest speed and/or accident data for the area? If there are no records of instances such as 'near misses', this is understandable but could you please confirm this to be the case?
- Have there been investigations or scoping exercises carried out in the area recently? Would we be able to see the results of these if there have?
- Is there a way in which the town council could assist in any of these matters or help to raise awareness of any ongoing or planned investigations?

As mentioned, we have received views and concerns from residents to the office and to individual councillors. If there is a reporting system for this, please let me know and we can either pass on reports or encourage the community to use the current provisions. The town council are keen to work with NPTCBC in this matter and better understand what we might be able to achieve working in partnership with you.

Please respond to this either via email or letter – I can ensure that I circulate the correct information to Members.

Yours sincerely,

Ceri Willcox

Clerk to Glynneath Town Council

Mx Ceri Willcox

- Clerc - Clerk -



Phone.

01639 722961



Email.

clerk@glynneathtowncouncil.
gov.uk



Address.

Bethania Community Centre
High Street
Glynneath, SA11 5DA

Item 8 a – Response from NPTCBC regarding traffic concerns response:

From: Environment <environment@npt.gov.uk>

Sent: 04 August 2025 15:57

To: Clerk Account <clerk@glynneathtowncouncil.gov.uk>

Subject: P968645 TRAFFIC AROUND THE JUNCTION AT YNYS Y NOS AND THE MAIN BRIDGE.

	Dyddiad/Date	4th August 2025
	Rhif Ffôn/Direct Line	07805013727
v.uk	Ebost/Email	environment@npt.gov.uk
	Cyswllt/Contact	Mr Hasan. I. Hasan

Dear Ceri Willcox,

Thank you for your correspondence dated 13th June, apologies for a delay in replying.

There have been only two slight personal injury collisions in a ten year period up to December 2023.

The road at this location had the legal speed limit reduced from 30 mph to 20 mph a reduction of 33.3% on the 17th September 2023.

If traffic is exceeding the legal speed limit of 20 mph then this is a matter for the Police to consider because the Police have the statutory powers of enforcement not the Council.

May I suggest that you contact your local Police or Go Safe directly to make them aware of your concerns.

Traffic calming measures are not currently been considered in urban areas with a speed limit of 20 mph. Rumble strips are not used in residential areas.

Currently there are no schemes planned for this area and previous work will be evident on street.

For information your local NPTCBC members (Councillors) can be a point of contact and the Council email address is environment@npt.gov.uk.

Kind regards,

Environment and Regeneration
Amgylchedd ac Adfywio

Item 8 b – One Voice Wales communication regarding Annual Conference

Members are reminded that a quorum is needed for the AGM – it is strongly recommended that someone attend.

The fee for the conference is £95.00 per person.

Email:

Dear Colleague

One Voice Wales National Conference and Annual General Meeting (AGM) are being held at the Royal Welsh Showground on Wednesday 1 October 2025.

The conference will be split between two buildings as in previous years, registration, lunch and exhibitors will be in the Clwyd Glamorgan Hall and the Conference itself will be in the Montgomery Pavilion a short distance away.

The Conference will be held in the morning, and we've enclosed the Agenda with the list of speakers and is open to both members and non-members.

In the afternoon we will be holding our AGM which is only open to member councils and attached is the Agenda, a list of proposed Motions, a copy of the Constitution and Rules of Procedure for the Annual General Meetings of One Voice Wales

There is a fee for the Conference but the AGM is free to attend.

Please fill out the booking form attached, and you will then be issued with an invoice. We will be offering a 10% discount for every 3rd booking or more. We will also need a booking form if you are only attending the AGM so we can prepare badges and papers etc.

CONFERENCE AGENDA

1 09:30 – 10:15am Registration, Tea / Coffee and Exhibition Time

2 10:15 – 10:30am Chairs Welcome / Housekeeping: Cllr Mike Theodoulou

3 10:30 – 11:00am Jayne Bryant MS, Cabinet Secretary for Housing and Local Government – awaiting confirmation

4 11:00 – 11:30am Heledd Morgan, Director Implementation and Impact, Office of the Future Generations Commissioner for Wales

5 11:30 – 12:00pm Tea / Coffee Break and Councils Case Study time

6 12:00 – 12:30pm Shereen Williams, Chief Executive Democracy & Boundary Commission Cymru

7 12:30 – 1:00pm John Rose, Wales Director, National Lottery Community Fund Wales

8 01:00 – 2:15pm Lunch / Exhibition Time

Annual General Meeting Agenda

1 2:20 Chairs greetings and opening remarks – Cllr Mike Theodoulou

2 2:25 Apologies

3 2:30 To receive the Chairs Report

4 2:40 To receive the Chief Executives Report

5 2:55 To receive the Auditor's Report on the Draft Financial Statements for the Year Ended 31 March 2025

6 3:05 To confirm the appointment of Bevan Buckland Chartered Accountants Swansea as Auditors for 2026-27

7 3:10 To consider the 2025 Motions

8 3:55 Vote of thanks by National Executive Committee representative

9 4:00 Close of Annual General Meeting

Item 10 – NALC Pay Scales for staff on Spinal Column Points

Un Llais Cymru



One Voice Wales

LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2025/26

The National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2025 to 31 March 2026. We encourage councils to implement this pay award as soon as possible.

Backpay for employees who have left employment since 1 April 2025. If an ex-employee requests it, we recommend that employers pay any monies due to that employee from 1 April 2025 to the employee's last day of employment. The table below 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 2025.

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).

* Hourly rates

	1 April 2024		1 April 2025		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	Below LC Scale (for staff other than clerks)
4	£24,404	£12.65	£25,185	£13.05	Below LC Scale (for staff other than clerks)
5	£24,790	£12.85	£25,583	£13.26	Below LC Scale (for staff other than clerks)
5	£24,790	£12.85	£25,583	£13.26	LC1 (below substantive range)
6	£25,183	£13.05	£25,989	£13.47	LC1 (below substantive range)
7	£25,584	£13.26	£26,403	£13.69	LC1 (substantive benchmark range)
8	£25,992	£13.47	£26,824	£13.90	LC1 (substantive benchmark range)

9	£26,409	£13.69	£27,254	£14.13	LC1 (substantive benchmark range)
10	£26,835	£13.91	£27,694	£14.35	LC1 (substantive benchmark range)
11	£27,269	£14.13	£28,142	£14.59	LC1 (substantive benchmark range)
12	£27,711	£14.36	£28,598	£14.82	LC1 (substantive benchmark range)
13	£28,163	£14.60	£29,064	£15.06	LC1 (above substantive range)
14	£28,624	£14.84	£29,540	£15.31	LC1 (above substantive range)
15	£29,093	£15.08	£30,024	£15.56	LC1 (above substantive range)
16	£29,572	£15.33	£30,518	£15.82	LC1 (above substantive range)
17	£30,060	£15.58	£31,022	£16.08	LC1 (above substantive range)
18	£30,559	£15.84	£31,537	£16.35	LC2 (below substantive range)
19	£31,067	£16.10	£32,061	£16.62	LC2 (below substantive range)
20	£31,586	£16.37	£32,597	£16.90	LC2 (below substantive range)
21	£32,115	£16.65	£33,143	£17.18	LC2 (below substantive range)
22	£32,654	£16.93	£33,699	£17.47	LC2 (below substantive range)
23	£33,366	£17.29	£34,434	£17.85	LC2 (below substantive range)
24	£34,314	£17.79	£35,412	£18.35	LC2 (substantive benchmark range)
25	£35,235	£18.26	£36,363	£18.85	LC2 (substantive benchmark range)
26	£36,124	£18.72	£37,280	£19.32	LC2 (substantive benchmark range)
27	£37,035	£19.20	£38,220	£19.81	LC2 (substantive benchmark range)
28	£37,938	£19.66	£39,152	£20.29	LC2 (substantive benchmark range)
29	£38,626	£20.02	£39,862	£20.66	LC2 (above substantive benchmark range)
30	£39,513	£20.48	£40,777	£21.14	LC2 (above substantive benchmark range)
31	£40,476	£20.98	£41,771	£21.65	LC2 (above substantive benchmark range)
32	£41,511	£21.52	£42,839	£22.20	LC2 (above substantive benchmark range)
33	£42,708	£22.14	£44,075	£22.85	LC3 (below substantive range)
34	£43,693	£22.65	£45,091	£23.37	LC3 (below substantive range)
35	£44,711	£23.17	£46,142	£23.92	LC3 (below substantive range)
36	£45,718	£23.70	£47,181	£24.46	LC3 (below substantive range)

37	£46,731	£24.22	£48,226	£25.00	LC3 (substantive benchmark range)
38	£47,754	£24.75	£49,282	£25.54	LC3 (substantive benchmark range)
39	£48,710	£25.25	£50,269	£26.06	LC3 (substantive benchmark range)
40	£49,764	£25.79	£51,356	£26.62	LC3 (substantive benchmark range)
41	£50,788	£26.32	£52,413	£27.17	LC3 (substantive benchmark range)
42	£51,802	£26.85	£53,460	£27.71	LC3 (above substantive benchmark range)
43	£52,805	£27.37	£54,495	£28.25	LC3 (above substantive benchmark range)
44	£54,071	£28.03	£55,801	£28.92	LC3 (above substantive benchmark range)
45	£55,367	£28.70	£57,139	£29.62	LC3 (above substantive benchmark range)
46	£56,708	£29.39	£58,523	£30.33	LC4 (below substantive range)
47	£58,064	£30.10	£59,922	£31.06	LC4 (below substantive range)
48	£59,300	£30.74	£61,198	£31.72	LC4 (below substantive range)
49	£60,903	£31.57	£62,852	£32.58	LC4 (below substantive range)
50	£62,377	£32.33	£64,373	£33.37	LC4 (substantive benchmark range)
51	£63,881	£33.11	£65,925	£34.17	LC4 (substantive benchmark range)
52	£65,943	£34.18	£68,053	£35.27	LC4 (substantive benchmark range)
53	£68,000	£35.25	£70,176	£36.37	LC4 (substantive benchmark range)
54	£70,065	£36.32	£72,307	£37.48	LC4 (substantive benchmark range)
55	£72,145	£37.39	£74,454	£38.59	LC4 (above substantive benchmark range)
56	£74,198	£38.46	£76,572	£39.69	LC4 (above substantive benchmark range)
57	£76,277	£39.54	£78,718	£40.80	LC4 (above substantive benchmark range)
58	£78,315	£40.59	£80,821	£41.89	LC4 (above substantive benchmark range)
59	£80,247	£41.59	£82,815	£42.93	LC4 (above substantive benchmark range)
60	£82,221	£42.62	£84,852	£43.98	LC4 (above substantive benchmark range)
61	£84,243	£43.67	£86,939	£45.06	LC4 (above substantive benchmark range)
62	£86,319	£44.74	£89,081	£46.17	LC4 (above substantive benchmark range)