



## **CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY 13TH DECEMBER 2017 AT 3.05 P.M.**

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PRESENT

Councillor D.V. Poole – Chair

Councillors:

N. George (Neighbourhood Services), C.J. Gordon (Corporate Services), Mrs B.A Jones (Finance, Performance and Governance), P.A. Marsden (Education and Achievement), S. Morgan (Economy, Infrastructure and Sustainability) L. Phipps (Homes and Places) and Mrs E. Stenner (Environment and Public Protection).

Together with:

C. Burns (Interim Chief Executive), C. Harry (Corporate Director – Communities) and D. Street (Corporate Director – Social Services).

Also in Attendance:

P. Hudson (Marketing and Events Manager), M. Eedy (Finance Manager - Environmental Finance Group) and C. Evans (Committee Services Officer)

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C. Cuss (Social Care and Well Being) and N. Scammell (Acting Director of Corporate Services & S151).

#### **2. DECLARATIONS OF INTEREST**

There were no declarations received at the beginning or during the course of the meeting.

#### **3. CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE – 19TH JULY 2017.**

RESOLVED that the minutes of the meeting held on 19th July 2017 (minute nos. 1 - 4) be approved and signed as a correct record.

#### **4. BLACKWOOD MINERS INSTITUTE ANNUAL REPORT AND STATEMENT OF ACCOUNTS 2016/2017 AND UPDATE ON ARTS COUNCIL WALES RESILIENCE REPORT**

The report provided Cabinet as Trustees of Blackwood Miners' Institute with an updated on the operational activities and financial position of Blackwood Miners' Institute for the financial

year ending 31st March 2017 and provide information on the Arts Council Wales Resilience Programme Resilience Report.

Blackwood Miners' Institute was conveyed as a charitable trust to Islwyn Borough Council, (and subsequently to Caerphilly County Borough Council), and was registered as a charity on 13th November 1990. The Local Authority, acting as sole corporate trustee has a legal duty to operate the charity in accordance with the governing document, and has a legal obligation to account for the charity's finances in accordance with the Charity Act 2011.

A report to Cabinet as Trustees of Blackwood Miners' Institute was considered on the 27th July 2016 advising Members of the statutory requirements relating to the charitable status of Blackwood Miners' Institute, including a set of recommendations to ensure compliance with charity law in relation to the submission of annual reports and financial statements, the ongoing management of the Blackwood Miners' Institute and the Council's and Cabinet's responsibilities as Trustees.

The annual report and audited statement of accounts for the 2016/2017 was included as an appendix to the report and Cabinet as Trustees of Blackwood Miners' Institute are required to consider the accounts prior to the annual report and accounts being submitted to the Charity Commission as part of the annual return, in compliance with the requirements of the Charity Act 2011.

Cabinet as Trustees of Blackwood Miners' Institute noted that the Council's improving Services Programme (ISP) includes a project which aims to evaluate options to reduce the deficit at Blackwood Miners' Institute, including review of the operating model for Blackwood Miners Institute. In progressing the ISP project opportunity has arisen to link with the Arts Council Wales (ACW) Resilience Programme through which ACW have funded and completed their Resilience Report for Blackwood Miners' Institute. It was noted that ACW's recommendations will be considered as part of a future report on the findings and recommendations of the Council's ISP project, which will be presented to the Trustee upon completion.

Members thanked the Officer for the detailed report and discussion ensued. Members queried a number of items within the report, which included the revenue from the Bar facility within Blackwood Miners' Institute and it was felt that this could be utilised further. Officers explained that there are some restrictions in respect of procurement and that the Institute is a listed building, therefore there are restrictions on products, however, a new Manager has recently been appointed and these points will be raised in order to increase the revenue of the Institute.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report:

- (i) the contents of the Annual Report and audited Statement of Accounts for Blackwood Miners' Institute for financial year 2016/2017 be endorsed;
- (ii) it be noted that the recommendations of the Arts Council Wales Resilience Report be considered as part of a future report on the findings and recommendations of the Council's Improving Services Programme project for Blackwood Miner's Institute.

The meeting closed at 3.10pm

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CHAIR