

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Minutes of the 2024 General Meeting of Llanddarog Community Council held at Porthyrhyd Village Hall on 08/5/2024 at 19.00.

1/2024-2025 Present.

Councillors: S Herridge (Chair), R Jones, M Rees, R Owen, J Williams O.B.E, M Griffiths, K Waters, R McFarlane.

County Cllr A Davies.

Clerk.

Translator: H Mainwaring.

2/2024-2025 To elect the Chair for 2024 – 2025.

Cllr K Waters was proposed by Cllr R Jones and seconded by Cllr J Williams O.B.E. Cllr K Waters was unanimously elected as Chair.

3/2024-2025 To elect Vice Chair for 2024-2025.

Cllr R Owen was proposed by Cllr J Williams O.B.E and seconded by Cllr R Jones. Cllr R Owen was unanimously elected as Vice Chair.

4/2024-2025 The Chair, Vice-Chair and council members to sign declaration of acceptance.

The Chair, Vice Chair and all council members signed the declaration of acceptance.

5/2024-2025 To receive apologies.

Councillors: County Cllr H Jones, T Evans.

6/2024-2025 To receive declarations of interest.

None.

7/2024-2025 Opportunity for the public to address the Council on agenda items.

None.

8/2024-2025 To receive the retiring Chair's address and report on civic allowance /budget expenditure.

Cllr S Herridge read out the following report.

"It is with heavy heart that I am writing to inform you of my resignation from my position as a community councillor for Llanddarog and the surrounding areas. This decision comes as I am preparing to move out of the area and while I am excited for the new chapter ahead, I cannot deny feeling a tinge of sadness to be leaving behind such a vibrant and welcoming community.

First and foremost, I would like to express my heartfelt gratitude to Gary, our esteemed clerk for his unwavering support and tireless efforts in keeping me organized during my tenure as chair. Without his guidance and assistance, navigating the responsibilities of this role would have been considerably more challenging.

I also want to extend my sincere thanks to all my fellow community councillors for their camaraderie and support throughout my time as chair this year. Your dedication to serving our community has been truly inspiring, and it has been a privilege to work alongside each and every one of you.

A special mention goes to Cllr R Jones for stepping in as deputy during a time of reshuffle demonstrating exemplary leadership and commitment to our shared goals. Your contributions have not gone unnoticed, and I am grateful for your steadfastness during that period of transition.

Reflecting on my time with the Llanddarog community council, I am filled with a sense of pride and fulfilment. It has truly been a pleasure to be part of an organization dedicated to making a positive difference in the lives of our fellow community members. While I may be bidding farewell to this role, I carry with me fond memories and the knowledge that the work we have done together will continue to have a lasting impact.

As I embark on this new journey, I want to extend my very best wishes to each and every one of you”.

Civic Allowance Donations

Presentation Dinner - £136.00

Cymdeithas Cyfeillion Llanddarog - £50.00

Ysgol Maes y Gwendraeth - £57.00

Wales Air Ambulance - £57.00

9/2024-2025 To review the Council’s policies and confirm cheque signatories on the bank mandate.

The Clerk reported that no updates had been received from One Voice Wales or the SLCC regarding the upcoming policy review and informed the members that no alterations were required. Policies are available on the Llanddarog Community Council website.

The Clerk informed council members that the current signatories on the account were Cllr R Jones, Cllr J Williams O.B.E and himself. Online banking is currently being used.

10/2024-2025 To appoint the council’s general standing sub-committee and terms of reference.

It was decided that the sub-committee would consist of the presiding Chair, Vice-Chair and one council member from the relevant parish:

Llanddarog – Cllr T Evans, Cllr M Rees, Cllr R Jones.

Porthyrhyd – Cllr J Williams O.B.E, Cllr M Griffiths, Cllr R McFarlane.

Mynyddcerrig – Cllr R Owen, Cllr K Waters.

Proposed by Cllr R Jones and seconded by Cllr M Rees.

11/2024-2025 Appointments.

It was **resolved** as follows:

- a) **One Voice Wales Area Committee** – Cllr M Rees and Cllr R Jones (Attendance if required).
- b) **Carmarthenshire County Council’s Community and Town Council Liaison Forum** – Cllr K Waters and Cllr R Jones.

- c) **Carmarthenshire County Council’s Local Development Plan Forum** - Delete from future AGM agenda as it is no longer running as a group. **Resolved** to note.
- d) **Torcoed Quarry Forum** – Cllr R Owen and Cllr K Waters.

12/2024-2025 To appoint a community representative on Llanddarog School’s governing body.

It was confirmed that County Cllr H Jones was to remain as representative of Llanddarog Community Council on Llanddarog School’s Governing Body for the full term of 4 years. Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

13/2024-2025 Mr L.M Jones - Internal Auditor for accounts 2023-2024.

The Clerk reported that Mr L.M Jones has indicated that he will be retiring from his position as Internal Financial Auditor for Llanddarog Community Council. The Clerk reported that he has identified a qualified accountant that may be agreeable to taking on the role for the 2024/2025 accounts. It was agreed by Council Members to defer until the June meeting on 12/06/2024. **Resolved** to note.

14/2024-2025 Confirmation of the Clerk as the Responsible Financial Officer for 2024-2025.

Resolved to confirm the Clerk. Proposed by Cllr R Jones and seconded by Cllr K Waters.

15/2024-2025 Confirmation of Internal Financial Examiner for 2024-2025.

Resolved to confirm Cllr R Jones. Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

16/2024-2025 Chairman Civic allowance/budget sum for 2024-2025.

Resolved that the sum be £500 (Section 137). Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

Resolved that the sum be £300 (Civic Allowance). Proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees.

17/2024-2025 Date, time and location of meetings.

This matter was discussed by all council members present and it was decided that due to Llanddarog Village Hall being under construction for the foreseeable future that only Porthyrhyd Village Hall and Mynyddcerrig Club would be utilized as venues for 2024–2025. Llanddarog Village Hall to be reinstated in 2025-2026. It was **resolved** that the meetings be held on the second Wednesday of the Month at **19.00pm** (except August). Meetings will commence in accordance with the table below.

COUNCIL MEETINGS SCHEDULE 2024-2025

June 2024	Mynyddcerrig Club
July 2024	Porthyrhyd Village Hall
September 2024	Mynyddcerrig Club
October 2024	Porthyrhyd Village Hall
November 2043	Mynyddcerrig Club
December 2024	Porthyrhyd Village Hall
January 2025	Mynyddcerrig Club

February 2025	Porthyrhyd Village Hall
March 2025	Mynyddcerrig Club
April 2025	Porthyrhyd Village Hall
May 2025 (Including AGM)	Mynyddcerrig Club

***Other meetings may be called during the year as required**

Proposed by Cllr J Williams O.B.E and seconded by Cllr R Owen.

18/2024-2025 To consider the co-option of additional members.

The Clerk informed council members that due to the resignations of Cllr S Herridge and Cllr R Newell an additional two community council members are required. The matter was discussed, and it was agreed that the Clerk inform Carmarthenshire County Council to advertise the positions. **Resolved** to note.

19/2024-2025 Training on the code of conduct and arrangements for any payments to the Members.

a. The Clerk explained that all Council members were required to attend a Code of Conduct training course every 5 years. It was **resolved** for the Clerk to obtain information from Carmarthenshire County Council and One Voice Wales regarding the course and report to council members in due course.

The following councilors require training on the Code of Conduct – Cllr K Waters, Cllr T Evans and Cllr M Rees

b. It was **resolved** that any payments of £156.00 be made to Members in PAYE tax period 12 of this financial year. If a member leaves the Council before the payroll data is sent to the agent for period 12 then they will not receive the payment. The Clerk asked council members to confirm their position in writing by signing the members' allowance document provided as to whether they are claiming the £156.00. **Resolved** - All council members present completed the members' allowance form and returned to the Clerk.

20/2024-2025 To note council members attendance.

The Clerk reported the following.

Name	No of Meetings	Meetings Attended	Attendance %	Declaration of Interest
Cllr R Jones	11	10	91	2
Cllr S Herridge	11	9	82	0
County Cllr H Jones	11	5	45	0
Cllr J Williams O.B.E.	11	9	82	0
Cllr M Rees	11	8	83	0
Cllr R Owen	11	9	82	0
Cllr R Newell	11	4	70	0
Cllr T Evans	11	5	45	1
Cllr K Waters	11	5	45	0
Cllr R McFarlane	11	7	64	1
Cllr M Griffiths	11	5	45	0

21/2024-2025 The meeting finished at 19.36.

Cllr S Herridge left the meeting.

Chairman

Date

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Minutes of the May 2024 Meeting of Llanddarog Community Council held at Porthyrhyd Village Hall on 08/5/2024 at 19.00 (Following the General Meeting).

22/2024-2025 Present.

Councillors: K Waters (Chair), R Jones, M Rees, R Owen, J Williams O.B.E, M Griffiths, R McFarlane.

County Cllr A Davies.

Clerk.

Translator: H Mainwaring.

23/2024-2025 To receive apologies.

Councillors: County Cllr H Jones, T Evans.

24/2024-2025 To receive declarations of interest.

Cllr R Jones - **36/2023-2024** To confirm annual revenue grant to Porthyrhyd Village Hall.

Cllr M Griffiths – **35/2024-2025** To confirm annual revenue grant to Llanddarog Village Hall.

Cllr M Griffiths - **38/2023-2024** To confirm annual sponsorship to Llanddarog Show.

Cllr M Rees - **38/2023-2024** To confirm annual sponsorship to Llanddarog Show.

25/2024-2025 Opportunity for the public to address the Council on agenda items.

Two members of the community attended the meeting to express their disappointment at the outcome of the planning meeting regarding Wern Fraith Farm, Porthyrhyd on 25/04/2024.

The community members reported they felt the behaviour of the Senior Planning Officer was condescending and misleading, who stated that there were no issues regarding the planning application. They reported that the Senior Planning Officer made a degrading comment during the planning meeting stating that “people should learn how to use toilet facilities properly” when the issue of the sewage system was addressed, and Welsh Water were very dismissive of every concern raised. Conflicting information was discussed during the planning meeting with regards to housing. There are housing shortages in rural communities, but the planning application is not within the current LDP, and transport links are limited. The community members that attended felt there was total disregard for their concerns and no Welsh language assessment had been performed. Neither Welsh Water nor Carmarthenshire County Council are taking responsibility for the surface water within the area which will result in increased insurance premiums when claims are made. The Gwendraeth Fach was not listed as a concern. Water samples have been taken from the Gwendraeth Fach river as there are obvious signs that phosphates are entering the water, but no results have been published. Welsh Water and NRW have been contacted but no response received.

County Cllr A Davies left the meeting at 19.58 not to return.

Cllr M Griffiths stated that during the later part of the planning consultation meeting the majority were in favor of the planning application, Welsh Water were very dismissive of any issues, but no evidence was provided to the contrary and the overdevelopment factor was not mentioned at all.

The community members asked how best to appeal against the planning decision.

The Clerk responded that he would consult with County Cllr A Davies and respond directly with the community members. **Resolved** to note.

The community members also stated that the cost of an independent hydrology report would be approx. £3000.00 with no certainty that Carmarthenshire County Council would take any notice. They also reported that the structure of the planning meeting and the tone of the planning officers was appalling.

The Clerk reported to all council members present that County Cllr H Jones had telephoned him the previous evening to suggest that Llanddarog Community Council write a letter of complaint to Carmarthenshire County Council regarding the planning consultation meeting and the fact that Llanddarog Community Council were dismissed from speaking at the meeting regarding voicing concerns on behalf of the community. The email was received at 15.53 on 24/04/2024. Please see following – “I refer to our recent email exchange regarding the above.

Whilst I have previously advised that the Community Council will be afforded an opportunity to address the Planning Committee at tomorrow’s meeting, recent advice from the Council’s solicitor has confirmed that a maximum of two objectors are entitled to address the Committee which includes the Community Council. The Council’s protocol for representations on planning applications confirms that where more than two requests to address the Committee have been received, it is the first two requests received in time that shall be given the right to address the Committee.

The Council received a request from the secretary of Mudiad Amddiffyn Porth-Y-Rhyd (MAP) on 21 December 2023 confirming that two members of MAP wish to speak at the meeting. This request was received on 21 December 2023 prior to your written request of 1 January 2024, and, on this basis, the two members of MAP will be permitted to address the Committee tomorrow. Unfortunately, Cllr Hefin Jones will therefore not be permitted to speak at the meeting on behalf of the Community Council. I apologise for any inconvenience caused”.

The suggestion was discussed by all council members present and it was unanimously decided that a letter be written to Carmarthenshire County Council regarding the planning meeting, especially the way the meeting was structured and conducted, the degrading and condescending comments made by certain planning officers towards members of the public and the hour at which the email was received from Carmarthenshire County Council informing the community council that they were dismissed from voicing the concerns of community members at the planning meeting. **Resolved** for the Clerk to write a letter.

Members of the public left the meeting at 20.12, not to return.

26/2024-2025 Policing and Road Safety Matters.

Cllr M Rees reported that all speed bumps in Llanddarog were eroding due to the volume of traffic in the area. **Resolved** for the Clerk to report to the following department.

27/2024-2025 County Council matters - County Cllr A Davies.

County Cllr A Davies reported the following –

“Ccongratulations to Cllr K Waters and Cllr R Owen on their appointment as Chair and Vice Chair of Llanddarog Community Council and a thank you to Cllr S Herridge for the way she has conducted the meetings over the past 12 months. It has been a pleasure to attend meetings under her chairmanship. Good luck in the future and please keep in touch. I must also reiterate the words of Cllr S Herridge and thank you to Gary, our Clerk, for his hard work and dedication. It is an example to us all.

It has been another extremely busy month as several developments have come to an end. Planning permission was granted for the development of 42 dwellings at Wern Fraith Farm, Porthyrhyd. It was asked in an email why the committee's decision had not been noted on the County Council website. The answer to that is when conditions 106 is seen on any development, it takes time to carry out the legal work. In some cases, it may take over 18 months before this work has been approved, finalized and published on Carmarthenshire County Council's website. In addition, I was also informed that the Language Commissioner has started an investigation into this case, and it must be completed within 120 days.

We are also aware that the pumping station broke down on 28/04/2024 and was repaired by 30/04/2024, proving that there is an issue with the sewage works in Porthyrhyd. Welsh Water technicians have been asked to contact me but no response has been received yet.

On 11/05/2024, we will be meeting at Llanddarog School to assess and carry out essential works. All volunteers are welcome from 09.30 – 16.00.

It is very nice to see the rebuilding of Llanddarog Village Hall under way. I am sure it will be a great asset to the community.

With regards to health and safety within the community, I received an email from a parent from Is y Llan about an accident involving a child who was involved in a collision with a car. I am happy to report that no serious injuries were received but it is something I will be discussing with community and county officials to see how we can make Is y Llan safer.

22/06/2024 - Llanddarog Show.

22/06/2024 – YesCymru and All Under One Banner Cymru (AUOBCymru) are rallying support in historic Carmarthen.

22/06/2024 – “Cwtsh y Clos” sports day.

The Bute/Green Gen consultation ends on 08/05/2024 and I hope that everyone has had the opportunity to send a letter”.

28/2024-2025 Chairman's Report.

The Chair expressed her appreciation for being elected as Chair of Llanddarog Community Council for 2024-2025 and that it was an honor to represent the community. The Chair thanked Cllr S Herridge for her service over the past year and council members for their support. The Chair also thanked County Cllr A Davies for her diligent work and expressed her gratitude to the Clerk for their continued efforts.

29/2024-2025 Confirmation and signing of the Minutes of the Council Meeting 10/04/2024.

It was **resolved** to confirm the minutes for 10/04/2024. Proposed by Cllr R Jones and seconded by Cllr M Rees.

30/2024-2025 Matters arising from the above minutes.

The Clerk informed council members that all matters to **resolve** had been actioned and if correspondence had been received, a copy of the Email had been sent to each member for information.

No update from Audit Wales regarding the 2022-2023 report. **Resolved** to note.

The Clerk reported that he had spoken with the community members regarding the allocation of litter picking equipment to the community but due to other commitments they were unable to confirm when the litter picking group would be formed and reconvene. **Resolved** to note.

31/2024-2025 To note correspondence or to list for consideration at a forthcoming council meeting.

(All relevant correspondence is emailed to council members at the time of receipt and only brought before the meeting if necessary or specifically requested by members or the Clerk).

32/2024-2025 Planning.

To discuss planning approval at Wern Fraith Farm, Porthyrhyd – Please see **minute 25/2024-2025**.

33/2024-2025 Payments.

The below payments were certified in the April monthly meeting and **ratified** in the May monthly meeting. Copies of invoices sent to all members electronically prior to payment for authorization. Proposed by Cllr M Rees and seconded by Cllr R Jones.

Method of Payment	Date	Suppliers & Details	Sum £ inc VAT
Online	24/04/2024	HMRC PAYE – Period 1	109.80
Online	24/04/2024	J.G Evans – April Payroll	419.74
Online	24/04/2024	Dynefor Tree Services - 001	300.00
Online	29/04/2024	Nest	40.06

34/2024-2025 Receipts.

Carmarthenshire County Council – Precept 1.
26/04/2024 - £6778.19.

Cllr M Griffiths left the meeting for the next agenda item

35/2024-2025 To confirm annual revenue grant to Llanddarog Village Hall.

An annual revenue grant of £550.00 was proposed by Cllr M Rees and seconded by Cllr R Jones. All agreed.

Cllr M Griffiths rejoined the meeting.

Cllr R Jones left the meeting for the next agenda item.

36/2024-2025 To confirm annual revenue grant to Porthyrhyd Village Hall.

An annual revenue grant of £550.00 was proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees. All agreed.

Cllr R Jones rejoined the meeting.

37/2024-2025 To confirm annual revenue grant to Mynyddcerrig Welfare.

An annual revenue grant of £550.00 was proposed by Cllr J Williams O.B.E and seconded by Cllr M Rees. All agreed.

Cllr M Griffiths and Cllr M Rees left the meeting for the next agenda item.

38/2024-2025 To confirm annual sponsorship to Llanddarog Show.

An annual sponsorship of £250.00 was proposed by Cllr J Williams O.B.E. and seconded by Cllr R Owen. All agreed.

Cllr M Griffiths and Cllr M Rees rejoined the meeting.

39/2024-2025 To confirm renewal of Community Council Insurance Policy.

It was proposed by Cllr J Williams O.B.E and seconded by Cllr R Jones to renew the 3-year policy with Zurich Insurance at the sum of £600.22. **Resolved** for the Clerk to arrange payment.

40/2024-2025 To receive update on Porthyrhyd memorial stone.

Cllr J Williams O.B.E reported that he had replaced the barriers and shuttering on the plinth in preparation for placing the stone in place over the next few weeks.

41/2024-2025 To discuss translation services provider for 2023-2024.

Cllr J Williams O.B.E and Cllr R Jones suggested that Ms Catrin Llwyd remain as translator for 2024–2025. All council members agreed. **Resolved** for the Clerk to inform Ms Catrin Llwyd by email.

42/2024-2024 To discuss Community Awards.

Cllr M Rees stated that a format was required for community members to be able to vote on the recipient of the community awards and that they would commence in 2025-2026. The Clerk stated that Llanarthne Community Council were currently working on a format for their community awards and once completed, and with their permission the format would be available to share. **Resolved** to defer to the June meeting on 12/06/2024.

43/2024-2024 To discuss Mynyddfest.

Cllr K Waters and the Clerk reported that community members had approached them to voice their concerns over the potential “Mynyddfest” event. Main concerns raised were noise pollution, littering, parking, anti-social behavior, theft and drug abuse. Cllr K Waters reported that there were no updates on social media regarding the event and was unsure if the event was going ahead.

Cllr M Griffiths asked if an alcohol license, entertainment license and risk assessments had been submitted to the relevant authorities.

Cllr R Owen asked if County Cllr A Davies had reported on permits and licensing from the April meeting on 10/04/2024. The Clerk stated that nothing had been received but that he would contact County Cllr A Davies for an update. **Resolved** to note.

44/2024-2024 To discuss the Internal Auditor Report 2023 – 2024.

The Internal Auditor Emailed a report to the Clerk on 07/05/2024 and it was forwarded to all Council members on 08/05/2024 in preparation for the May meeting on 08/05/2024. The Clerk also verbally reported the document to all council members present.

1. Proper Bookkeeping

a. Random audit of 10 on-line payments by Internal Auditor with below template.

Payment date	Amount	Supplier	Invoice amount	VAT	Reported in minutes (ref the minute)
24/04/23	300.00	Dynefor Trees	300.00	0.00	Minute 33/2023-2024
25/05/23	589.98	Zurich Insurance	589.98	0.00	Minute 56/2023-2024
28/06/23	615.60	Insignia	615.60	102.60	Minute 78/2023-2024
30/06/23	33.82	Nest	33.82	0.00	Minute 78/2023-2024
01/06/23	527.88	Zoom	527.88	87.98	Minute 78/2023-2024
27/07/23	94.40	HMRC	94.40	0.00	Minute 99/2023-2024
27/11/23	360.22	J G Evans Payroll	360.22	0.00	Minute 137/2023-2024
27/12/23	50.00	Llanddarog Village Hall	50.00	0.00	Minute 155/2023-2024
20/02/24	204.00	Catrin Llwyd	204.00	0.00	Minute 174/2023-2024
30/03/24	750.60	Carmarthenshire County Council	750.60	125.10	Minute 194/2023-2024

b. Document the minute where the Council has been informed of its Section 137 powers, its limit and indeed confirm that the Section 137 expenditure is separately accounted for in the cashbook.

Section 137 payments are formally minuted as donations and summarised in the 'outgoings' column in the Summary of Accounts.

Minute 8/2023 - 2024 states that no funds of the retiring Chairman's Civic Allowance have been spent as it has been utilised elsewhere - Minute 27/2023-2024 though recorded under Section 137 payments in the cashbook.

2. Risk Management.

a. Established convention for providing grants / donations – the lack of formal procedure, as opposed to the sums and policy justification, is identified as a high risk within the Council's risk register (Oct 2019);

The merits of providing the standing revenue grant is a Council decision and confirmed every year.

b. Established convention for Chairman Civic Allowance Budget – the procedural aspect, as opposed to the sum and policy justification, is identified as a medium risk within the Council's risk register (October 2019). Note this is not a personal payment to the Chair but a civic allowance to support charities events attended etc in the year.

As above, the Chairman's allowance has been recorded under Section 137 payments in the cashbook but question whether this forms part of the allowance permitted per electorate?

c. Council reserves – the effective use of reserves has been identified the risk in the Council's register. The Internal Auditor is asked to advise on whether the Council's new strategy for use of its reserves.

I am satisfied that the Council has looked in depth at this matter as noted in December - Minute 140/2023-2024 and January's Meeting in Minute 158/2023 – 2024

3. Budgetary Control.

Review of the Council minutes to confirm that the following financial regulation has been complied with during the year:

Financial Regulation 4.8 – The internal auditor should confirm that 3 reports from the Internal Financial Examiner have been provided to the Council within the financial year and that 3 financial budget monitoring reports have been provided by the Clerk/IFO to the Council within the financial year.

I am satisfied that this requirement is being met, having been reported by the Internal Financial Officer and recorded in minutes of the following meetings - July 2023 – Minute 80/2023 – 2024, October 2023 - Minute 101/ 2023- 2024 and January 2024 – Minute 157/2023 – 2024.

A draft Budget Report was prepared in December – Minute 140/2023-2024 and finalised and approved by Members in January's Meeting in Minute 158/2023 – 2024.

(The internal auditor is asked to evidence that the review has taken place by referencing the relevant minutes within his report where these reports have been received by the Council. Copies of the reports will be provided to the Internal Auditor)

4. Income.

Verify that the sum demanded by the precept was paid by Carmarthenshire County Council by checking the bank statement. The internal auditor is asked to evidence that the review has taken place by signing the bank statement where the transactions are received and confirming the sum received as at 31/3/24 in his report.

I have signed the following bank statements April 2023, September 2023 and December 2023. The precept sum requested for the year was £19,363.89 supported by Remittance Advice Notes and this corresponds to the totals in the bank statements and the Financial Summary.

There is a VAT Refund of £781.35 in minute 156/2023-2024 noted on the bank statement for January 2023, £663.94 from other local Community Councils for sharing of Zoom facility and other miscellaneous income of £59.60.

I have previously suggested that Llanddarog Community Council invoices other local Councils for the use of shared facilities to enable cross-referencing though I appreciate that some are donations.

5. Payroll.

Staff were auto enrolled in. The internal auditor is asked to confirm within his report to the Council that the Council is continuing to review the position of its staff in relation to auto enrolment and to evidence such a review by referring to specific documentary evidence / Council minutes within his report.

I am satisfied that the Council continues to review its position in relation to auto enrolment and I have seen the declaration of compliance. I can confirm that the minutes make ongoing reference to the review.

6. Asset Control

The Council has a very small number of fixed assets. The internal auditor is asked to confirm within his report that the Council is continuing to review its asset base by way of condition reports/surveys. The internal auditor is asked to evidence such a review by referring to specific documentary evidence / Council minutes within his report.

The Asset Maintenance Report register details the assets, location and state of repair with audit and insurance value.

7. Bank Reconciliation.

The Council should have been provided within 4 reconciled bank statements during the financial year by the Clerk/RFO in accordance with financial regulation 4.8. The Internal Auditor is asked to review the sums that were presented to the Council within the budget reports and verify they matched the bank statements. The internal auditor will also sign the bank statements.

Bank Statement Month Ending	Statement Balance Actual £	Statement Balance Provided Within Budget Report	Council Minutes Reference	Bank Statement Signed
27/07/2023	22,147.64	Yes	80/2023-2024	Yes
28/10/2023	24,995.26	Yes	101/2023-2024	Yes
29/01/2024	24,365.24	Yes	157/2023-2024	Yes
30/03/2024	22,947.77	Yes	215/2023-2024	Yes

I am content that there is full adherence to the financial regulations with 4 reports provided. All details are set out in the budget reports.

8. Year end.

The Internal Audit will review the arithmetical accuracy of the annual return. The internal auditor will also fill in the relevant sections of the annual return and sign / date accordingly.

The sums in the Accounts Summary and Annual Return equate to the year-end Bank Statement in March.

Cllr K Waters and Council members thanked the Clerk and Cllr R Jones for their diligent work throughout the year.

45/2023-2024 Forum in order for Members to raise reports / questions through the Chairman.

Cllr J Williams O.B.E reported that Heol Y Foel, Porthyrhyd was being considered for the 40mph speed limit by Carmarthenshire County Council after a letter was submitted in February 2024. **Resolved** to note.

46/2023-2024 In camera 20.55.

Those who were not Community Council members or the Clerk departed the meeting – not to return. The exclusion is due to personnel / staffing matters being discussed.

47/2023-2024 Staff pay run May 2024.

The Clerk reported the payroll amounts verbally to all council members. It was **resolved** to accept the report and ratify the payment of the sums as presented. Proposed by Cllr J Williams O.B.E and seconded by Cllr R Jones.

48/2023-2024 The meeting finished at 21.00.

Chairman

Date
