## PACK OF APPENDICIES

### Monday 26<sup>th</sup> June 2023

Appendix	Subject	Page no
Α	Management accounts to 31 <sup>st</sup> May 2023	2
В	Annual return year ending 31 <sup>st</sup> March 2023	4
С	Annual report year ending 31 <sup>st</sup> March 2023	9
D	Statutory training plan	18
E	Orders for payment	19
F	Cartrefle Bridge Street	20
G	Tennis Courts	21

## **APPENDIX A**

LLANFAIR CAEREINION T		ANNUAL ACCOUNTS - YEAR TO 31st March 2024				
MONTHLY INCOME & EX	PENDITURE SUMMA	RY				1
INCOME	BUDGET	BUDGET T/D	ACTUAL	April	May	June
Precept	46,000.00	15,500.00	15,500.00	15,500.00	0.00	0.00
Burial Services	5,000.00		375.00	20.00	355.00	0.00
Street Scene	5,000.00		0.00	0.00	0.00	
Recreational	10.00		0.00	0.00	0.00	0.00
Mount Field	260.00	0.00	0.00	0.00	0.00	0.00
Deri Woods	250.00	0.00	0.00	0.00	0.00	0.00
Administration	0.00	0.00	0.00	0.00	0.00	0.00
Publicity/Events	4,100.00	3,595.00	3,595.00	95.00	3,500.00	0.00
Projects (from reserves)	19,000.00	0.00	0.00	0.00	0.00	0.00
Grants/Donations	0.00	0.00	0.00	0.00	0.00	0.00
Community	13,750.00	460.00	460.00	140.00	320.00	0.00
Total	79,620.00	19,925.00	19,930.00	15,755.00	4,175.00	0.00
					,	
EXPENDITURE	BUDGET	BUDGET T/D	ACTUAL	April	May	June
				F		
Burial Services	6,150.00	967.33	1,012.16	710.00	302.16	0.00
Street Scene	11,500.00	1,316.67	608.99	258.99	350.00	0.00
Recreational	2,275.00	1,174.33	1,091.00	266.00	825.00	0.00
Mount Field	5,950.00	883.33	850.00	850.00	0.00	0.00
Deri Woods	2,350.00	184.67	53.49	53.49	0.00	0.00
Administration	19,950.00	3,247.67	3,230.41	941.19	2,289.22	0.00
Publicity/Events	7,350.00	1,300.00	1,294.69	290.00	1,004.69	0.00
Projects / Other	9,400.00	0.00	0.00	0.00	0.00	0.00
Donations/Grants	3,600.00	660.00	849.99	654.99	195.00	0.00
Community	10,600.00	944.67	851.32	664.65	186.67	0.00
Section 137	0.00	0.00	0.00	0.00	0.00	0.00
Total	79,125.00	10,678.67	9,842.05	4,689.31	5,152.74	0.00
Balance	495.00	9,246.33	10,087.95	11,065.69	-977.74	0.00
VAT			630.24	510.24	120.00	0.00
CHECK = 0				0.00	0.00	0.00
ERROR CHECKS: MONTHL	Y TABS		CHECK=0>	0	0	1
ERROR CHECKS: THIS TAB			CHECK=0>	0	0	) (

BANKING CHECKS					
				April	May
BANKING	START		CURRENT	30,281.33	40,836.78
			DEPOSIT	60,383.41	60,383.41
			TOTAL	90,664.74	101,220.19
	END		CURRENT	40,836.78	43,965.70
			DEPOSIT	60,383.41	60,383.41
			TOTAL	101,220.19	104,349.11
			DIFFERENCE	-10,555.45	-3,128.92
SUMMARY	INCOME		GENERAL	15,755.00	4,175.00
	DEBTORS	4226.66	DEBTORS	0.00	4,226.66
	VAT	0	VAT	0.00	0.00
			TOTAL	15,755.00	8,401.66
	EXPENDITURE		GENERAL	4,689.31	5,152.74
	LAST YR CHEQUES	0	Last yr chq	0.00	0.00
	VAT	630.24	VAT	510.24	120.00
	VAT	-630.24	TOTAL	5,199.55	5,272.74
			DIFFERENCE	10,555.45	3,128.92

#### **APPENDIX B**

### Accounting statements 2022-23 for:

#### Name of body: LLANFAIR CAEREINION TOWN COUNCIL

	Year	ending	Notes and guidance for compilers
	31 March 2022 (£)	31 March 2023 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records fo the relevant year.
Statement of in	come and expend	diture/receipts ar	nd payments
<ol> <li>Balances brought forward</li> </ol>	109428	104423	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	40000	44000	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies
<b>3.</b> (+) Total other receipts	49224	33144	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	7070	6883	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	87159	74039	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	104423	100645	Total balances and reserves at the end of the year. Must equal $(1+2+3) - (4+5+6)$ .
Statement of ba	alances		
8. (+) Debtors	17271	9980	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	90521	90665	<b>All accounts:</b> The sum of all current and deposit bank accounts cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
<b>10.</b> (-) Creditors	3369	0	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	104423	100645	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).
12. Total fixed assets and long term assets	182000	212000	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
<b>13.</b> Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

## **Annual Governance Statement**

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2023, that:

		Year	ending	Notes and guidance for compilers
		31 March 2022 (£)	31 March 2023 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.
St	atement of inco	me and expend	liture/receipts ar	nd payments
1.	Balances brought forward	109428	104423	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2.	(+) Income from local taxation/levy	40000	44000	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3.	(+) Total other receipts	49224	33144	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4.	(-) Staff costs	7070	6883	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5.	(-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6.	(-) Total other payments	87159	74039	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7.	(=) Balances carried forward	104423	100645	Total balances and reserves at the end of the year. Must equal $(1+2+3) - (4+5+6)$ .
St	atement of bala	nces		
8.	(+) Debtors	17271	9980	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.
9.	(+) Total cash and investments	90521	90665	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10.	(-) Creditors	3369	0	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.
11.	(=) Balances carried forward	104423	100645	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).
12.	Total fixed assets and long- term assets	182000	212000	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13.	Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

#### Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

#### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2022-23 was £8.82 per elector.

In 2022-23, the Council made payments totalling £50 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.
3.
3.
3.
3.
3.
3.
3.

\* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

#### Council/Board/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<b>Certification by the RFO</b> I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/ Committee, and its income and expenditure, or properly present	Approval by the Council/Board/Committee I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:		
receipts and payments, as the case may be, for the year ended 31 March 2023.	Minute ref:		
RFO signature:	Chair of meeting signature:		
Name:	Name:		
Date:	Date:		

#### Annual internal audit report to:

Name of body: Llanfair Caereinion Town Council

The Council/Board/Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2023.

The internal audit has been carried out in accordance with the Council/Board/Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/Board/Committee.

			Agreed?			Outline of work undertaken as part	
		Yes	No*	N/A	Not covered* *	of the internal audit (NB not required if detailed internal audit report presented to body)	
1.	Appropriate books of account have been properly kept throughout the year.	۲	0	0	C	Financial records have been reviewed	
2.	Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	۲	С	C	с	Invoices and minutes reviewed to support expenditure	
3.	The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	۲	С	C	с	Minutes and other council documents reviewed	
4.	The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	۲	с	с	с	Supporting documents reviewed	
5.	Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	۲	С	c	с	Supporting documents reviewed	
6.	Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	۲	С	C	с	Supporting documents reviewed	
7.	Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	O	С	c	с	Supporting documents reviewed	
8.	Asset and investment registers were complete, accurate, and properly maintained.	o	0	0	C	Supporting documents reviewed	

		A	greed?		Outline of work undertak
	Yes	No*	N/A	Not covered**	the internal audit (NB no detailed internal audit re to body)
<b>9.</b> Periodic and year-end bank account reconciliations were properly carried out.	۲	C	C	o	Reconciliations reviewed
<b>10.</b> Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	۲	с	с	с	Accounts and supporting wor
<ol> <li>Trust funds (including charitable trusts). The Council/Board/ Committee has met its responsibilities as a trustee.</li> </ol>	۲	c	c	с	

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on sepa needed) adequate controls existed:

		Agreed?			Outline of work undertak
	Yes	No*	N/A	Not covered**	the internal audit (NB not detailed internal audit rep to body)
12. Insert risk area	0	o	0	o	Insert text
13. Insert risk area	0	0	0	0	Insert text
14. Insert risk area	с	c	c	c	Insert text

\* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\* If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is

next planned, or if coverage is not required, internal audit must explain why not.

#### Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2021-22 and 2022-23. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: David	Hawes
Signature of person who carried out the internal audit:	and U. H.

**APPENDIX C** 

## ANNUAL REPORT OF LLANFAIR CAEREINION TOWN COUNCIL

# **ANNUAL REPORT**



Year ending 31<sup>st</sup> March 2023

# WELCOME

## CONTENTS

1.	Llanfair Caereinion Town Council
2.	Information about Llanfair Caereinion
3.	Councillors and Town Clerk
4.	Trusts
5.	External Membership
6.	Power of well-being
7.	Climate Change
8.	Bio-diversity Report
9.	Training plan
10.	Achievements
11.	Other things happening around the Town.
12.	Plans for the year to 31 <sup>st</sup> March 2023.
13.	Annual Return and Financial Statement
15.	Annual monitoring review.
16.	Independent Review Panel for Wales
17.	Chronicle
18.	Future plans
Appendix A	Annual Return



### 1. Llanfair Caereinion Town Council

Llanfair Caereinion Town Council was formed in 1974 under the Local Government Act 1972. It covers an area including Heniarth, part of Cyfronydd, Rhiwhiriaeth, Melin Y Ddol, part of Llanerfyl and the Town itself.

Llanfair Caereinion Town Council a medium sized Community (town) Council. It provides grass roots services to all parts of its community. The Council's strategic direction is set by elected Councillors (Members) who oversee the Town Clerk who is responsible for delivering services on a day-to-day basis.

Details of the elected members and how to contact them are available at <u>www.llanfairtowncouncil.co.uk</u>.

Notices of meetings, agendas, reports and minutes can also be viewed here, along with many governance documents and other information about the Council.

The Council derives almost all of its funds from its precept. That is, an additional amount which is added to Council Tax bills based upon the Council's estimated expenditure.

For the financial year 2022/2023 the Council estimated that it needed to allow for  $\pounds 46,000$  from the precept.

The Town Council is responsible a number of local services including Mount Field, Deri Woods & Goat Field, Public Toilets, Playground, Tennis Court, Bowling Green, Youth Club service (about to start), Chapel of Rest, Erw Ddwr, St Marys Churchyard, Council Office, signs and street furniture along with other minor responsibilities which contribute to the well-being of Llanfair Caereinion and its communities.

The Councils prime responsibility is to represent the Community including being a statutory consultee regarding planning matters.

The Full Council generally meets on the 4<sup>th</sup> Monday of each month (except August).

The Council is working towards being a Competent Council. This involves 67% of Councillors being elected, unqualified accounts and a qualified Town Clerk.

The Council has met all three requirements.

The Council also has a compliant Website with a Tourism Website alongside.

### 2. Information about Llanfair Caereinion

Llanfair Caereinion Town Council serves a population of around 2,000 within the Banwy Valley, in the eastern part of Montgomeryshire.

Today, Llanfair Caereinion is essentially rural with a small town in the centre of its ward on the Rive Banwy.

There is a large Church with Churchyard in the centre of the Town along with two Chapels.

A variety of shops in the Town include Londis, Spar, Local Butchers, Veterinary Practice, Large agricultural general stores, Newsagents, Post Office, Fish & Chip shop, Barbers, Hairdressers, and café at the railway station. A takeaway (Chinese) is due to pen soon alongside a Community Café for one morning and one afternoon a week in the Institute. There are also three thriving public houses serving food daily. There is one petrol filling station with garage repair facilities. The town is blessed to have its own Fire Station, dentist (NHS) and medical centre.

There are other local businesses including Wynnstay along with an array of caravan parks and bed & breakfast establishments.

The main tourist attraction is the Welshpool & Llanfair Light Railway who has over two hundred regular volunteers who support the Town. The railway attracts over 20,000 visitors a year, some of which go into the Town Centre or to Deri Woods.

There is a Town Trail; Deri Woods walk by the river, a playground and recreation ground.

#### 3. Councillors and Town Clerk

The Council has just one ward with 12 Councillors. There were no vacancies at the end of the year.

Details of the Councillors and how to contact them can be found on the Councils website at <u>www.llanfairtowncouncil.co.uk</u>.

Councillors are not paid and have only one councillor claimed any allowances during the year ending 31<sup>st</sup> March 2023.

Councillors at the year-end 31<sup>st</sup> March 202 (all elected in May 2022) were:





For the year, the Town Clerk & Responsible Financial Officer was Mr Robert A Robinson MBE FRICS FSLCC.

### 4. Trusts

The Council has managed two Trusts during the year as follows:

### Recreation and Playing Field Charity – No 525514 (Mount Field)

The Council managed the above Charity and funded its activities in the financial year to 31<sup>st</sup> March 2023. The Council is the Corporate Trustee of this Charity.

### Deri Woods Recreation Ground Charity – 524413

The Council managed the above Charity and funded its activities in the financial year to 31<sup>st</sup> March 2023. The Council is the Corporate Trustee of this Charity.

### 5. External Membership

The Council has continued its external interest in the following:

Llanfair Caereinion Partnership - Town Clerk & Councillors Llanfair Caereinion Library - Cllr Ian Davies. Powys County Council Community Council Forum - Town Clerk Llanfair Caereinion Youth Council – Cllr Sarah Astley Friends of Deri Woods (MWT) – Cllrs Rob Astley, Cadvan Evans & Sam Webster. The Institute Committee - Cllr Hazel Davies School Governor's - Cllr Melvin Jones Shrewsbury Aberystwyth Rail Liaison Committee – Town Clerk North & Mid Wales Association of Local Councils – Town Clerk One Voice Wales area meetings – Town Clerk

The Council has set up a Youth Council which is now operating.

### 6. Power of well-being

The Council has approved and published a well-being statement and assessment during the 2022-2023 financial year.

## 7. Climate Change Plan

The Council adopted a Climate Change Plan in February 2022 with an action plan which is being taken forward.

### 8. Bi-diversity Plan

The Council has prepared and adopted a bio-diversity plan and assessment during the 2022-2023 financial year which is now being taken forward.

### 9. Training Plan

A training plan has been adopted and published on the council website.

#### 10. Achievements

During the year to 31<sup>st</sup> March 2023 the Council achieved the following:

#### **General repairs**

Completed in 2022-2023
External decoration of the Chapel of Rest
Repair of retaining walls in the Glanyafron Playground
New waste bins at Mount Field
New dog control signs at Deri Woods and Goat Field
Clear of store at Chapel of Rest
Repair of facia board at Chapel of Rest
New lighting to lower path in St Mary's churchyard
Electrics completed at Chapel of Rest
Complete works to lower paths and drainage at Deri Woods
Cleaning moss from paths at Erw Ddwr
Repair and decoration of the sign at entrance of Erw Ddwr
Cleaning moss from paths at toilets
Replace sundial in St Mary's churchyard
Install grass cutting compound at Mount Field
Works of repair at Deri Woods and Goat Field to paths, steps and railings

#### **Major projects**

Completed in 2022-2023	
New paths for Erw Ddwr	
Glanyafron playground	
Community Café pilot	
Town Wi-Fi system	
New picnic benches for Tennis Courts	
Levelling of lower path Deri Woods	
Tourist project (flag poles, tourism website, town guide etc)	

#### 11. Other things happening around the Town

During the year other events of note were:

- 1. The annual act of remembrance held in November was held by the Royal British Legion with the Council.
- 2. Some of the main roads through town were resurfaced by Powys County Council.
- 3. The annual Carnival was enhanced with a professional production of Rapunzel.
- 4. The steam railway extended its offering of events during the year.

#### 12. Reserves

The monies held by the Council at the end of the year are represented by:

General reserves	£40,000
Youth Club	£9,750
Institute rear wall	£2,800
Bus stop scheme	£1,300
Available for projects	£30,000
Total allocated	£83,850
General running costs	£16,795
Total funds	£100,645

#### 13. Annual Return and Financial Statement

A copy of the annual return and financial statement is posted on the Council's website at www.llanfairtowncouncil.co.uk

### 14. Annual Monitoring Review

The Council receives a monitoring report on the Town Plan in September each year. This report is published on the Council website.

### 15. Independent Review Panel for Wales

The council has adopted policies as required by the IRPW. A schedule of councillor expenses can be found the council website.

### 16. Chronicle

The council has produced a newsletter both online and in hard copy keeping the town updated on what is happening within its community.

#### 17. Plans for 2022-2023

During the next financial year, the following projects and maintenance are planned to be completed:

Maintenance works 2023-2024
Felling of diseased ash trees in Goat Field
Internal decoration of the Chapel of Rest
Replacement of top rail on Mount Field side of Mount Field and
repair netting
Complete town street furniture painting project
Complete repairs to the Lychgate including brick/stonework under
Restart Llanfair Partnership meetings
Pointing of part of wall along Broad Street supporting St Mary's.
Replace posts at far end Mount Field

Maintenance works 2023-2024 cont
Complete Bird Box Scheme for Pied Fly Catcher
New signage at Mount Field
Repair to car park surface at Deri Woods
Minor tree works to Erw Ddwr
Works of repair at Deri Woods and Goat Field to paths, steps and
railings
Feasibility studies as grant funded.

Major projects for 2023-2024
Completion of rear retaining wall to Institute
Start Youth Club
Install Bus stops around town
Feasibility studies (subject to funding)
For regeneration, leisure centre, tourism and a healthy Llanfair
Refurbishment of public toilets and installation of water point, new
disabled facilities and baby changing units
Fitness Trail installation
Installation of Tourism Maps around the town
Progress proposals to take lorries out of the town.

Robert Robinson MBE FRICS FSLCC Clerk & Responsible Financial Officer

26<sup>th</sup> June 2023

## **APPENDIX D**

### **TRAINING PLAN**

#### Introduction

Section 67 of the 2021 Act requires community councils to make and publish a plan about the training provision for its members and staff. The first training plan must be ready and published by 5 November 2022, six months after the duty comes into force. (a plan was prepared which referred to One Voice Wales Training dates). This now needs to be updated to meet fully the regulations.

The training plan should reflect on, and address, whether the council collectively has the skills and knowledge it needs to deliver its plans most effectively. Purpose of the training plan

Planning for the provision of training can be conducted in a proportionate way, taking into account factors such as the activities undertaken by that council, the current expertise of councillors and clerks and the nature and significance of any training needs identified. Overall, the intention is that the preparation of a training plan would support councillors to have the relevant training to carry out their role - as well as professional clerks and other employees.

The delay in taking forward training to date has been due to the school incident in June 2022 when the first training was due to take place.

#### Areas of training needs for 2023-2024

The areas of training which would benefit the Council are:

#### i) Basic induction for councillors (September)

A programme covering the guidance for Town and Community Councils is mandatory – this should be discussion based as well as factual information. The Clerk normally delivers this.

#### ii) Charity Law (October)

The Council has two charities for which it is responsible. PAVO can provide a short course on the subject alongside a discussion on how we manage them at present and any alterations to management recommended.

#### iii) Code of Conduct (November)

The code of conduct is usually delivered by the County Council and is mandatory for all Councillors to complete.

In 2024-2025 training in finance and governance should be included.

## APPENDIX E

### ORDERS FOR PAYMENT

AUTH	CHEQUE	ΡΑΥΤΟ	FOR	Net £	VAT£	Gross £
LGA1972	102104	Insurances	Council insurances	1210.96	0.00	1210.96
LGA1973	102105	HRMC	Tax to inland revenue	377.80	0.00	377.80
LGA1974	102106	WE DO TENNIS	Tennis courts	600.00	120.00	720.00
LGA1975	<b>B ENTRY</b>	KINGS COR BAND	Kings Coronation event	200.00	0.00	200.00
LGA1976	BACS	KINGS COR FOOD	Kings Coronation event	224.69	0.00	224.69
LGA1977	102107	JASPER MEADE	Kings Coronation event	350.00	0.00	350.00
LGA1978	102108	LINDEN DAVIES	Donation	181.00	0.00	181.00
LGA1979	102109	SHREWS HOSPITAL	Donation	181.00	0.00	181.00
LGA1980	SO	R HOUGHTON	Toilet cleaning	250.00	0.00	250.00
LGA1981	SO	INSTITUTE	Office rent	108.33	0.00	108.33
LGA1982	DD	BRITISH GAS	Chapel of Rest electric	72.16	0.00	72.16
LGA1983	TRANS	BANK CHARGES	HSBC	23.60	0.00	23.60
LGA1984	SO	CLERKS SALARY	Salaries	568.53	0.00	568.53
LGA1985	SO	YOUTH SALARY	Salaries	186.67	0.00	186.67
LGA1986	102110	R A ROBINSON	Various expenses	236.23	28.95	265.18
LGA1987	BACS	BRIDGEN CONTR	Grass cutting	2050.00	410.00	2460.00
LGA1988	102111	DAVID HAWE AUDIT	Annual internal audit	600.00	0.00	600.00
LGA1989	102112	INSTITUTE (LIBRARY)	Rent	1500.00	0.00	1500.00
LGA1990	102113	S HEAD TRANSLATER	Chronicle translation	139.31	0.00	139.31
LGA1991	102115	ST MARYS CHURCH	Lights electric 12 mths	451.56	0.00	451.56
LGA1992	102116	GLOVERSURE	Website	35.00	7.00	42.00
LGA1993	102117	IMMERSION THR	Carnival event	2100.00	420.00	2520.00

**APPENDIX F** 

## CARTREFFE BRIDGE STREET



Hello hope you're well.

Sorry to complain, I have a Very large tree in the grave yard behind my house...

It stops the day light at 3pm stopping my natural sunlight it also creeks in the wind its close to the electric lines and cables it's grown over the graves and i dread to think where the roots go !! Its depressing for me its growing so quickly ...even if its trimmed half way down it would help it's been left to go wild its not looked after I've even had to cut the weeds down last summer the gardeners only mow the grass it seems ...please can you help Thank you

, Regards Judith hogan

### APPENDIX H

### **Tennis Courts**

✓ From: ("Kate Roberts" <crofty195.kr@gmail.com>)

# Fullscreen

6/14/2023 at 10:29 AM

÷.

Hi,

Just a quick email regarding the tennis courts. Thank you again for the cleaning of the courts. It has improved the surface for playing, well the best they can be. (ideally new surface Tennis Mugga Court would be fantastic, we can hope 😁) I could see that the boundary had been strimmed, would it be possible again to sort the weeds inside the courts and cut the trees on the outside nearest the bowling club and bungalow sides? Shame to let all this go now the courts have had a clean. Also the lines haven't been done they are okay but they would stand out better and easier when playing matches (this needs to be done beginning of the season as requested few months back)

Manv Thanks

