



Agenda

Bedlinog Community Centre
Garth Terrace
Bedlinog
CF46 6TF

Email: clerk@bedlinogtrelewis-cc.gov.wales

Dear Councillor,

A meeting of the Council will be held on **Thursday, 20th April, 2023** at , **6.15 pm** via Microsoft Teams.

I trust it will be convenient for you to attend.

Yours faithfully

Ryan James

Clerk to the Council

Date & Time: Thursday, 20th April, 2023 6.15 pm

Location:

Agenda Items:

1. To Receive Apologies for Absence
2. To Receive Declarations of Personal/Prejudicial Interest
3. To Receive Representations/Questions from the Public in relation to business items on the Agenda
4. To Receive Report from the Police
5. To Approve Minutes of the Meeting held 13 March 2023
6. To Receive Matters Arising from the Minutes

7. To Consider and Approve a Grant Request from Foxes Family School Partnership
8. To Discuss the Purchasing of Defibrillator Pads and Parts for Non-Council Asset Defibrillators
9. To Approve the £63 cost for a baby changing unit at Bedlinog Community Centre
10. To Receive any Community Councillor Cases
11. To Receive the County Councillors Report
12. To Receive Correspondence not specifically referenced on the Agenda (Decisions cannot be taken in relation to matters raised under this Agenda item)
13. To Approve the Bank Reconciliation dated 31 March 2023
14. To Approve the Balance Sheet for Financial Year 2022/23
15. To Approve the Annual Return for the Year Ended 31 March 2023
16. To Note the Date of Next Meeting



MINUTES OF MEETING

BEDLINOG & TRELEWIS **COMMUNITY COUNCIL** **MEETING**

MONDAY, 13TH MARCH, 2023

PRESENT: Councillor R Searl (**In the Chair**)

Councillors J Beard, D Brown, E Dawson, S Jago, V Matthews,
G Preston, I Thomas, and C Frayne

Officers:

Ryan James, Clerk to the Council

In Attendance:

County Cllr Symonds

ITEM NO.	AGENDA MATTER	DECISION
394	To Receive Apologies for Absence	There were none.
395	To Receive Declarations of Personal/Prejudicial Interest	There were none.
396	To Receive Representations/Questions from the Public in relation to business items on the Agenda	There were none.

397	To Receive Report from the Police	The Police were unable to attend the meeting due to their shift pattern but sent an email report which was shared with Councillors.
398	To Approve Minutes of the Meeting held 13 February 2023	RESOLVED that the minutes of the meeting held 13 February 2023 be approved as a true reflection of the meeting.
399	To Receive Matters Arising from the Minutes	Item 285 – the Clerk confirmed that eight emails have been sent to the Officer within the Estates Department chasing a response on the consultation for the MUGA resurfacing at Mackintosh Terrace, Trelewis. Still no final decision has been communicated on whether a licence can be granted to the Community Council to date. The Clerk will keep chasing. Cllr Jago suggested that this be escalated to a Head of Service as a number of emails have been sent enquiring about this item, but no response is being received. Item 375 – the half term events for children in the community were a great success and the feedback has been excellent. Further events are organised for the Easter holidays. Item 385 – Bedlinog parking issues – Cllr Searle attended a meeting with County Cllr Symonds and Bedlinog RFC. The plan of action is to apply to put double yellow lines along the fence of the rugby fields. This is being looked into and hopefully can be put in place by the start of next season, if approved. Item 386 – the Bedlinog Community Hub has been put on hold for the time being due to no attendance. The Trelewis Hub will continue and is getting excellent attendance weekly. It is also an opportunity for residents to speak with Community Councillors. Item 388 – the Transport team at MTCBC advised that there is a number 7 bus service covering Caiach Terrace, Trelewis, but the route has been questioned so they are investigating this further. If an update is received before the next meeting, then the Clerk will share this with Cllrs beforehand.
400	To Consider Planning Application P/23/0052	Planning application P/23/0052 – Detached rear garage with roof terrace and summerhouse above, retaining walls and access, 4 Edwards Terrace High Street, Trelewis, was considered. RESOLVED that there are no objections to this application. The Clerk made the Chair aware that since the publication of the agenda, he has been made aware of a further two applications. As the Community Council only considers planning applications and does not approve them, then these can be discussed at this evening's meeting with the Chair's agreement. The Chair agreed.

		Planning application P/23/0042 – Two storey rear extension, 3 Bedw Road, Bedlinog, was considered. RESOLVED that there are no objections to this application. Cllr Dawson declared a personal prejudicial interest in planning application P/23/0040 as this is one of his neighbours, so did not take part in the discussion in regard to this application. Planning application P/23/0040 – New front bay windows, 60 High Street, Bedlinog, was considered. RESOLVED that there are no objections to this application.
401	To Appoint an Internal Auditor for Financial Year 22-23	Three quotations have been received for the internal audit for FY22-23. Costs are: £640 £900 £400 The quotation of £400 has been accepted. RESOLVED that the internal auditor for financial year 22-23 be appointed and the engagement letter be sent confirming appointment at a cost of £400.
402	To Consider the termination of the Waste and Recycling Contract for Bedlinog Community Centre	RESOLVED that the Clerk make enquiries as to whether we can amend the contract to an ad-hoc/weekly as and when required service.
403	To Receive any Community Councillor Cases	Cllr Preston advised that she has reported Taf Road again as it has still not been cleaned. In September, Cllr Preston wrote to Transport for Wales (TFW) regarding Club Row Bridge and Moriah Street Bridge. TFW have responded to say that they have assessed both bridges and improvement works will be made with the crash barriers, but no timeline has been provided for completion as of yet.
404	To Receive the County Councillors Report	Cllr Ian Thomas advised that at the MTCBC Full Council meeting on 8th March 2023, the Council's budget was set. The Council Tax raise was approved at 4.7%. The Council has also used around £5.5m of reserves. Further efficiency savings are to be considered throughout the year. The Leader stated in his annual report that the recycling target of 64% was overachieved, and the Council achieved 67%. The new 20mph speed limit comes into force on 17th September. Parc Taf Bargoed has retained its Green Flag Award. The new swimming pool and skate park should be open in September. The John Sellwood running track is to have new floodlights installed.

		County Cllr Symonds emailed her February 2023 report. County Cllr Symonds also advised that a long-term empty homes raise was approved with a 100% rise on properties vacant in excess of 12 months, coming into effect on April 1st, 2023. A 100% rise on second homes was also approved but that will not come into effect until April 2024. An application for a new Greenfield School was approved – it will have a new site; plans are to be developed on that. County Cllr Symonds stated that she made comments at the MTCBC Full Council meeting and posted a snippet of her comments to clarify that she has no say on the Community Council Precept. Cllr Symonds said that she will not take any questions from this point and had asked in August 2022 for questions to be submitted in advance of meetings. Cllr Beard asked how far in advance questions should be submitted – County Cllr Symonds advised that one day in advance would be appropriate. Cllr Preston asked County Cllr Symonds if she knew that the Community Council is 50 years old next year. County Cllr Symonds advised that she would welcome taking part in any celebrations. Cllr Preston stated that Community Councillors have always had County Councillors come to meetings so that questions could be asked. County Cllr Symonds stated that she is happy to attend Council meetings as she has done, but it was different previously as Cllr Jago was both a Community Councillor and County Councillor. Cllr Matthews asked why percentages were used to compare the Council Tax rise and Community Council Precept rise, and why monetary figures were not clarified at the MTCBC Council meeting and subsequent social media posts. County Cllr Symonds confirmed that the tables confirming the monetary figures have since been shared. Cllr Matthews stated that it felt misleading to only present percentages. County Cllr Symonds said residents were asking her questions about the percentage rise so wanted to make it clear that she is not a member of the Community Council. Cllr Ian Thomas said the public report that went to Council, did include the monetary figures also. Cllr Beard asked if funding for the Ffos-Y-Fran Smalls Grant Scheme was still available. County Cllr Symonds advised that the money has been allocated to community groups. Cllr Brown said that she had not seen any social media posts so felt uncomfortable commenting on the discussion. Cllr Dawson said that he supported the increase of the Community Council Precept and that it was fully justified. Also, that we should continue to work together going forward. We will use the money in the very best way that we
--	--	---

		can. Cllr Searl apologised to County Cllr Symonds that she was the only County Councillor for the ward present at the meeting to answer these questions. County Cllr Symonds stated that she felt uncomfortable with the questions posed at the meeting and reiterated that questions should be submitted in advance of meetings. Cllr Jago stated that everyone wants to work for the benefit of the community, regardless of political status, and that is the way forward. Cllr Jago suggested everyone be mindful of what is put on social media. The Clerk clarified that Cllrs do not share their personal views from the Community Council social media channel.
405	To Receive Correspondence not specifically referenced on the Agenda (Decisions cannot be taken in relation to matters raised under this Agenda item)	The One Voice Wales newsletter has been shared with Cllrs. The Independent Remuneration Panel for Wales Annual Report has been shared with Cllrs. An update from Bedlinog Miners Welfare Association – the number of active Trustees has reduced; an advert was put out to see if there was any interest, but no expressions of interest have been received. An advert will be placed in the Community Council newsletter also. There is a big project coming up to re-develop the old Bowls Pavilion and bring it back into community use, also developments with the old Miners Welfare building, but some help is needed to manage these projects.
406	To Approve Payments and Receipts from 09 Feb to 07 Mar 2023	RESOLVED that the payments and receipts for 09/02/23 to 07/03/23 be approved.
407	To Approve Bank Reconciliation dated 28 Feb 2023	RESOLVED that the bank reconciliation dated 28 Feb 2023 be approved.
408	To Consider a Motion to exclude the Press and Public from the next item of business due to the confidential nature of the matters to be discussed	RESOLVED that the press and public be excluded from the next item of business due to the confidential nature of the matters to be discussed.
409	Exempt	In order for this item to be considered in private, the press and public were excluded from the meeting on the grounds that it involves the likely disclosure of exempt information as defined under Part 2 of Schedule 12A of Section 100 (A) (4) of the Local Government Act 1972.

410	Date of Next Meeting	The next meeting was due to take place Monday 10 th April, however, this is a bank holiday. Therefore, the next Community Council meeting will be held Monday 17 th April 2023, 6.15pm via Microsoft Teams.
-----	----------------------	---

View results

Respondent

2

Anonymous

04:32

Time to complete

1. Name of your organisation in full (registered name as it appears on your bank account) *

Foxes Family School Partnership

2. First name of person completing this application *

Cerys

3. Last name of person completing this application *

Hopkins

4. Phone number *

07540952269

5. Email address *

Cerysevans001@btinternet.com

6. Registered charity number (where applicable)

N/A

7. Year organisation was established *

2022

8. Please provide an overview of what your organisation does *

We are the PTA for Bedlinog community primary school fundraising for much needed money for the whole school.

9. What area is served by your organisation? *



Bedlinog



Trelewis



Both Bedlinog and Trelewis

10. What is the total membership of your organisation? *

11

11. How many members live in Bedlinog and/or Trelewis? *

11

12. Please give the name and address of the Chairman of your organisation *

Chloe fussell
Bedlinog community primary school

13. Please give the name and address of the Treasurer of your organisation *

Cerys Hopkins
Bedlinog community primary school

14. Please give the name and address of the Secretary of your organisation *

Catherine Hughes
Bedlinog community primary school

15. How much grant are you requesting? *

£500

16. What is the total cost of the project? Please provide details of any other funding you have received for this project. *

£650
No other funding is being received

17. What will you use the grant for? *

We will use the grant to pay for a pantomime for all the children of Bedlinog Community Primary school.

18. How many people from the Bedlinog and Trelewis area do you estimate will benefit from the grant? *

115

19. If any, what fundraising efforts will your organisation be making? *

PTA will continue to fundraise to make up the shortfall of money

20. Please indicate the age range of the beneficiaries of the grant award *

- ☒ Under 5 years
- ☒ 5-16 years
- ☐ 17-25 years
- ☐ 26-65 years
- ☐ 66 years and above

21. Please include a statement in support of your grant request *

Due to tightened budgets, lack of funding and cost of living crisis - money for fun activities for the children is sadly not available.

We have chosen a pantomime as we would not have to pay for transportation and it will be based on school.

This would benefit all the children of the school as a treat for all their hard work.

22. I certify that the above information is correct at the time of applying. I understand that if any of the information is subsequently found to be incorrect this may lead to my organisation being disqualified from consideration and/or the withdrawal of any grant awarded. I agree to my organisation being bound by the eligibility criteria and any conditions set by the Community Council. If successful, the Community Council will expect to be included in any publicity and its contribution noted. A condition is attached to any grant awarded that it must be repaid should it not be used as per the completed application form. A grant report template must be completed and returned to the Community Council within three months of any grant being awarded - failure to do so will mean that the applicant organisation will not be able to apply for a future grant. Acceptance of any funds will be deemed to be an agreement of these conditions.

I understand that my grant application cannot be considered until I have also provided a set of audited accounts for the last year. These must be emailed to clerk@bedlinogtrelewis-cc.gov.wales

Please type your name IN FULL to confirm acceptance of the above conditions. *

Mrs Cerys Hopkins

23. Date of grant application submission *

27/03/2023



County Councillor Michelle Symonds

MONTHLY UPDATE

March 2023

Independent for Bedlinog and Trelewis

Cabinet Portfolio: Public Protection, Crime and Disorder

Welsh Language Champion

COUNCIL & CABINET

- **Independent Group Meeting** (7th 14th & 28th)
- **Cabinet Meeting** (3rd, 9th & 14th & 28th)
- **Portfolio Catch up** (3rd & 8th)
- **Cabinet and Full Council** (8th)
- **Scrutiny, Regeneration and Public Protection** (6th)

OTHER REPRESENTATIONS

- **Industrial Communities Alliance** (17th)

TRAINING / WORKSHOPS

- **WLGA Leadership Programme** (4th & 5th)
- **Corporate Improvement Plan** (20th & 24th)

REPORTS / REFERRALS / REQUESTS

- **Footpath cleanse** – Trelewis
- **Foodbank referrals** – x 1
- **Advice/Cases** – x 4
- **Stagecoach** – Trelewis and Bedlinog

UPCOMING COMMUNITY ENGAGEMENT

- **Spring Clean** – Local Spring Clean events will be communicated shortly, all welcome to join us.
- **Neighbourhood Watch** – A date for a public meeting is due to be arranged, details will follow.
- **Easter** – Bedlinog and Trelewis Community Action have asked Cllr Colbran and I to judge their Easter competition. Please check their Facebook page for details.

↓ WAYS TO CONTACT ME ↓



Michelle.Symonds@merthyr.gov.uk



07398 757 461



Facebook: Councillor Michelle Symonds – Independent for Bedlinog and Trelewis



Twitter: @CllrMSymonds



Instagram: cllr.msymonds_bedlinogtrelewis

County Councillor Michelle Symonds

MONTHLY UPDATE

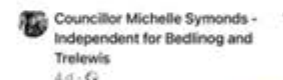
March 2023

Independent for Bedlinog and Trelewis

Cabinet Portfolio: Public Protection, Crime and Disorder
Welsh Language Champion

COMMUNITY

- **Bedlinog and Trelewis Community Council** (13th & 28th) For the Community Council meetings my reports will be for Information only. I will be meeting the Chair and Clerk separately each month.
- **Bedlinog RFC** On March 6th the meeting I had organised with relevant parties to discuss the parking issues went ahead, a way forward has been identified and updates will be shared in the coming weeks.
- **Ffos y Fran** Cllr Colbran and I visited Bedlinog and Trelewis Playgroups (photos attached) to present their cheques. Bedlinog RFC have also received monies and this will be used to purchase much needed training equipment.
- **Neighbourhood Watch** The committee met to discuss community engagement events. I have been attending meetings with a group of volunteers that are being supported by NHW to enable this to happen. Further details to follow.
- **Taff Bargoed Development Trust** On March 12th I joined Howard, John and Rebekah to litter pick the road at Stormtown that goes across to the cemetery. Each Sunday 10am the group will be meeting to continue this work.
- **Trelewis AFC** March 26th I attended with the club to support the Merthyr Half Marathon runners at the half way point. Cllr Colbran and I have donated Easter Eggs to support Trelewis AFC's collection for Merthyr Homeless Outreach. Cllr Colbran and I have sponsored an award for Trelewis AFC's upcoming Presentation night.



A great morning marshalling with Trelewis Welfare AFC 🙌 thank you for the lovely company and warm welcome. Fantastic effort from everyone taking part in The Merthyr Half Marathon well done everyone 🥳



Fantastic morning representing the club helping Marshall and give out water and support to the Merthyr Half... See more



Just had another delivery of a big bundle of Easter eggs and treats for our collection, off the fantastic Councillor Michelle Symonds - Independent for Bedlinog and Trelewis, Michelle is another special person who will always help the team and others in the area at every opportunity, whether it's fundraisers or voluntary events you can always count on Michelle, great local Councillor credit to Trelewis and Bedlinog, thank you very much from everyone at Trelewis Welfare AFC 🙌🙌🙌



Council name	Bedlinog and Trelewis Community Council
Bank account	Bedlinog Community Council

Balance per bank statement at 31/03/2023	8,315.50
--	----------

TOTAL NET BANK BALANCES AT 31/03/2023	8,315.50
--	-----------------

Opening_balance	10,577.21
-----------------	-----------

Total receipts	63,225.13
----------------	-----------

Total payments	-65,486.84
----------------	------------

Total transfers	
-----------------	--

Closing balance per cash book (must equal net bank balances above)	8,315.50
---	-----------------

Bedlinog and Trelewis Community Council

Detailed accounts for 2022-2023

Receipts

Last year		This year
	Precept	
23,250	Precept	27,870
23,250	TOTAL Precept	27,870
	Other Receipts	
-	Bank interest	-
14,333	VAT Repayments	6,243
2,306	Miscellaneous Receipts	370
-	PLAY GRANT 2023	3,000
-	WARM HUBS	1,200
-	Ffos-Y-Fran Funding	4,500
14,970	BEDLINOG MINERS WELFARE ASSOCIATION	-
1,502	Local Places for Nature Grant	-
12,359	Allotment Improvement Grant	15,600
3,287	Winter of Wellbeing Fund	850
18,347	Grants - Income	1,960
433	Community Centre Rental Income	438
-	NEURODIVERGENCE GRANT	1,195
67,537	TOTAL Other Receipts	35,355
90,787	TOTAL Receipts	63,225

Payments

Last year		This year
	Other Payment	
543	Post, Admin, Travel	616
10,841	Miscellaneous Payments	1,855
1,751	Insurance	1,820
1,212	Membership fees	670
2,880	DIGITAL INTERPRETATION BOARD	1,038
2,826	Winter of Wellbeing Fund	900
284	Clerk Emergency Payments	1,056
30	Welsh Translation Budget	-
500	S137	1,000
15,042	BEDLINOG MINERS WELFARE ASSOCIATION	-
-	WARM HUBS	913
-	PLAY GRANT 2023	1,843
12,179	ALLOTMENT IMPROVEMENT GRANT	14,470
7,488	Christmas Lights	6,216
130	Councillor Expenses	-
950	Audit	350
5,811	Bills	9,544
327	Allotments	368

3,585	Grants	2,000
41,649	Local Places for Nature	5,483
2,500	National Lottery Community Fund	-
337	Training	159
200	Hardship Fund	-
-	NEURODIVERGENCE GRANT	234
<u>111,066</u>	TOTAL Other Payment	<u>50,535</u>
	Staff Costs	
11,447	Salaries	10,402
2,154	HMRC Tax	2,092
2,562	Pension	2,457
<u>16,164</u>	TOTAL Staff Costs	<u>14,952</u>
127,230	TOTAL Payments	65,487

Movement in balances

-36,442	Excess of receipts over payments	-2,262
<u>47,020</u>	Opening balance	<u>10,577</u>
<u>10,577</u>	Closing balance	<u>8,315</u>
	Bank accounts	
<u>10,577</u>	Bedlinog Community Council	<u>8,316</u>
<u>10,577</u>	TOTAL bank balances	<u>8,315</u>

Community and Town Councils in Wales

Annual Return for the Year Ended 31 March 2022

Accounting statements 2021-22 for:

Name of body: **Bedlinog and Trelewis Community Council**

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	

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.

Statement of income and expenditure/receipts and payments

1. Balances brought forward	6533	47020	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	23250	23250	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	104871	67537	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	13153	16164	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	74481	111066	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	47020	10577	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

Statement of balances

8. (+) Debtors	NIL	NIL	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	47020	10577	All accounts: 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	NIL	NIL	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	47020	10577	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	200000	220000	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	NIL	Nil	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

14. Trust funds disclosure note	Yes	No	N/A	Yes	No	N/A	The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
	☐	☐	☐	☐	☐	☒	

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 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: - effective financial management during the year; and - the preparation and approval of the accounting statements.	☒	☐	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	☒	☐	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	☒	☐	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	☒	☐	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	☒	☐	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	☒	☐	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	☒	☐	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	☒	☐	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
9. Trust funds – in our capacity as trustee, we have: discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	☐	☐	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

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 2021-22 was £8.41 per elector.

In 2021-22, the Council made payments totalling £500 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

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.

Certification by the RFO

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 receipts and payments, as the case may be, for the year ended 31 March 2022.

RFO signature: 

Name: Ryan James

Date: 13/06/2022

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:

Minute ref: 13-06-2022

Chair of meeting signature: 

Name: ~~Richard Searl~~ Jeff BEARD

Date: 13/06/2022

Auditor General for Wales' Audit Certificate and report

I report in respect of my audit of the accounts under section 13 of the Act, whether any matters that come to my attention give cause for concern that relevant legislation and regulatory requirements have not been met. My audit has been conducted in accordance with guidance issued by the Auditor General for Wales.

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2021 of:

Bedlinog and Trelewis Community Council

Auditor General's report

Audit opinion – Unqualified

On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislation and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Other matters arising and recommendations

There are no further matters that I wish to draw to the Council's attention



Deryck Evans, Audit Manager, Audit Wales
For and on behalf of the Auditor General for Wales

Date: 04/04/2023

* Delete as appropriate.

Annual internal audit report to:

Name of body: **Bedlinog and Trelewis Community 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 2022.

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 of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered*	
1. Appropriate books of account have been properly kept throughout the year.	☒	☐	☐	☐	Inspection of cash book, cheque books, bank statements, invoices and receipts.
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	☒	☐	☐	☐	As above, plus monthly statements of expenditure, VAT returns to HMRC.
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	☒	☐	☐	☐	Risk Management Policy. Public and Employee Liability Insurance.
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.	☒	☐	☐	☐	Precept figure agreed following estimates. Monthly statements checked and progress against budget monitored. Reserves appropriate.
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	☒	☐	☐	☐	Precept as requested; VAT refunds received. Organisation in receipt of grants.
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	☐	☐	☒	☐	No petty cash is held.
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	☒	☐	☐	☐	Employees paid as appropriate. Tax paid to HMRC.
8. Asset and investment registers were complete, accurate, and properly maintained.	☒	☐	☐	☐	Asset register complete and updated on an annual basis or sooner if there is a business requirement to do so.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	☒	☐	☐	☐	Monthly reports presented to Council.
10. 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.	☒	☐	☐	☐	No debtors/creditors. Accounting statements prepared during the year were prepared on the correct accounting basis.
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.	☐	☐	☒	☐	No trust funds.

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

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12. Insert risk area	☐	☐	☒	☐	Insert text
13. Insert risk area	☐	☐	☒	☐	Insert text
14. Insert risk area	☐	☐	☒	☐	Insert text

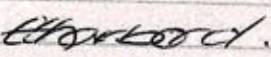
* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** 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.

My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated 11/05/2022.

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 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: Helen Harbord
Signature of person who carried out the internal audit: 
Date: 13/06/2022