



Governance Activity for 2023-24 Audit – Llanwrtyd Wells Town Council

Date	Meeting	Item	Minutes Authorised	Accounts Authorised	Accts Recon	Checked I/Audit
15/05/2024	AGM Town Council Meeting-	New Mayor Appointed, Cllr Martin Pigott Deputy Cllr Jim Davies. Appt to Committees. Review of; Insurance, Asset Register, Policies. Internal Auditor: Sue Lilly had agreed to complete this year's accounts.	Y			Y
15/05/2024	Monthly Town Council Meeting	Financial Accounts made available. IRPW Payments discussed. Payment date to the end of financial year. Forms were provided for payment/non payment but could be in other forms of notification such as email or letter. Training Bursary available from OVV. Grass cutting tenders received panel to set up to interview. Planning for training	Y	Y	Y	Y
19/06/2024	Monthly Town Council Meeting	Minutes of May meeting agreed. Financial Accounts for May agreed. Acceptance of All finances for Full Audit of accounts year ending 2023/24. Clerk to take to Audit Wales in Cardiff. Renewal of Electric Account deferred to next meeting. Dormancy claim on No2 Barclays Account. Swansea building account can be re-activated with deposit. Training with Planning aid Wales discussed and actioned. Anti-social behaviour in Town discussed. In hands of police.	Y	Y	Y	Y
18/07/2024	Monthly Town Council Meeting - Hybrid	June Minutes agreed. June accounts agreed. Swansea Building Society account now active following clerks visit to Carmarthen to deposit £1. Claim on Barclays no 2-account	Y	Y	Y	Y

18/09/2024	Monthly Town Council Meeting - Hybrid	going through. Draft Finance Policy sent to all Cllrs for next meeting. Cllr vacancy to be advertised again.	Y	Y	Y	Y	Y
09.10.2024	EGM – Future of the Institute	July Minutes agreed. Accounts for July and August agreed. Confirmed that all toilet revenue will go through Barclays No2 account to keep the account active. New Valuation for Mayors Chain. Asset Register to be updates and Insurance Company informed. No response to Cllr Vacancy. Clerk to contact Monitoring Officer to see if any comments had been made in order to go out to Co-Option. If No, Clerk to advertise for Co-Option with interviews for next month before monthly meeting. Christmas Decorations – Clerk to complete forms to apply for licence, Powys and TRA.	Y				
16/10/2024	Monthly Town Council Meeting - Hybrid	Called by Chair, Martin Pigott due to concern over it's future because of membership of Institute Committee and Charity Accounts. Cllr Van-Rees was unable to attend. No applicants to interview, no responses. Minutes of September meeting agreed. Interest rates for building society were greatly the same, would depend on term. Response from insurers about where and how chain was to be kept noted. September Accounts agreed. Victoria Hall – notification received from neighbours ref the pathway.	Y	Y	Y	Y	Y
20/11/24	Monthly Town Council Meeting - Hybrid	Minutes of October Meeting agreed. October accounts agreed. £10,000 to be transferred from Barclay Account No 1 to Swansea Building Society. Finance Policy to be brought back to the January meeting ½ hour before main meeting. Climate and Nature meeting 7 th December. Grass cutting contract to be extended by one year for current contractor. ROSPA Report distributed to all Cllr. Action on removal of Gazebo. 6 month review of Library.	Y	Y	Y	Y	Y

18/12/2024	Monthly Town Council Meeting - Hybrid	<p>Minutes of November meeting agreed.</p> <p>November Accounts agreed.</p> <p>Survey of Victoria Hall postponed. Part of the application for first registration of the Hall.</p> <p>Declaration of Interest forms given to Cllrs. Section 126 and 106 of Housing Act – response from Powys with regard to Tir Gorsaf and underbuild of dwellings.</p> <p>Cllr Vacancy is to be advertised with open end date until someone applies. To be reviewed June 2025.</p> <p>Smart meter for Electricity to be installed in Public toilets.</p>	Y	Y	Y	Y	Y
15/01/2025	Monthly Town Council Meeting - Hybrid	<p>Minutes of December meeting agreed.</p> <p>December Accounts agreed</p> <p>Draft Budget for 2025/26 discussed and agreed. Slight increase but not to the required amount. Agreed to cover the short fall of £5k from reserves this year. Precept Request Form to be sent off to Powys. Meeting arranged to surrounding Community Councils to discuss 'Sustainable Powys' and how it will affect communities. Local Bus Survey, encourage all to complete as we need proper transport links. Flooding in Town ongoing issues.</p>	Y	Y	Y	Y	Y
19/02/2025	Monthly Town Council Meeting - Hybrid	<p>Minutes of January meeting agreed. January Accounts signed off. Council Chain of Office to be donated to the Heritage Centre if Town Council is merged with other Community Councils to prevent it being sold off by Powys County Council. Sustainable Powys meeting for Town and Community Councils with Gwilym Davies. More to take place. Finance Policy not brought to Council as new one has been issued.</p>	Y	Y	Y	Y	Y
19.03.2025	EMG – Registration of Victoria Hall	Called to discuss communication from The Land Registry.					
19/03/2025	Hybrid Council Meeting	Minutes of February Accounts agreed. Accounts for February agreed. Traffic Lights in centre of town due to	Y	Y	Y	Y	Y

16/04/2024	Monthly Town Council Meeting - Hybrid	<p>repair/replacement of broken pipes. Part of cause of flooding. Play Park Project meeting with Community Payback Scheme. Draft Finance Policy discussed and agreed and adopted. Insurance response to Playpark query on our liabilities for Skate Park. Decision taken to remove Skate Park at a date to be decided.</p> <p>IRPW Forms given out to all Councillors.</p> <p>Consultation on Fire Brigade in Llanwrtyd. Open meeting on Flooding in Llanwrtyd. Doctors Surgery-concerns over Drs leaving and recruitment.</p> <p>Minutes of March meeting agreed. Accounts for March agreed. This year will be normal audit for the accounts. Clerk to prepare the accounts for Internal Auditor Sue Lilly. Clerk to contact Welsh Water to install a meter for the Public toilets. Draft Vexatious Policy presented, accepted and adopted.</p>	Y	Y	Y