



LLANHARAN COMMUNITY COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the **Audit Committee** meeting held by video link at 7pm on 7th October 2025 in accordance with the:
Local Government and Elections (Wales) Act 2021

Present: Councillors; Rhys Jenkins (Chair), David Evans, Nick Richards, Chris Parker.

Deputy Clerk/RFO: Lisa Phillips

Apologies: None

Absent: Cllr. Janine Turner

A2025/048a Welcome and apologies for absence.
The Chair welcomed members.

A2025/048b Disclosures of personal and/or prejudicial interests.
None.

A2025/049 Minutes of the Audit committee meeting held on 10th July 2025.

RESOLVED

To defer the minutes to a future Audit committee meeting.

A2025/049a Public speaking.
None.



A2025/050 Bank reconciliations and list of payments for Quarter 2 2025/26.

RECOMMENDED

To approve bank reconciliations and list of payments for Quarter 2 2025/26 as listed in 'Appendix 2' presented to the meeting

A025/051 Account transfers for Quarter 1 & 2 FY 2025/26.

RECOMMENDED

To approve transfers between accounts for Quarter 1 & Quarter 2 financial year 2025/26 as listed in 'Appendix 3' presented to the meeting.

A2025/052 To consider adding the Assistant Clerk as an additional cardholder to the Barclaycard account.

RECOMMENDED

To add the Assistant Clerk Rebecca Jenkins as an additional cardholder to the Barclaycard account as listed in 'Appendix 4'.

Cllr. Chris Parker joined the meeting.

A2025/053 To consider renewing/obtaining a new contract for the electricity supply.

RECOMMENDED

To approve a new contract for office electricity supply. Council delegates the decision to the proper officer in consultation with the Chair of the Council to select the cheapest quote for a 24 month contract from a suitable provider. – This was to account for the fact that the quote may have changed from the point of preparing the paper/prices and contacting the utility brokers as listed in 'Appendix 5' presented to the meeting.



A2025/054 Urgent information or items suggested for a future agenda.

None

There being no further business the meeting closed at 7.20pm

The next scheduled meeting of the Audit Committee will be held on 9th January 2026.

Cllr. Rhys Jenkins

Chair of the Audit Committee



LLANHARAN COMMUNITY COUNCIL

2nd October 2025

To Members of Audit Committee,

The next meeting of the Audit Committee will be held on Tuesday 7th October 2025 at 7pm.

The meeting will be held on a remote basis in accordance with:

The Local Government and Elections (Wales) Act 2021

The agenda will be as follows:

1. To welcome all attendees and receive any apologies for absence.
2. To receive any disclosures of personal and/or prejudicial interests from members in accordance with the Code of Conduct.
3. To approve as a true and accurate record the minutes of the Audit committee meeting held on 10th July 2025.

Appendix 1

4. An opportunity for members of the public to speak for up to 3 - minutes on any item on the agenda – 24-hour notice required.
5. To approve bank reconciliations and list of payments for Quarter 2 financial year 2025-26.

Appendix 2

6. To approve bank transfers for Quarter 1 & Quarter 2 financial year 2025-26.

Appendix 3

7. To consider adding the Assistant Clerk Rebecca Jenkins as an additional cardholder to the Barclaycard account.

Appendix 4

8. To consider renewing/obtaining a new contract for the electricity supply.

Appendix 5

8. To consider any information which the Chair considers should be made available as a matter of urgency or to suggest items to the Clerk for inclusion on a future agenda.

Members of the public and the press may attend and can obtain any documents referenced on the agenda prior to the meeting.

To request documents and or joining instructions contact office@Llanharan-cc.gov.wales or 01443 231430 between 9.30am and 1.30pm

Lisa Phillips
RFO/Deputy Clerk



LLANHARAN COMMUNITY COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the **Audit Committee** meeting held by video link at 7pm on 10th July 2025 in accordance with the:

Local Government and Elections (Wales) Act 2021

Present: Cllrs; Rhys Jenkins (Chair), Janine Turner, Chris Parker.

Clerk to the Council: Leigh Smith

Apologies: None.

Absent: Cllrs; David Evans, Nick Richards.

A2025/041 Welcome and apologies for absence

The Chair welcomed members.

A2025/042 Disclosures of personal and/or prejudicial interests

None.

A2025/043 Minutes of the Audit committee meeting held on 12th June 2025

RESOLVED

The minutes of the Audit committee meeting held on 12th June 2025 were approved as a true and accurate record.

A2025/044 Public speaking

None

A2025/045 Results of the draft Internal audit for year ending March 31st 2025

Noted.

The Clerk and members present wished to minute their thanks to the RFO, Lisa Phillips for her efforts and hard work regarding the internal audit.



A2025/046 General grant applications submitted in line with the Council's general grant policy (Round 1, 2025)

a) RECOMMENDED

To grant Llanharan Horticultural Society the sum of £750 and to allow the loan of the council van and driver to contribute to prize money for the 2025 Horticultural show, using LGA 1972 S.137 (Power of last resort).

b) RECOMMENDED

To grant 1st Llanharan Rainbows the sum of £300 for badges and certificates, plants for the war memorial and the church hall, to contribute to membership fees and to help fund an RNLI visit. Using LGA 1972 S.137 (Power of last resort).

c) RECOMMENDED

To grant 1st Brynna Rainbows and Brownies the sum of £300 to be shared between the two units for consumables, PE equipment and general running costs. Using LGA 1972 S.137 (Power of last resort).

d) RECOMMENDED

To grant 1st Llanharan Scouts the sum of £2,000 for the replacement of camping equipment to facilitate camping trips for beavers, cubs and scouts. Using LGA 1972 S.137 (Power of last resort).

e) RECOMMENDED

To defer to a future meeting, consideration of the grant application from Forces Fitness for the sum of £499 to facilitate a free children's health and wellbeing community day in Llanharan utilising military veteran role models. The Clerk to request further information with regards to potential dates and venues.

f) RECOMMENDED

To grant Ffrindiau Llanhari the sum of £851.97 for sporting equipment. Football goals, basketball backboards, footballs and a tennis badminton set. Officer's note: Power: LGA 1972 S.137 (Power of last resort).



A2025/047 Bank reconciliations and list of payments for Quarter 1 financial year 2025-26.

RECOMMENDED

To approve bank reconciliations and list of payments for Quarter 1 financial year 2025-26 as presented in the schedule "Appendix 4" presented to the meeting.

A2025/048 Urgent information or items suggested for a future agenda

None.

There being no further business the meeting closed at 8pm

The next scheduled meeting of the Audit Committee will be held on 2nd October 2025

Cllr. Rhys Jenkins

Chair of the Audit Committee

**Bank Reconciliation Statement as at 31/07/2025
for Cashbook 1 - Current and Premium Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/07/2025		560.00
Businesss Premium A/c	31/07/2025		51,209.49
HSBC	31/07/2025		0.00
			51,769.49
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			51,769.49
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			51,769.49
		Balance per Cash Book is :-	51,769.49
		Difference is :-	0.00

Leigh Smith:

NameSignedDate

Lisa Phillips:

NameSignedDate

Bank Reconciliation up to 31/07/2025 for Cashbook No 1 - Current and Premium Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
01/07/2025	BACS	89.43		89.43		R 	Welsh Water
02/07/2025	CILPITCH2	21,372.23		21,372.23		R 	Brynna Community Centre
04/07/2025	Q2 25	875.00		875.00		R 	JB Director's Trust
04/07/2025	226548	3.53		3.53		R 	Clarity Copiers
04/07/2025	9745	42.00		42.00		R 	One Voice Wales
04/07/2025	03086595	134.20		134.20		R 	SSE Electric
07/07/2025	DIRECT	11.64		11.64		R 	Barclays Bank
08/07/2025	DDR	10.46		10.46		R 	Tesco Mobile phones x 3
09/07/2025	4928	65.00		65.00		R 	Extrascope
09/07/2025	001	200.00		200.00		R 	Jackie Cleans
09/07/2025	BACS	91.25		91.25		R 	RJ
09/07/2025	DEPRET		-30.00	-30.00		R 	Receipt(s) Banked
14/07/2025	0172		135.00	135.00		R 	Receipt(s) Banked
15/07/2025	DDR	500.58		500.58		R 	ARVAL
15/07/2025	BACS	156.00		156.00		R 	GH
15/07/2025	BACS	52.00		52.00		R 	GH
15/07/2025	4/2025	120.00		120.00		R 	Llanharan OAP Association
15/07/2025	53276220	852.00		852.00		R 	RCT
16/07/2025	0168		90.00	90.00		R 	Receipt(s) Banked
17/07/2025	BACS	70.79		70.79		R 	Total Energies
17/07/2025	BACS	51.40		51.40		R 	Talk Talk
17/07/2025	Allotbond		26.00	26.00		R 	Receipt(s) Banked
17/07/2025	CANCEL		-30.00	-30.00		R 	Receipt(s) Banked
17/07/2025	Cancelref		-45.00	-45.00		R 	Receipt(s) Banked
18/07/2025	BACS	851.97		851.97		R 	Ffrindiau Llanharan
18/07/2025	BACS	300.00		300.00		R 	1st Llanharan Guides
18/07/2025	BACS	750.00		750.00		R 	Llanharan Horticultural Societ
18/07/2025	BACS	300.00		300.00		R 	1st Brynna Rainbows
18/07/2025	BACS	5,330.70		5,330.70		R 	HMRC NI & Tax
18/07/2025	BACS	2,000.00		2,000.00		R 	1st Llanharan Scouts
18/07/2025	100451	448.87		448.87		R 	Claire Lingard
21/07/2025	11628	1,980.00		1,980.00		R 	Anstee L & TFC Ltd
21/07/2025	DEPRET		-30.00	-30.00		R 	Receipt(s) Banked
22/07/2025	BCC OH CB		60.00	60.00		R 	Receipt(s) Banked
23/07/2025	DDR	140.13		140.13		R 	BNP Paribas Printer
23/07/2025	CIVICALL25	120.00		120.00		R 	AM
23/07/2025	CIVICCON25	40.00		40.00		R 	Amazon
23/07/2025	BACS	486.22		486.22		R 	Country Timbers
23/07/2025	LMT July		67.50	67.50		R 	Receipt(s) Banked
23/07/2025	Precept 2		50,000.00	50,000.00		R 	Receipt(s) Banked
23/07/2025	270925		30.00	30.00		R 	Receipt(s) Banked
24/07/2025	BCCdep		30.00	30.00		R 	Receipt(s) Banked
25/07/2025	2025135	10,599.00		10,599.00		R 	Boverton Nurseries Ltd
25/07/2025	Pantry		202.30	202.30		R 	Receipt(s) Banked
25/07/2025	163		600.00	600.00		R 	Receipt(s) Banked
25/07/2025	0167		120.00	120.00		R 	Receipt(s) Banked
25/07/2025	BR 49		12.50	12.50		R 	Receipt(s) Banked
28/07/2025	BcardJul25	1,433.48		1,433.48		R 	Barclaycard

Bank Reconciliation up to 31/07/2025 for Cashbook No 1 - Current and Premium Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
28/07/2025	BACS	2,260.15		2,260.15		R ☐	RCT Pension Payment
28/07/2025	BACS	7,491.50		7,491.50		R ☐	STAFF SALARIES
30/07/2025	002	160.00		160.00		R ☐	Jackie Cleans
30/07/2025	5069	65.00		65.00		R ☐	FareShare Cymru
30/07/2025	422	192.00		192.00		R ☐	Brynna Cleaning
30/07/2025	BACS	871.80		871.80		R ☐	Brynna Community Centre
30/07/2025	9749C	220.00		220.00		R ☐	One Voice Wales
30/07/2025	3968	126.00		126.00		R ☐	Morgan Environmental
30/07/2025	177		60.00	60.00		R ☐	Receipt(s) Banked
		<u>60,864.33</u>	<u>51,298.30</u>				

Leigh Smith:

NameSignedDate

Lisa Phillips:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/08/2025		575.00
Businesss Premium A/c	31/08/2025		40,536.83
HSBC	31/08/2025		0.00
			<u>41,111.83</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			41,111.83
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			41,111.83
		Balance per Cash Book is :-	41,111.83
		Difference is :-	0.00

Leigh Smith:

NameSignedDate

Lisa Phillips:

NameSignedDate

Bank Reconciliation up to 31/08/2025 for Cashbook No 1 - Current and Premium Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
01/08/2025	DDR	123.07		123.07		R 	SSE Electric
04/08/2025	BACS	9.57		9.57		R 	Barclays Bank
04/08/2025	32102384	1,638.02		1,638.02		R 	RCT
04/08/2025	BCC OH 180		60.00	60.00		R 	Receipt(s) Banked
06/08/2025	VAT Q1		3,465.48	3,465.48		R 	Receipt(s) Banked
06/08/2025	BCC RH 175		135.00	135.00		R 	Receipt(s) Banked
07/08/2025	228193	3.32		3.32		R 	Clarity Copiers
07/08/2025	6074877	14.39		14.39		R 	Viking Group
08/08/2025	DDR	10.46		10.46		R 	Tesco Mobile phones x 3
08/08/2025	BCC RH 171		90.00	90.00		R 	Receipt(s) Banked
08/08/2025	BCC RH 170		420.00	420.00		R 	Receipt(s) Banked
08/08/2025	BCC RH174a		180.00	180.00		R 	Receipt(s) Banked
13/08/2025	9825	42.00		42.00		R 	One Voice Wales
13/08/2025	9838	42.00		42.00		R 	One Voice Wales
13/08/2025	27506276	46.00		46.00		R 	Talk Talk
13/08/2025	BACS	180.00		180.00		R 	RCT
14/08/2025	BCC RH174b		240.00	240.00		R 	Receipt(s) Banked
15/08/2025	53276220	852.00		852.00		R 	RCT
15/08/2025	DDR	500.58		500.58		R 	ARVAL
18/08/2025	9874	42.00		42.00		R 	One Voice Wales
18/08/2025	BACS	71.02		71.02		R 	Total Energies
18/08/2025	Depreturn		-30.00	-30.00		R 	Receipt(s) Banked
22/08/2025	BACS	42.00		42.00		R 	One Voice Wales
22/08/2025	OH 187		75.00	75.00		R 	Receipt(s) Banked
22/08/2025	OH 187		-75.00	-75.00		R 	Receipt(s) Banked
22/08/2025	BCC OH 188		75.00	75.00		R 	Receipt(s) Banked
22/08/2025	BCC OH 187		75.00	75.00		R 	Receipt(s) Banked
26/08/2025	BCC RH LMT		90.00	90.00		R 	Receipt(s) Banked
26/08/2025	BCC OH		67.50	67.50		R 	Receipt(s) Banked
26/08/2025	BCC OH		60.00	60.00		R 	Receipt(s) Banked
27/08/2025	BcardAug25	1,055.34		1,055.34		R 	Barclaycard
27/08/2025	BCC OH 179		60.00	60.00		R 	Receipt(s) Banked
28/08/2025	BACS	8,449.21		8,449.21		R 	STAFF SALARIES
28/08/2025	BACS	2,599.66		2,599.66		R 	RCT Pension Payment
28/08/2025	BCC OH 192		75.00	75.00		R 	Receipt(s) Banked
		<u>15,720.64</u>	<u>5,062.98</u>				

Leigh Smith:

NameSignedDate

Lisa Phillips:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current A/c	30/09/2025		500.00
Businesss Premium A/c	30/09/2025		79,548.52
HSBC	30/09/2025		0.00
			<u>80,048.52</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			80,048.52
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			80,048.52
		Balance per Cash Book is :-	80,048.52
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
04/09/2025 BACS Jax First Aid		0.00	
			<u>0.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

Leigh Smith:

Name Signed Date

Lisa Phillips:

Name Signed Date

Bank Reconciliation up to 30/09/2025 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
01/09/2025	DDR	93.71		93.71		R 	SSE Electric
03/09/2025	BACS	-451.00		-451.00		R 	Maesteg Town Council
04/09/2025	9927	42.00		42.00		R 	One Voice Wales
04/09/2025	003	160.00		160.00		R 	Jackie Cleans
04/09/2025	BACS						Jax First Aid
04/09/2025	BACS	28.31		28.31		R 	Jax First Aid
04/09/2025	Dep Ret		-30.00	-30.00		R 	Receipt(s) Banked
04/09/2025	Dep ret		-30.00	-30.00		R 	Receipt(s) Banked
04/09/2025	BCC OH KL		60.00	60.00		R 	Receipt(s) Banked
05/09/2025	5202	65.00		65.00		R 	FareShare Cymru
05/09/2025	DDR	9.71		9.71		R 	Barclays Bank
05/09/2025	Pantry		152.50	152.50		R 	Receipt(s) Banked
08/09/2025	DDR	10.46		10.46		R 	Tesco Mobile phones x 3
08/09/2025	2jun/7sep		142.86	142.86		R 	Receipt(s) Banked
08/09/2025	BCC OH FW		45.00	45.00		R 	Receipt(s) Banked
09/09/2025	DDR	414.00		414.00		R 	ARVAL
10/09/2025	BACS	399.40		399.40		R 	British Telecomm
10/09/2025	Dep ret		-30.00	-30.00		R 	Receipt(s) Banked
12/09/2025	268687	531.60		531.60		R 	Alexander Ward
12/09/2025	Dep ret		-30.00	-30.00		R 	Receipt(s) Banked
15/09/2025	BACS	852.00		852.00		R 	RCT
15/09/2025	DDR	500.58		500.58		R 	ARVAL
15/09/2025	BCC OH JJ		75.00	75.00		R 	Receipt(s) Banked
17/09/2025	BCC RH 181		120.00	120.00		R 	Receipt(s) Banked
18/09/2025	Allot		33.50	33.50		R 	Receipt(s) Banked
19/09/2025	BACS	72.05		72.05		R 	Total Energies
19/09/2025	DDR	46.00		46.00		R 	Talk Talk
19/09/2025	DEPRET14/9		-30.00	-30.00		R 	Receipt(s) Banked
22/09/2025	GRANTSEP2	2,000.00		2,000.00		R 	Llanharan & Bryncae Brass
22/09/2025	BCC RH		90.00	90.00		R 	Receipt(s) Banked
23/09/2025	DDR	151.98		151.98		R 	EDF
23/09/2025	24864579	158.56		158.56		R 	EDF
23/09/2025	24864781	117.55		117.55		R 	EDF
23/09/2025	24864908	138.30		138.30		R 	EDF
23/09/2025	24865058	146.75		146.75		R 	EDF
23/09/2025	423	192.00		192.00		R 	Brynna Cleaning
25/09/2025	RCTPantry		1,000.00	1,000.00		R 	Receipt(s) Banked
26/09/2025	BACS	7,696.77		7,696.77		R 	STAFF SALARIES
26/09/2025	BACS	2,332.49		2,332.49		R 	RCT Pension Payment
26/09/2025	BACS	1,581.00		1,581.00		R 	Play Safety
26/09/2025	BACS	2.54		2.54		R 	Clarity Copiers
26/09/2025	NtLotGrant		6,000.00	6,000.00		R 	Receipt(s) Banked
26/09/2025	Pantry		137.45	137.45		R 	Receipt(s) Banked
29/09/2025	BACS	230.00		230.00		R 	Les Kirk Clocks
29/09/2025	BACS	230.00		230.00		R 	Les Kirk Clocks
29/09/2025	Sept 25	1,172.61		1,172.61		R 	Barclaycard
29/09/2025	P23a		3.75	3.75		R 	Receipt(s) Banked
29/09/2025	BR26&27		41.00	41.00		R 	Receipt(s) Banked

Date: 02/10/2025

Llanharan Community Council FY25-26

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Time: 17:38

User: OFFICE

Bank Reconciliation up to 30/09/2025 for Cashbook No 1 - Current and Premium Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
29/09/2025	207		45.00	45.00		R ☐	Receipt(s) Banked
29/09/2025	210		30.00	30.00		R ☐	Receipt(s) Banked
29/09/2025	205		95.00	95.00		R ☐	Receipt(s) Banked
29/09/2025	Precept 3		50,000.00	50,000.00		R ☐	Receipt(s) Banked
29/09/2025	Dep ret		-30.00	-30.00		R ☐	Receipt(s) Banked
29/09/2025	Dep ret		-30.00	-30.00		R ☐	Receipt(s) Banked
		<u>18,924.37</u>	<u>57,861.06</u>				

Leigh Smith:

NameSignedDate

Lisa Phillips:

NameSignedDate

Bank Reconciliation Statement as at 31/07/2025
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/07/2025		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/07/2025 for Cashbook No 3 - Barclaycard

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
28/07/2025	CREDITCARD	13.50		13.50		R ☐	Llanharan Service Station
28/07/2025	CREDITCARD	79.08		79.08		R ☐	ALDI
28/07/2025	CREDITCARD	32.02		32.02		R ☐	Llanharan Service Station
28/07/2025	CREDITCARD	13.19		13.19		R ☐	Llanharan Service Station
28/07/2025	CREDITCARD	92.12		92.12		R ☐	ALDI
28/07/2025	CREDITCARD	13.19		13.19		R ☐	Llanharan Service Station
28/07/2025	CREDITCARD	107.15		107.15		R ☐	ALDI
28/07/2025	CREDITCARD	107.18		107.18		R ☐	ALDI
28/07/2025	CREDITCARD	15.59		15.59		R ☐	ZOOM
28/07/2025	CREDITCARD	13.34		13.34		R ☐	ALDI
28/07/2025	CREDITCARD	-14.39		-14.39		R ☐	Viking Group
28/07/2025	CREDITCARD	133.63		133.63		R ☐	Microsoft
28/07/2025	CREDITCARD	29.52		29.52		R ☐	Microsoft
28/07/2025	CREDITCARD	87.34		87.34		R ☐	Microsoft
28/07/2025	CREDITCARD	12.99		12.99		R ☐	ZOOM
28/07/2025	CREDITCARD	606.00		606.00		R ☐	South Wales Turf
28/07/2025	CREDITCARD	8.96		8.96		R ☐	Leekes
28/07/2025	CREDITCARD	15.99		15.99		R ☐	Amazon
28/07/2025	CREDITCARD	36.98		36.98		R ☐	Group On
28/07/2025	CREDITCARD	30.10		30.10		R ☐	Llanharan Service Station
28/07/2025	BcardJul25		1,433.48	1,433.48		R ☐	Receipt(s) Banked
		<u>1,433.48</u>	<u>1,433.48</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/08/2025
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/08/2025		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/08/2025 for Cashbook No 3 - Barclaycard

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
27/08/2025	CREDITCARD	26.93		26.93		R ☐	Llanharan Service Station
27/08/2025	CREDITCARD	24.00		24.00		R ☐	Llanharan Service Station
27/08/2025	CREDITCARD	67.02		67.02		R ☐	ALDI
27/08/2025	CREDITCARD	59.19		59.19		R ☐	ALDI
27/08/2025	CREDITCARD	18.02		18.02		R ☐	Llanharan Service Station
27/08/2025	CREDITCARD	33.16		33.16		R ☐	Forest park & Garden
27/08/2025	CREDITCARD	19.31		19.31		R ☐	Llanharan Service Station
27/08/2025	CREDITCARD	84.30		84.30		R ☐	ALDI
27/08/2025	CREDITCARD	13.20		13.20		R ☐	Llanharan Service Station
27/08/2025	CREDITCARD	15.59		15.59		R ☐	ZOOM
27/08/2025	CREDITCARD	137.76		137.76		R ☐	Microsoft
27/08/2025	CREDITCARD	10.16		10.16		R ☐	Microsoft
27/08/2025	CREDITCARD	87.34		87.34		R ☐	Microsoft
27/08/2025	CREDITCARD	12.99		12.99		R ☐	ZOOM
27/08/2025	CREDITCARD	-12.14		-12.14		R ☐	B&M
27/08/2025	CREDITCARD	12.14		12.14		R ☐	B&M
27/08/2025	CREDITCARD	117.42		117.42		R ☐	Screwfix
27/08/2025	CREDITCARD	8.97		8.97		R ☐	Amazon
27/08/2025	CREDITCARD	39.98		39.98		R ☐	Amazon
27/08/2025	CREDITCARD	280.00		280.00		R ☐	Hallwizard
27/08/2025	BcardAug25		1,055.34	1,055.34		R ☐	Receipt(s) Banked
		1,055.34	1,055.34				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
BarclayCard	30/09/2025		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation up to 30/09/2025 for Cashbook No 3 - Barclaycard

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
29/09/2025	CREDITCARD	37.45		37.45		R 	ALDI
29/09/2025	CREDITCARD	82.42		82.42		R 	ALDI
29/09/2025	CREDITCARD	10.30		10.30		R 	ALDI
29/09/2025	210825	95.39		95.39		R 	ALDI
29/09/2025	2508290101	31.54		31.54		R 	Llanharan Service Station
29/09/2025	290825	100.53		100.53		R 	ALDI
29/09/2025	020925	87.74		87.74		R 	ALDI
29/09/2025	110925	102.17		102.17		R 	ALDI
29/09/2025	502215009	8.80		8.80		R 	LBS Builders Merchants
29/09/2025	502214998	75.65		75.65		R 	LBS Builders Merchants
29/09/2025	A230287459	37.84		37.84		R 	Screwfix
29/09/2025	CREDITCARD	15.59		15.59		R 	ZOOM
29/09/2025	CREDITCARD	21.98		21.98		R 	Amazon
29/09/2025	CREDITCARD	137.76		137.76		R 	Microsoft
29/09/2025	CREDITCARD	18.48		18.48		R 	Microsoft
29/09/2025	CREDITCARD	87.34		87.34		R 	Microsoft
29/09/2025	CREDITCARD	12.99		12.99		R 	ZOOM
29/09/2025	CREDITCARD	31.15		31.15		R 	Staples
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	14.00		14.00		R 	HM Land Registry
29/09/2025	CREDITCARD	14.00		14.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	7.00		7.00		R 	HM Land Registry
29/09/2025	CREDITCARD	39.96		39.96		R 	Instantprint
29/09/2025	CREDITCARD	104.91		104.91		R 	Instantprint
29/09/2025	CREDITCARD	42.83		42.83		R 	Llanharan Concrete
29/09/2025	CREDITCARD	-39.98		-39.98		R 	Amazon
29/09/2025	CREDITCARD	39.98		39.98		R 	Amazon
29/09/2025	CREDITCARD	-104.91		-104.91		R 	Instantprint
29/09/2025	CREDITCARD	10.80		10.80		R 	Arthur John
29/09/2025	CREDITCARD	6.90		6.90		R 	Arthur John
29/09/2025	Sept 25		1,172.61	1,172.61		R 	Receipt(s) Banked
		<u>1,172.61</u>	<u>1,172.61</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/07/2025
for Cashbook 2 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	31/07/2025		1,364,579.11
			<u>1,364,579.11</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,364,579.11
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,364,579.11
		Balance per Cash Book is :-	1,364,579.11
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/07/2025 for Cashbook No 2 - Public Sector Deposit Fund

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/07/2025	July25 Div		4,957.09	4,957.09		R ☐	Receipt(s) Banked
02/07/2025	July 25Div		165.24	165.24		R ☐	Receipt(s) Banked
23/07/2025	Precept 2	50,000.00		50,000.00		R ☐	Current and Premium Bank A/c
		<u>50,000.00</u>	<u>5,122.33</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 08/09/2025
for Cashbook 2 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	31/08/2025		1,369,605.50
			<u>1,369,605.50</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,369,605.50
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,369,605.50
		Balance per Cash Book is :-	1,369,605.50
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 08/09/2025 for Cashbook No 2 - Public Sector Deposit Fund

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
04/08/2025	Div Aug25		5,026.39	5,026.39		R 	Receipt(s) Banked
		<u>0.00</u>	<u>5,026.39</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/09/2025
for Cashbook 2 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	30/09/2025		1,324,375.50
			<u>1,324,375.50</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,324,375.50
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,324,375.50
		Balance per Cash Book is :-	1,324,375.50
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 30/09/2025 for Cashbook No 2 - Public Sector Deposit Fund

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/09/2025	Sept25 Div		4,770.00	4,770.00		R ☐	Receipt(s) Banked
29/09/2025	Precept 3	50,000.00		50,000.00		R ☐	Current and Premium Bank A/c
		<u>50,000.00</u>	<u>4,770.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Appendix 3

Transfers between accounts for Q1 & Q2 financial year 2025/26							
Date	A/C (from)	A/C (to)	Reference	Value Deposited	Value Redeemed	Deposit signatories	Redemption signatories
02/05/2025	Barclays Business Premium	Public Sector Deposit Fund	Precept tsfr 1/4	£ 50,000		LP/CP	
07/05/2025	Barclays Business Premium	Public Sector Deposit Fund	Precept tsfr 2/4	£ 50,000		LP/CP	
09/05/2025	Barclays Business Premium	Public Sector Deposit Fund	Precept tsfr 3/4	£ 50,000		LP/CP	
12/05/2025	Barclays Business Premium	Public Sector Deposit Fund	Precept tsfr 4/4	£ 50,000		LP/CP	
14/05/2025	Barclays Business Premium	Public Sector Deposit Fund	CIL2526 1/3	£ 50,000		LP/CP	
15/05/2025	Barclays Business Premium	Public Sector Deposit Fund	CIL2526 2/3	£ 50,000		LP/CP	
23/05/2025	Barclays Business Premium	Public Sector Deposit Fund	CIL2526 3/3	£ 50,000		LP/CP	
30/06/2025	Public Sector Deposit Fund	Barclays Business	Precept		£ 50,000		RJ/CP
23/07/2025	Public Sector Deposit Fund	Barclays Business	Precept 2		£ 50,000		RJ/CP
29/09/2025	Public Sector Deposit Fund	Barclays Business	Precept 3		£ 50,000		RJ/CP
				£ 350,000	£ 150,000		

Appendix 4

To consider adding the Assistant Clerk Rebecca Jenkins as an additional cardholder to the Barclaycard account.

Reason

In order to carry out day to day duties and resolutions of Council the Assistant Clerk frequently needs access to a payment card to facilitate online and in person transactions.

It is proposed that Rebecca Jenkins is included as an additional cardholder on the Barclaycard account at no extra cost to the Council, with the following transaction and credit card limits.

Credit card limits

	Transaction limits	Monthly credit card limits
Rebecca Jenkins	£1000	£1000
Lisa Phillips	£1000	£1000
Leigh Smith	£1000	£2000
Paul Beach	£500	£1500

Appendix 5

To consider obtaining a new electricity supply contract.

NB: This report deals with the office costs only.

Background

Our current fixed contract with SSE expires on Oct 31st 2025 and without a new contract or moving suppliers, we will be supplied at variable business rates.

	Current supply rates	Variable Business Rates (VBR)
Day rate:	36.918 p/kWh	38.38 p/kWh
Night rate:	28.847 p/kWh	31.43 p/kWh
S/Charge	79.4214 (p/day)	291.00 (p/day)
Est.annual cost	£2151.54	£3013.56

Therefore, moving across to variable rates will equate to an annual increase of £862.02 (40%).

Utility Broker Quotations

Several brokers have been approached for indicative new contract pricing, however, the quotes below are based on live pricing and as a result change on an almost daily basis.

Therefore, it is likely that by the time Council resolves to accept a particular quote then it may already be out of date.

New supply rate quotations (EDF Energy via Utility Aid) show a £556.57/ year saving on current rates for both 1 & 2 year fixed terms and £546.00/year saving over a 3 year fixed term.

Duration of contract

The key decision for Council is the length of contract to undertake to balance the certainty of budgeting against the potential price decrease or increase over the medium term in the face of geopolitical risks, global trade pressures and any volatility that lies ahead.

Officer's Recommendation

That once the desired contract period is decided, Council delegates the decision to the proper officer in consultation with the Chair of the Council to select the cheapest quote available from one of the following established providers using the services of a utility broker such as 'Utility Aid', or 'Cardinal Energy' to obtain best quotes and to enter into a contract accordingly:

SSE; EDF; E.ON; Scottish Power; Npower; British gas (Centrica).

(These companies being considered 'the big 6' providers and so presumably from a business continuity perspective more able to withstand the volatility that has seen smaller providers become insolvent recently).

Price Comparison

Meter Number: 04811N12/2199994363711	Customer Name: Llanharan Community Council	Reference Number: 26137
Day Usage: 4,173	Supply Address: LADBROKES PLC;2 CHAPEL ROAD LLANHARAN	Renewal Date: 01 Nov 2025
Night Usage: 1,113	LLANHARAN CF72 9QA	Quote Date: 15 Sep 2025
Eve/Weekend Usage:		

Supplier	Term	Day Rate (p/kWh)	Night Rate (p/kWh)	Standing Charge (p/day)	Annual Cost	Difference	% Difference
----------	------	------------------	--------------------	-------------------------	-------------	------------	--------------

Current Supply

		36.9180	28.8470	79.4214	£2,151.54		
--	--	---------	---------	---------	-----------	--	--

New Supply

	24	27.90000	22.30000	50.00000	£1,594.97	-£556.57	-25.87%
--	----	----------	----------	----------	-----------	----------	---------

Plan Type: Online Only.

	12	27.90000	22.30000	50.00000	£1,594.97	-£556.57	-25.87%
--	----	----------	----------	----------	-----------	----------	---------

Plan Type: Online Only.

	36	28.10000	22.50000	50.00000	£1,605.54	-£546.00	-25.38%
--	----	----------	----------	----------	-----------	----------	---------

Plan Type: Online Only.

	12	25.12600	19.37800	107.95616	£1,706.06	-£445.48	-20.71%
--	----	----------	----------	-----------	-----------	----------	---------

Plan Type: Protect. (SSE Ref: 36376622 Monthly Charge: 32.84 (Smart Meter))FiTs (0.90500 p/kWh) is included in total but not within the rates displayed

	24	25.48800	19.48200	114.36712	£1,745.94	-£405.60	-18.85%
--	----	----------	----------	-----------	-----------	----------	---------

Plan Type: Protect. (SSE Ref: 36377166 Monthly Charge: 34.79 (Smart Meter))FiTs (0.90900 p/kWh) is included in total but not within the rates displayed

	48	32.90000	26.30000	50.00000	£1,848.14	-£303.40	-14.1%
--	----	----------	----------	----------	-----------	----------	--------

Plan Type: Online Only.

All quotations are based on the last 12 months consumption data as held by the Industry. It is the customers responsibility to check all site, meter and consumption data for accuracy and completeness raising any discrepancies prior to acceptance. Any quotations and/or proposals given by Utility Aid and/or the Utility Supplier to the Customer shall contain indicative rates which may not be guaranteed. Such rates shall only be confirmed following receipt of lock confirmation from the Utility Supplier. All quotations and/or proposals given by Utility Aid and/or the Utility Supplier shall only be valid for the period specifically stated when the quotation and/or proposals is offered.

Utility Aid shall only receive a Commission from the Utility Supplier when Utility Aid successfully brokers a Utility Contract. The Commission payable to Utility Aid shall be based upon a fixed rate uplift contained within the rates proposed and will be payable to Utility Aid by the Supplier. It is your responsibility to send a termination notice to your existing Supplier, at the point of transfer there is to be no debt on your account so that the transfer can move ahead smoothly. Utility Aid cannot be held responsible for any costs incurred due to delayed start dates. Should you receive notification of objection from your Supplier you must notify Utility Aid immediately. The prices are subject to credit approval by the Supplier. Please note prices are subject to Government taxations where applicable. Please note your supplier may require you to install a smart meter at the commence date of your contract, some suppliers can apply charges if this clause is not met. Please refer to the suppliers terms and conditions at point of agreeing a contract with your chosen supplier.

App 5a

Business Name	Llanharan Community Council
Quotation Prepared By	Chloe Gosling
Contact Number	0191 2498605
Date Quoted	07/10/2025



Current Contract

Supplier	Post Code	MPAN	Commodity	End Date	Standing Charge (p/day)	Unit Rate 1 (p/kWh)	Unit Rate 2 (p/kWh)	Est Annual Cost (£)
SSE	CF72 9QA	21999943637111	Electricity	31/10/2025	79.430	36.918	28.885	£2,113.38

Cardinal Energy Renewal Offers

Supplier	Post Code	MPAN	Commodity	Contract Term	Standing Charge (p/day)	Unit Rate 1 (p/kWh)	Unit Rate 2 (p/kWh)	Est Annual Cost (£)	Est Annual Saving (£)	Percentage Saving (%)
Smartest Energy	CF72 9QA	21999943637111	Electricity	12	0.000	26.480	20.280	£1,305.17	£808.21	38.24%
British Gas Lite	CF72 9QA	21999943637111	Electricity	12	40.000	26.490	20.420	£1,452.49	£660.89	31.27%
Scottish Power	CF72 9QA	21999943637111	Electricity	12	67.990	24.570	18.200	£1,455.34	£658.04	31.14%
Scottish Power	CF72 9QA	21999943637111	Electricity	24	67.990	23.770	17.660	£1,416.36	£697.02	32.98%
Yorkshire Gas and Power	CF72 9QA	21999943637111	Electricity	24	60.000	25.300	19.110	£1,464.35	£649.03	30.71%
Smartest Energy	CF72 9QA	21999943637111	Electricity	24	0.000	29.880	23.040	£1,473.73	£639.65	30.27%

As I previously mentioned, the energy suppliers are currently forecasting that wholesale prices are going to reduce each summer moving forward. With this in mind, we are only really offering 1 and 2 year contracts to avoid our clients agreeing long contracts should prices reduce as forecast.

I have attached today's market forecasts from Total Energies, Crown Gas & Power and SSE. The tables below taken from these reports show where they are each forecasting wholesale prices of electricity (£/MWh) at different touch points moving forward.

Total Energies UK Baseload Prices

Contract	25 Sep 2025	25 Sep 2025
Contract	25 Sep 2025	25 Sep 2025
DA	80.50	81.70
Oct-25	74.46	75.55
Nov-25	83.70	83.78
Dec-25	83.65	84.18
Q4-25	80.57	81.14
Q1-26	85.44	85.71
Win 25	82.98	83.40
Sum 26	73.97	74.29
Win 26	82.44	82.87
Sum 27	69.52	69.84
Win 27	78.84	79.26

Crown Gas & Power

Contract	Fr 24 Sep AM	Mon 29 Sep AM
W-25	83.70	82.60
S-26	74.60	74.00
W-26	83.05	82.20
S-27	70.15	69.65
W-27	79.45	78.50
S-28	68.15	67.65
W-28	78.45	78.25
S-29	68.15	67.65

SSE

	EOO Price
	Power Baseload (£/MWh)
Oct-25	74.50
Nov-25	83.75
Dec-25	83.50
Q4-25	80.75
Q1-26	85.50
W-25	83.00
S-26	74.00
W-26	82.25
S-27	69.50
W-27	79.00
S-28	67.50

You will notice that all three suppliers are forecasting wholesale prices in summer 2026 to be around £74/MWh and then around £69/MWh in summer 2027, both of which are lower than the current level of £82/MWh. The 1-year contracts are currently the cheapest as there is less risk for the suppliers as they can pass on any increases onto you in 12 months when the contract expires. The 2 year plan gives you more protection should any geopolitical tensions escalate and cause energy prices to rise. No matter what you do with this supply you are going to see a decent reduction in costs.