



LLANHARAN COMMUNITY COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the **Audit Committee** meeting held by video link at 7pm on 18th April 2024 in accordance with the:

Local Government and Elections (Wales) Act 2021

Present: Councillors; David Evans (Chair), Janine Turner, Chris Parker, Andrea James,

Clerk to the Council: Leigh Smith

Deputy Clerk/RFO: Lisa Phillips

Apologies: None.

Absent: Robert Lewis-Watkin JP.

A2024/018 Welcome and apologies for absence

The Chair welcomed members.

A2024/019 Disclosures of personal and/or prejudicial interests

Cllr Janine Turner declared a personal interest with regards to agenda items 8 (Minute ref 2024/025), regarding 'the Pantry' and item 11 (minute ref 2024/028) regarding Dolau school PTA.

Cllr Chris Parker declared a personal interest with regards to agenda item 8 (Minute ref 2024/025), regarding 'the Pantry'

A2024/020 Minutes of the Audit committee meeting held on 16th January 2024

RESOLVED

The minutes of the Audit committee meeting held on 16th January 2024 were approved as a true and accurate record.



A2024/021 Matters arising

None.

A2024/022 Public speaking

None

**A2024/023 Bank reconciliations and list of payments for Quarter 4, 2023/24
*RECOMMENDED***

To approve the bank reconciliations and payments for Quarter 4, 2023/24 as presented in Appendix 2.

A2024/024 Year to date spend v budget

Noted

A2024/025 Report on pantry income and expenditure

Noted.

A2024/026 Transfers between accounts 2023/24

RECOMMENDED

To approve transfers between accounts for the financial year 2023/24 as presented in appendix 5.

A2024/027 Virements from general reserves for end of year 2023/24

RECOMMENDED

To approve virements from general reserves for end of year 2023/24 as presented in appendix 6.

A2024/028 General grant application from Dolau Primary School PTA.

RECOMMENDED

To grant Dolau Primary School PTA a total of £xxxx to be paid directly to their account. To remind the PTA that the Council will subsequently require a narrative of exactly which events the granted funds were spend on along with a copy of invoices/receipts.

A2024/029 Draft investment strategy

RECOMMENDED

To adopt the draft investment strategy presented as the Council's investment strategy.



A2024/030 Amendment of total expenditure figure contained within the 2024/25 budget.

RECOMMENDED

An additional £23,750 be added to the annual expenditure total for 2024/25 giving a total expenditure of £302,310 for that year. This figure to supersede that stated in minute reference A2024/009

A2024/031 To exclude the press and public

RESOLVED

To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public to be excluded from the meeting on the basis that with regards the following agenda item disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

A2024/032 Information relating to a previously awarded grant.

RECOMMENDED

To request further information from the applicant, specifically bank statements for both the Nat West and the Lloyds account from June 2023 to date, showing all transactions and not just end of statement balances.

A2024/033 Urgent information or items suggested for a future agenda

None.

There being no further business the meeting closed at 8.00pm.

The next scheduled meeting of the Audit Committee tbd

Cllr. David Evans

Chair of the Audit Committee



LLANHARAN COMMUNITY COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the **Audit Committee** meeting held by video link at 7pm on 16th January 2024 in accordance with the:
Local Government and Elections (Wales) Act 2021

Present: Councillors; David Evans (Chair), Janine Turner, Chris Parker, Andrea James, Robert Lewis-Watkin JP.

Clerk to the Council: Leigh Smith

Deputy Clerk/RFO: Lisa Phillips

Apologies: None.

Absent: None.

A2024/001 Welcome and apologies for absence

The Chair welcomed members.

A2024/002 Disclosures of personal and/or prejudicial interests

Cllr Janine Turner declared a personal interest with regards to agenda item 8 (Minute ref 2024/008), regarding 'the Pantry'

Cllr Janine Turner declared a personal and prejudicial interest with regards to agenda item 11 (Minute ref 2024/013), being a committee member for 'The Wimbles'.

Cllr Chris Parker declared a personal and prejudicial interest with regards to agenda item 11 (Minute ref 2024/013), believe himself to be a committee member for 'The Wimbles'.

A2024/003 Minutes of the Audit committee meeting held on 24th October 2023.

RESOLVED



The minutes of the Audit committee meeting held on 24th October 2023 were approved as a true and accurate record.

A2024/004 Matters arising

None.

A2023/005 2023/020 Public speaking

None

A2024/006 Bank reconciliations and list of payments for Quarter 3, 2023

RECOMMENDED

To approve the bank reconciliations and payments for Quarter 3, 2023 as presented in Appendix 2.

A2024/007 Year to date spend v budget

Noted

A2024/008 Report on pantry income and expenditure

Noted.

A2024/009 2024/25 draft budget and setting of precept.

RECOMMENDED

To approve the draft budget as presented with an expenditure of £278,560

RECOMMENDED

To apply a 0% increase on the Community Council tax band D rate resulting in a £0 per year increase and a resultant Community Council band D rate of £79.17

A2024/010 Internal auditor for financial year 2023/24

RECOMMENDED

To suspend standing orders/financial regulations in respect of 11.3 of the financial regulations.

In particular:

11.3. Procedures as to contracts are laid down as follows:

a. Every contract shall comply with these financial regulations, and no exceptions shall be made otherwise than in an emergency.....

e. When it is intended to enter into a contract for the supply of goods or materials or for the execution of works or specialist services other than such goods,



materials, works or specialist services as are excepted as set out in Regulation 11.3., where the value:

iii. is below £1,500 and above £250 the Proper Officer shall strive to obtain 3 estimates of the cost of proposed supply.

The reason being the Clerk having attempted to source 3 quotations from well-established reputable and experienced internal auditors with a known track record of competence and having been able to identified 2 such auditors whom in their opinion meets the criteria to provide a high quality service to the Council.

RECOMMENDED

Following the obtaining of further quotations, to appoint WGW as the internal auditor for 2023/24 and to schedule an internal audit for June 2024. ⁱ

A2024/011 General grant application from Llanharan OAP Hall

RECOMMENDED

To grant Llanharan OAP Hall a total of £1,946 comprising £1,546 to cover electricity costs and £400 to cover gas costs.

A2024/012 General grant application from Llanharan Football Club

RECOMMENDED

To grant Llanharan Football Club £495 towards the purchase of the equipment detailed in the application to facilitate the reinstatement of a Saturday 'second' team.

Payment to be made subject to the receipt of the following supporting documentation to the satisfaction of the Clerk (these items not considered material to decision making):

- a) The constitution document of the club (including details of the named officers of the club or if this is not included in the constitution document the applicant to annotate the application to show the formal positions of the signatories).
- b) Invoices totalling £900 to show what the previous grant was spent on. (As per Appendix 2 of the application).

Councillor Janine Turner left the meeting at this point having declared a personal and prejudicial interest in the following item of business.



Councillor Chris Parker left the meeting at this point having declared a personal and prejudicial interest in the following item of business.

**A2024/013 General grant application from ‘The Wimbles’
*RECOMMENDED***

To defer consideration of the application to a future meeting pending receipt of the following, the items being considered material to decision making:

- a) A signed copy of the application signed by two authorised signatories and stating the names of those signatories.
- b) The group’s latest bank statement.
- c) An application with Section A of the form completed detailing what grant aid has been received from the Community Council in the past 3 years. Section A must detail the amount received and the date.
- d) An application with all sections of Appendix two correctly and fully completed to the satisfaction of the Clerk. No invoices being required if the Community Council has purchased and gifted items to the group.

Councillor Janine Turner returned to the meeting at this point following the completion of the previous item of business.

Councillor Chris Parker returned to the meeting at this point following the completion of the previous item of business.

A2024/014 Audit Wales certified returns and audit completion notice.

Noted.

A2024/015 Discharge of recommendation R13 from the most recent internal audit.

RECOMMENDED

Following the recent notification from The Independent Remuneration Panel for Wales (IRPW) regarding taxation guidance for the payment of Council allowances, that each member in receipt of the £156 payment (or part payment) is issued with the relevant letter (to be signed by the member) to evidence a formal arrangement between the council and the councillor and provided that the councillor is not already claiming the allowance against another source of income then it be treated as exempt from PAYE. This being the case there is no need for payments to be made via the payroll system.



A2024/016 Policy on paying mandatory costs to Councillors joining the council part way through a year

RECOMMENDED

For any new payment to Councillors who have been elected or co-opted during a Council term:

- The £52 per year for office consumables required to carry out their role be paid in full when or soon after that member signs their declaration of acceptance of office. This to provide funds to assist with any initial costs involved in the member fulfilling their role as well as providing for ongoing office consumables.
- The £156 per year for expenses involved in working from home to be paid on a pro-rata basis at a rate of £3 per week based on the remaining number of weeks until the end of the financial year at the end of April. Should any date fall during a week then for the purposes of calculation the week be counted as a whole week.

A2024/017 Urgent information or items suggested for a future agenda

To consider updating the Councils grant form (and policy contained therein) to improve and clarify various aspects of the process. The Clerk to present a paper to a future meeting of the Committee.

There being no further business the meeting closed at 8.20pm

The next scheduled meeting of the Audit Committee will be held on 16th April 2024

Cllr. David Evans

Chair of the Audit Committee

**Bank Reconciliation Statement as at 31/01/2024
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	31/01/2024		500.00
Businesss Premium A/c	31/01/2024		10,393.92
			<hr/> 10,893.92
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			10,893.92
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			10,893.92
		Balance per Cash Book is :-	10,893.92
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/01/2024 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>
05/10/2023	BACS	-39,232.11		-39,232.11		R <input type="checkbox"/>	Stuart Smith Building Ltd
05/10/2023	BACS	39,232.11		39,232.11		R <input type="checkbox"/>	Llanharan OAP Association
02/01/2024	BACS	875.00		875.00		R <input type="checkbox"/>	JB Director's Trust
04/01/2024	BACS	2.18		2.18		R <input type="checkbox"/>	Clarity Copiers
04/01/2024	BACS	1,300.00		1,300.00		R <input type="checkbox"/>	Wales Audit Office
04/01/2024	BACS	72.55		72.55		R <input type="checkbox"/>	Welsh Water
04/01/2024	BACS	36.79		36.79		R <input type="checkbox"/>	Welsh Water
04/01/2024	BACS	14.28		14.28		R <input type="checkbox"/>	SSE Electric
05/01/2024	DJ Allot		26.00	26.00		R <input type="checkbox"/>	Receipt(s) Banked
08/01/2024	DDR	28.88		28.88		R <input type="checkbox"/>	Tesco Mobile phones x 3
09/01/2024	DIRECT	11.08		11.08		R <input type="checkbox"/>	Barclays Bank
09/01/2024	Loyalty		0.93	0.93		R <input type="checkbox"/>	Receipt(s) Banked
11/01/2024	BACS	192.00		192.00		R <input type="checkbox"/>	Bryнна Cleaning
12/01/2024	BACS	288.00		288.00		R <input type="checkbox"/>	LML Electrics
12/01/2024	BACS	383.00		383.00		R <input type="checkbox"/>	Caer Health
12/01/2024	BACS	1,459.68		1,459.68		R <input type="checkbox"/>	HMRC NI & Tax
12/01/2024	BACS	565.36		565.36		R <input type="checkbox"/>	HMRC NI & Tax
16/01/2024	DDR	500.58		500.58		R <input type="checkbox"/>	ARVAL
16/01/2024	BACS	75.56		75.56		R <input type="checkbox"/>	C Parker
19/01/2024	BACS	5,890.10		5,890.10		R <input type="checkbox"/>	Llanharan Community Develop Pr
19/01/2024	BACS	5,344.86		5,344.86		R <input type="checkbox"/>	Llanharan Community Develop Pr
22/01/2024	TS Allot		26.00	26.00		R <input type="checkbox"/>	Receipt(s) Banked
23/01/2024	DDR	140.13		140.13		R <input type="checkbox"/>	BNP Paribas Printer
23/01/2024	BACS	1,946.00		1,946.00		R <input type="checkbox"/>	Llanharan OAP Association
23/01/2024	BACS	3,914.85		3,914.85		R <input type="checkbox"/>	HMRC NI & Tax
23/01/2024	BACS	2,637.11		2,637.11		R <input type="checkbox"/>	HMRC NI & Tax
23/01/2024	BACS	3,921.83		3,921.83		R <input type="checkbox"/>	HMRC NI & Tax
23/01/2024	BACS	110.34		110.34		R <input type="checkbox"/>	SSE Electric
24/01/2024	BACS	52.00		52.00		R <input type="checkbox"/>	R Smith
24/01/2024	BACS	51.00		51.00		R <input type="checkbox"/>	R Smith
24/01/2024	BACS	1,350.00		1,350.00		R <input type="checkbox"/>	Vale Consultancy
24/01/2024	BACS	1,350.00		1,350.00		R <input type="checkbox"/>	Vale Consultancy
25/01/2024	Pantry		267.84	267.84		R <input type="checkbox"/>	Receipt(s) Banked
26/01/2024	BACS	20.12		20.12		R <input type="checkbox"/>	LH
26/01/2024	BACS	1,573.21		1,573.21		R <input type="checkbox"/>	RCT Pension Payment
26/01/2024	BACS	4,964.68		4,964.68		R <input type="checkbox"/>	STAFF SALARIES
29/01/2024	BcardJan24	750.88		750.88		R <input type="checkbox"/>	Barclaycard
29/01/2024	BACS	28.80		28.80		R <input type="checkbox"/>	Trustmark Print & Design
29/01/2024	BACS	799.64		799.64		R <input type="checkbox"/>	HMRC NI & Tax
29/01/2024	BACS	900.00		900.00		R <input type="checkbox"/>	Vale Consultancy
29/01/2024	BACS	1,850.00		1,850.00		R <input type="checkbox"/>	HMRC NI & Tax
31/01/2024	BACS	-1,350.00		-1,350.00		R <input type="checkbox"/>	Vale Consultancy
		<u>42,050.49</u>	<u>320.77</u>				

Signatory 1:

Name Signed Date

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024		500.00
Businesss Premium A/c	29/02/2024		24,507.54
			<u>25,007.54</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,007.54
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,007.54
		Balance per Cash Book is :-	25,007.54
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 29/02/2024 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>
05/02/2024	DIRECT	12.44		12.44		R <input checked="" type="checkbox"/>	Barclays Bank
05/02/2024	13dec14jan		1.34	1.34		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/02/2024	JS plot9		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/02/2024	BR plot45		39.00	39.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/02/2024	Pen plot19		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/02/2024	JS plot11		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/02/2024	BR plot20		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/02/2024	Pen plot30		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/02/2024	Pen plot32		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/02/2024	DDR	28.88		28.88		R <input checked="" type="checkbox"/>	Tesco Mobile phones x 3
08/02/2024	BR plot5		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/02/2024	BR plot52		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/02/2024	Pen plot35		52.00	52.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/02/2024	Pen plot12		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	Pantry		243.58	243.58		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	VAT Q3		3,353.45	3,353.45		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	Pen plot20		78.00	78.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	BR plot15		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	BR plot8		181.00	181.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	Allots24		132.00	132.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2024	BR plot 8		52.00	52.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	Pen Plot22		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	BR plot53		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	BR plot23		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	BR plot4		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	BR plot10		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/02/2024	Allots24		196.00	196.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/02/2024	CIL 2/4ret		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/02/2024	BR plot 6		49.80	49.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/02/2024	DDR	500.58		500.58		R <input checked="" type="checkbox"/>	ARVAL
15/02/2024	BR plot 13		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/02/2024	BACS	65.00		65.00		R <input checked="" type="checkbox"/>	FareShare Cymru
16/02/2024	BACS	65.00		65.00		R <input checked="" type="checkbox"/>	FareShare Cymru
16/02/2024	BACS	675.50		675.50		R <input checked="" type="checkbox"/>	Llanharan & Brynna Wimbles
16/02/2024	BR plot43a		20.00	20.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/02/2024	BR plot39		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/02/2024	BRplot36		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/02/2024	Fee&Bond		375.00	375.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/02/2024	BR plot 22		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/02/2024	DDR	235.24		235.24		R <input checked="" type="checkbox"/>	SSE Electric
20/02/2024	BR plot28		52.00	52.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/02/2024	BR plot 25		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/02/2024	BACS	10,000.00		10,000.00		R <input checked="" type="checkbox"/>	Wildlife Trust
22/02/2024	Pen Plot1		10.00	10.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/02/2024	BACS	14.78		14.78		R <input checked="" type="checkbox"/>	SSE Electric
23/02/2024	JS plot20		88.00	88.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/02/2024	BACS	14,623.62		14,623.62		R <input checked="" type="checkbox"/>	Centregreat
26/02/2024	Allots24		104.00	104.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked

Bank Reconciliation up to 29/02/2024 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>
27/02/2024	BcardFeb24	1,331.69		1,331.69		R <input checked="" type="checkbox"/>	Barclaycard
28/02/2024	BACS	192.00		192.00		R <input checked="" type="checkbox"/>	Brynna Cleaning
28/02/2024	BACS	3,101.98		3,101.98		R <input checked="" type="checkbox"/>	RCT Pension Payment
28/02/2024	BACS	10,227.69		10,227.69		R <input checked="" type="checkbox"/>	STAFF SALARIES
28/02/2024	Pantry		53.77	53.77		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/02/2024	BACS	288.00		288.00		R <input checked="" type="checkbox"/>	Fungrenade
29/02/2024	DDR	224.93		224.93		R <input checked="" type="checkbox"/>	SSE Electric
29/02/2024	BACS	17.59		17.59		R <input checked="" type="checkbox"/>	Clarity Copiers
29/02/2024	BACS	-14.10		-14.10		R <input checked="" type="checkbox"/>	Clarity Copiers
29/02/2024	BR plot10		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/02/2024	JS plot 17		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/02/2024	BR plot24		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/02/2024	JS plot1		25.50	25.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>41,590.82</u>	<u>55,704.44</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/03/2024
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	31/03/2024		500.00
Businesss Premium A/c	31/03/2024		143,313.87
			<u>143,813.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			143,813.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			143,813.87
		Balance per Cash Book is :-	143,813.87
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/03/2024 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>
01/03/2024	BACS	65.00		65.00		R <input checked="" type="checkbox"/>	FareShare Cymru
01/03/2024	Plot 13 BR		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	Allots		130.00	130.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	Allots		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	Allots		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/03/2024	4Dec3Mar		164.92	164.92		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/03/2024	Bond14 BR		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/03/2024	BACS	169.67		169.67		R <input checked="" type="checkbox"/>	JB Director's Trust
05/03/2024	DDR	147.24		147.24		R <input checked="" type="checkbox"/>	SSE Electric
05/03/2024	Plot14BR		21.67	21.67		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	DIRECT	27.45		27.45		R <input checked="" type="checkbox"/>	Barclays Bank
06/03/2024	Loyalty		5.84	5.84		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	Plot7JS		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	Plot38Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/03/2024	Plot17Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/03/2024	Plot49BR		20.00	20.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/03/2024	Plot54BR		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/03/2024	BACS	240.00		240.00		R <input checked="" type="checkbox"/>	K Lee Wah
08/03/2024	BACS	3,092.00		3,092.00		R <input checked="" type="checkbox"/>	Spar Logistics
08/03/2024	DDR	28.88		28.88		R <input checked="" type="checkbox"/>	Tesco Mobile phones x 3
08/03/2024	Plot23Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/03/2024	Pantry		228.00	228.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/03/2024	JS20&21ref		-88.00	-88.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/03/2024	plot31Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/03/2024	Plot24Pen		47.66	47.66		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/03/2024	BACS	1,700.00		1,700.00		R <input checked="" type="checkbox"/>	Wood Art Works
12/03/2024	BACS	315.48		315.48		R <input checked="" type="checkbox"/>	British Telecomm
12/03/2024	BACS	547.94		547.94		R <input checked="" type="checkbox"/>	Redwood Drainage Civils
13/03/2024	BR plot6		49.80	49.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/03/2024	BR plot6		-49.80	-49.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/03/2024	Allots chq		156.00	156.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/03/2024	Plot17BR		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/03/2024	DDR	500.58		500.58		R <input checked="" type="checkbox"/>	ARVAL
15/03/2024	DDR	-500.58		-500.58		R <input checked="" type="checkbox"/>	ARVAL
15/03/2024	DDR	500.58		500.58		R <input checked="" type="checkbox"/>	ARVAL
15/03/2024	Plot18 Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/03/2024	plot26 Pen		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/03/2024	LP Bench	496.00		496.00		R <input checked="" type="checkbox"/>	Barclaycard
22/03/2024	Plot16 BR		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/03/2024	Plot 25Pen		45.50	45.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/03/2024	BACS	420.00		420.00		R <input checked="" type="checkbox"/>	Chris Evans
25/03/2024	BACS	90.00		90.00		R <input checked="" type="checkbox"/>	Llanharan OAP Association
25/03/2024	BACS	66.00		66.00		R <input checked="" type="checkbox"/>	National Allotment Society
25/03/2024	Pantry		219.65	219.65		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/03/2024	BcardMar24	2,547.15		2,547.15		R <input checked="" type="checkbox"/>	Barclaycard
27/03/2024	BACS	2,212.77		2,212.77		R <input checked="" type="checkbox"/>	HMRC NI & Tax
27/03/2024	BACS	1,161.46		1,161.46		R <input checked="" type="checkbox"/>	HMRC NI & Tax
27/03/2024	Pen23Bond		26.00	26.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked

Bank Reconciliation up to 31/03/2024 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>
27/03/2024	Genres tsf		138,231.83	138,231.83		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/03/2024	BACS	1,687.82		1,687.82		R <input checked="" type="checkbox"/>	RCT Pension Payment
28/03/2024	BACS	5,251.30		5,251.30		R <input checked="" type="checkbox"/>	STAFF SALARIES
28/03/2024	BACS	-1,687.82		-1,687.82		R <input checked="" type="checkbox"/>	RCT Pension Payment
28/03/2024	BACS	1,687.82		1,687.82		R <input checked="" type="checkbox"/>	RCT Pension Payment
		<u>20,766.74</u>	<u>139,573.07</u>				

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Deposit Fund	31/01/2024		824,121.80
	31/01/2024		0.00
			<u>824,121.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			824,121.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			824,121.80
		Balance per Cash Book is :-	824,121.80
		Difference is :-	0.00

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Bank Reconciliation up to 31/01/2024 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>
03/01/2024	Jan 24 Div		3,671.20	3,671.20		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>3,671.20</u>				

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Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024		777,808.73
	29/02/2024		0.00
			<u>777,808.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			777,808.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			777,808.73
		Balance per Cash Book is :-	777,808.73
		Difference is :-	0.00

Signatory 1:

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Signatory 2:

NameSignedDate

Bank Reconciliation up to 29/02/2024 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>
13/02/2024	CIL 2/4ret	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Current and Premium Bank A/c
29/02/2024	Feb24 Div		3,686.93	3,686.93		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>50,000.00</u>	<u>3,686.93</u>				

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Bank Reconciliation Statement as at 31/03/2024
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	31/03/2024		642,904.56
	31/03/2024		0.00
			<u>642,904.56</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			642,904.56
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			642,904.56
		Balance per Cash Book is :-	642,904.56
		Difference is :-	0.00

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Bank Reconciliation up to 31/03/2024 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>
04/03/2024	Mar23 Div		3,327.66	3,327.66		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/03/2024	Genres tsf	138,231.83		138,231.83		R <input checked="" type="checkbox"/>	Current and Premium Bank A/c
		<u>138,231.83</u>	<u>3,327.66</u>				

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Bank Reconciliation Statement as at 31/01/2024
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/01/2024		0.00
	31/01/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

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NameSignedDate

Bank Reconciliation up to 31/01/2024 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>
29/01/2024	CREDITCARD	86.95		86.95		R <input checked="" type="checkbox"/>	ALDI
29/01/2024	CREDITCARD	86.84		86.84		R <input checked="" type="checkbox"/>	ALDI
29/01/2024	CREDITCARD	51.42		51.42		R <input checked="" type="checkbox"/>	ALDI
29/01/2024	CREDITCARD	131.87		131.87		R <input checked="" type="checkbox"/>	ALDI
29/01/2024	CREDITCARD	14.43		14.43		R <input checked="" type="checkbox"/>	Viking Group
29/01/2024	CREDITCARD	126.93		126.93		R <input checked="" type="checkbox"/>	Power Tools Direct
29/01/2024	CREDITCARD	17.72		17.72		R <input checked="" type="checkbox"/>	ALDI
29/01/2024	CREDITCARD	108.24		108.24		R <input checked="" type="checkbox"/>	Microsoft
29/01/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
29/01/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
29/01/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
29/01/2024	CREDITCARD	26.86		26.86		R <input checked="" type="checkbox"/>	Amazon
29/01/2024	CREDITCARD	2.15		2.15		R <input checked="" type="checkbox"/>	Amazon
29/01/2024	CREDITCARD	2.99		2.99		R <input checked="" type="checkbox"/>	Amazon
29/01/2024	CREDITCARD	5.97		5.97		R <input checked="" type="checkbox"/>	Amazon
29/01/2024	CREDITCARD	6.35		6.35		R <input checked="" type="checkbox"/>	Amazon
29/01/2024	BcardJan24		750.88	750.88		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>750.88</u>	<u>750.88</u>				

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NameSignedDate

Bank Reconciliation Statement as at 29/02/2024
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	29/02/2024		0.00
	29/02/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

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NameSignedDate

Bank Reconciliation up to 29/02/2024 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>
27/02/2024	CREDITCARD	229.55		229.55		R <input checked="" type="checkbox"/>	Forest park & Garden
27/02/2024	CREDITCARD	14.19		14.19		R <input checked="" type="checkbox"/>	Llanharan Service Station
27/02/2024	CREDITCARD	124.11		124.11		R <input checked="" type="checkbox"/>	Microsoft
27/02/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
27/02/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
27/02/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
27/02/2024	CREDITCARD	24.00		24.00		R <input checked="" type="checkbox"/>	Post Office Ltd
27/02/2024	CREDITCARD	36.00		36.00		R <input checked="" type="checkbox"/>	Post Office Ltd
27/02/2024	CREDITCARD	7.25		7.25		R <input checked="" type="checkbox"/>	Post Office Ltd
27/02/2024	CREDITCARD	40.00		40.00		R <input checked="" type="checkbox"/>	Information Commission Office
27/02/2024	CREDITCARD	108.28		108.28		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	118.48		118.48		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	108.67		108.67		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	99.25		99.25		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	106.09		106.09		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	46.70		46.70		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	78.79		78.79		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	2.35		2.35		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	CREDITCARD	17.71		17.71		R <input checked="" type="checkbox"/>	Premier Farnell
27/02/2024	CREDITCARD	88.11		88.11		R <input checked="" type="checkbox"/>	ALDI
27/02/2024	BcardFeb24		1,331.69	1,331.69		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>1,331.69</u>	<u>1,331.69</u>				

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Bank Reconciliation Statement as at 31/03/2024
for Cashbook 3 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BarclayCard	31/03/2024		0.00
	31/03/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 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 31/03/2024 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>
19/03/2024	CREDITCARD	3.00		3.00		R <input checked="" type="checkbox"/>	HM Land Registry
19/03/2024	LP Bench		496.00	496.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/03/2024	CREDITCARD	88.11		88.11		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	-88.11		-88.11		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	75.03		75.03		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	94.25		94.25		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	7.63		7.63		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	125.55		125.55		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	5.34		5.34		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	7.35		7.35		R <input checked="" type="checkbox"/>	Post Office Ltd
27/03/2024	CREDITCARD	2.75		2.75		R <input checked="" type="checkbox"/>	Post Office Ltd
27/03/2024	CREDITCARD	190.37		190.37		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	57.33		57.33		R <input checked="" type="checkbox"/>	ALDI
27/03/2024	CREDITCARD	118.08		118.08		R <input checked="" type="checkbox"/>	Microsoft
27/03/2024	CREDITCARD	49.20		49.20		R <input checked="" type="checkbox"/>	Microsoft
27/03/2024	CREDITCARD	12.99		12.99		R <input checked="" type="checkbox"/>	ZOOM
27/03/2024	CREDITCARD	107.82		107.82		R <input checked="" type="checkbox"/>	Llanharan Concrete
27/03/2024	CREDITCARD	19.97		19.97		R <input checked="" type="checkbox"/>	ADOBE
27/03/2024	CREDITCARD	3.11		3.11		R <input checked="" type="checkbox"/>	Amazon
27/03/2024	CREDITCARD	486.00		486.00		R <input checked="" type="checkbox"/>	NBB Outdoors
27/03/2024	CREDITCARD	972.00		972.00		R <input checked="" type="checkbox"/>	NBB Outdoors
27/03/2024	CREDITCARD	24.42		24.42		R <input checked="" type="checkbox"/>	Amazon
27/03/2024	CREDITCARD	13.00		13.00		R <input checked="" type="checkbox"/>	Amazon
27/03/2024	CREDITCARD	5.25		5.25		R <input checked="" type="checkbox"/>	Amazon
27/03/2024	CREDITCARD	14.28		14.28		R <input checked="" type="checkbox"/>	Amazon
27/03/2024	CREDITCARD	648.43		648.43		R <input checked="" type="checkbox"/>	Mill Timber Direct
27/03/2024	BcardMar24		2,547.15	2,547.15		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>3,043.15</u>	<u>3,043.15</u>				

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Detailed Income & Expenditure by Budget Heading 31/12/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	261,900	261,900	0			100.0%	
1090 PSDF Re-invested dividend	21,936	1,500	(20,436)			1462.4%	
1100 Agency Income	(1,330)	1,330	2,660			(100.0%)	
1990 Other Income	3,066	200	(2,866)			1533.1%	
<u>200</u> <u>Administration</u>							
4000 Staff Salaries & Wages (Net)	(48,217)	(55,667)	7,450		7,450	86.6%	
4005 Employer & Employee Pension	(15,535)	(22,447)	6,912		6,912	69.2%	
4010 Employer & Employee NI & Tax	(7,787)	(35,823)	28,036		28,036	21.7%	
4055 Mileage & Subsistence	(15)	(200)	185		185	7.3%	
4057 HR Expenditure	(248)	0	(248)		(248)	0.0%	
4060 Council Tax	(2,247)	(2,400)	153		153	93.6%	
4065 Office Rent	(2,745)	(3,600)	855		855	76.3%	
4070 IT Costs (Office 365)Web Site	(2,097)	(2,500)	403		403	83.9%	
4075 Telephone & Broadband	(1,034)	(1,400)	366		366	73.9%	
4080 Electric (office)	(594)	(3,500)	2,906		2,906	17.0%	
4085 Water Rates (for Office)	(80)	(350)	270		270	22.9%	
4090 Stationery and postage	(134)	(330)	196		196	40.7%	
4095 Cleaning Materials	(7)	(50)	43		43	13.3%	
4100 Cleaning Contract	(768)	(1,160)	392		392	66.2%	
4105 Office Cap ExpChain of Office	0	(500)	500		500	0.0%	
4110 Office Maintenance	(125)	(500)	375		375	25.1%	
4115 Professional and Legal Fees	(959)	(3,500)	2,541		2,541	27.4%	
4116 Land Registry Fees	(53)	(60)	7		7	88.3%	
4120 Internal Audit Fees	63	(2,000)	2,063		2,063	(3.2%)	
4125 External Audit Fees	755	(2,000)	2,755		2,755	(37.8%)	
4130 Subscriptions and Memberships	(2,701)	(2,000)	(701)		(701)	135.0%	
4135 Bank Charges	(150)	(200)	50		50	75.2%	
4140 Storage Space Rental	(480)	(360)	(120)		(120)	133.3%	
<u>220</u> <u>Insurances</u>							
4200 General Insurance	(4,649)	(4,300)	(349)		(349)	108.1%	
4205 Vehicle Insurance	(2,561)	(2,500)	(61)		(61)	102.5%	
4210 Office Insurance	0	(90)	90		90	0.0%	
<u>240</u> <u>Staff & Member Training</u>							
4300 Members Training	(242)	(750)	508		508	32.3%	
4305 Staff Training	(114)	(750)	636		636	15.2%	
<u>260</u> <u>Member's Allowances</u>							
4350 Chair	(1,500)	(1,500)	0		0	100.0%	
4355 Special Responsibility	(500)	(500)	0		0	100.0%	

Detailed Income & Expenditure by Budget Heading 31/12/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4360 Member Allowances	(2,496)	(2,100)	(396)		(396)	118.9%	
<u>300 Plant & Equipment</u>							
4400 Plant Purchase / Lease	(3,759)	(5,500)	1,741		1,741	68.4%	
4415 Red Tractor Maintenance	0	(1,000)	1,000		1,000	0.0%	
4420 Portable & Hand Tools Purchase	0	(250)	250		250	0.0%	
4425 Portable & Hand Tool Maint	(73)	(400)	327		327	18.1%	
4430 PPE - New & Replacement	(110)	(275)	165		165	40.2%	
4435 Plant & Equipment Fuel	(522)	(1,500)	978		978	34.8%	
<u>400 Street Furnishings</u>							
4500 Hanging Baskets	(7,384)	(7,500)	116		116	98.5%	
4505 Christmas Lights and Trees	(11,366)	(27,500)	16,134		16,134	41.3%	
4510 Public Clocks - Maintenance	(1,814)	(500)	(1,314)		(1,314)	362.8%	
4515 Notice Boards - Maintenance	(39)	(100)	61		61	39.1%	
4520 Bus shelter - Maintenance	0	(100)	100		100	0.0%	
4525 Planters - Maintenance	0	(100)	100		100	0.0%	
4530 Benches & Tables Maintenance	0	(100)	100		100	0.0%	
<u>500 Community Functions</u>							
4600 Christmas Dinners	(552)	(6,000)	5,448		5,448	9.2%	
4605 Soup and Carols	0	(250)	250		250	0.0%	
4610 Firework Display	(4,320)	(9,000)	4,680		4,680	48.0%	
4615 Multi Cultural Carnival	0	(5,500)	5,500		5,500	0.0%	
4617 King's Coronation 23	(4,649)	0	(4,649)		(4,649)	0.0%	
4620 General Sponsorship	0	(500)	500		500	0.0%	
<u>550 Grants</u>							
4700 General Grants	(5,552)	(10,000)	4,448		4,448	55.5%	
4710 LCDP - SLA	(25,000)	(25,000)	0		0	100.0%	
4715 Wild Life Trust - Brynna Woods	0	(10,000)	10,000	(5,000)	5,000	50.0%	
<u>600 Outdoor Spaces</u>							
4800 Rights of Way	(64)	(1,330)	1,266		1,266	4.8%	
4805 Skateboard Park - Maintenance	0	(500)	500		500	0.0%	
4810 Play & O/Spaces Maintenance	(150)	(500)	350		350	30.0%	
4815 General Repair Consumables	0	(250)	250		250	0.0%	
<u>620 War Memorials</u>							
4855 Other Maintenance	0	(550)	550		550	0.0%	
<u>630 Llanharan Pantry</u>							
1991 Llanharan Pantry	9,987	0	(9,987)			0.0%	9,987
4730 Llanharan Pantry Expenses	(11,620)	(1,500)	(10,120)		(10,120)	774.6%	12,230

Detailed Income & Expenditure by Budget Heading 31/12/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>640 Bryncae Community Centre</u>							
4735 BCC Cleaning Expenses	202	0	202		202	0.0%	
4740 BCC Maintenance Expenses	184	0	184		184	0.0%	
4745 BCC Deposits	290	0	290		290	0.0%	
<u>650 Street Lighting Electric</u>							
4575 Street Lighting Electric	(103)	(300)	197		197	34.5%	
<u>700 Allotments</u>							
1200 Allotment Income	189	2,500	2,312			7.5%	
4900 Allotment Lease Costs	(17)	(22)	5		5	77.3%	
4901 Allotment Maintenance	(160)	(100)	(60)		(60)	160.0%	
4905 Allotment Water	(324)	(350)	26		26	92.7%	
<u>750 Community Infrastructure Levy</u>							
1300 Community Infrastructure Levy	296,947	0	(296,947)			0.0%	296,947
4950 CIL Benches	(1,300)	0	(1,300)		(1,300)	0.0%	1,300
4951 CIL Footpaths	(8,500)	0	(8,500)		(8,500)	0.0%	8,500
4952 CIL Noticeboards	(2,782)	0	(2,782)		(2,782)	0.0%	2,782
4955 CIL Project 1 Memorial Garden	(500)	0	(500)		(500)	0.0%	500
4958 CIL Grants	(102,339)	0	(102,339)		(102,339)	0.0%	102,339
4959 CIL Defibrillator	(996)	0	(996)		(996)	0.0%	996
4961 CIL Brynna Woods Wood ArtWorks	(11,800)	0	(11,800)		(11,800)	0.0%	11,800
4962 CIL Project Telephone Kiosk	(1,486)	0	(1,486)		(1,486)	0.0%	1,486
4963 CIL LRGT Floodlights	(77,092)	0	(77,092)		(77,092)	0.0%	77,092
4964 CIL Llanharan OAP Refurb	(64,913)	0	(64,913)		(64,913)	0.0%	64,913
4965 CIL LCC shower block	(3,886)	0	(3,886)		(3,886)	0.0%	3,886
4966 CIL Project Ewenny Bridge	(2,400)	0	(2,400)		(2,400)	0.0%	2,400
4967 CIL Parks	(1,170)	0	(1,170)		(1,170)	0.0%	1,170
<u>800 Contingency</u>							
4990 Contingency	0	(10,000)	10,000		10,000	0.0%	
Grand Totals:- Income	592,696	267,430	(325,266)			221.6%	
Expenditure	453,288	279,514	(173,774)	5,000	(178,774)	164.0%	
Net Income over Expenditure	<u>139,408</u>	<u>(12,084)</u>	<u>(151,492)</u>				
plus Transfer from EMR	291,394						
less Transfer to EMR	306,934						
Movement to/(from) Gen Reserve	<u>123,868</u>						

Appendix 4

	Date	£	Receipt	Description
Money In				
Arnold Clarke Grant	10/12/2021	2500.00		
Transferred into bank (Janine)	08/02/2022	32.84		
RCT grant (Food support fund)	01/08/2022	500.00		
Asda award	01/08/2022	300.00		
Comm lottery grant	21/10/2022	8600.00		
RCT Food Support fund	14/12/2022	1779.00		
Arnold Clarke Grant	15/12/2022	2500.00		
GH Windfarm	06/07/2023	2000.00		
JT Windfarm	06/07/2023	1000.00		
Interlink	17/07/2023	1000.00		
RCT Community Grant	17/08/2023	1000.00		
RCT grant (Food support fund)	31/08/2023	1000.00		
Total cash receipts	Rolling	11916.37		
total in		34128.21		
Money Out				
FareShare Cymru	20/04/2022	195.00		
500 leaflets	01/07/2022	96.56		
FareShare Cymru	01/08/2022	195.00		
Asda online order	05/08/2022	306.00		Janine paid - claimed back
Asda online order	17/08/2022	284.20		LS claim received Ref 428222900
Amazon order (Noticeboards etc..)	18/08/2022	90.86		
Asda online order	20/08/2022	271.09		LS claim received Ref 796223800
Fridge freezer	23/08/2022	348.99		Add to asset register
Chest freezer	23/08/2022	278.99		Add to asset register
25th Aug online shop Asda	25/08/2022	98.45		LS claim
30th Aug Aldi shop	30/08/2022	57.74		LS claim
5th Sept online shop Asda	05/09/2022	418.00		LS claim
Cash to Janine for Aldi visit	06/09/2022	160.00		Change and receipt req
Aldi shop	06/09/2022	93.29		Janine used float cash (£160)
Booker shop	09/09/2022	276.32		Combo cash and card
Aldi shop	09/09/2022	49.20		LCC CC
Booker shop	13/09/2022	425.36		LCC CC
Aldi shop	20/09/2022	103.55		Janine - Need receipt Paid to Jar
Aldi shop	23/09/2022	139.06		LS claim
Aldi shop	23/09/2022	18.80		LS claim
Aldi shop	28/09/2022	93.74		
Aldi shop	28/09/2022	188.87	tbc	
Aldi shop	28/09/2022	55.03		
Aldi shop	28/09/2022	41.86		

Booker shop	30/09/2022	225.12		
Aldi shop	04/10/2022	219.41		
The Range	04/10/2022	5.00		Thermometers
Aldi shop	07/10/2022	158.93	tbc	LCC CC
Aldi shop	07/10/2022	157.24	tbc	LCC CC
Asda	12/10/2022	348.41		
Aldi shop	14/10/2022	232.10		Leigh to claim back- paid
Aldi shop	14/10/2022	36.85		Leigh to claim back- paid
Freezer labels	17/10/2022	17.47		
Aldi shop	18/10/2022	717.38		Leigh to claim back- paid
Aldi shop	21/10/2022	446.16		Leigh to claim back- paid
Aldi shop	26/10/2022	312.68		Payment raised to LS
Aldi Shop	28/10/2022	204.33		
FareShare Cymru	01/11/2022	195.00		
Aldi Shop	01/11/2022	248.78		
Aldi Shop	04/11/2022	197.93		
Aldi Shop	04/11/2022	-24.99	tbc	
Aldi Shop	08/11/2022	349.26		
Aldi shop	11/11/2022	242.39		Paid on PB card
Amazon perspex displays	14/11/2022	29.94		
Aldi shop	15/11/2022	314.74		
Aldi shop	18/11/2022	199.42		
Aldi shop	22/11/2022	33.69		
Aldi shop	25/11/2022	228.74		
Aldi shop	29/11/2022	208.38		
Aldi shop	02/12/2022	378.00		
Aldi shop	06/12/2022	232.31		
FareShare Cymru	13/12/2022	195.00		
Aldi shop	13/12/2022	101.34		
Aldi shop	14/12/2022	61.82		
Aldi shop	16/12/2022	87.80		
Aldi shop	16/12/2022	41.04		
Aldi shop	16/12/2022	207.02	MP	
Aldi shop	16/12/2022	192.93	MP	
Aldi shop	19/12/2022	119.58	LS	
Aldi shop	19/12/2022	110.62	LS	
Aldi shop	19/12/2022	103.80	LS	
Aldi shop	20/12/2022	72.89	MP	
Aldi shop	28/12/2022	51.70	PB	
Aldi shop	28/12/2022	113.78	PB	
Aldi shop	28/12/2022	135.53	PB	
Aldi shop	28/12/2022	103.05	PB	03/01?
Aldi shop	06/01/2023	61.11	PB	
Aldi shop	06/01/2023	102.27	PB	
Aldi shop	06/01/2023	113.63	PB	
Aldi shop	10/01/2023	109.65	PB	Paid off £481.79 16.01.23

Aldi shop	10/01/2023	77.86	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	188.46	PB	Paid off £481.79 16.01.23
Aldi shop	12/01/2023	105.82	PB	Paid off £481.79 16.01.23
Aldi shop	17/01/2023	187.59	PB	
Aldi shop	20/01/2023	136.01	PB	Paid off £136.01 30.01.23
Aldi shop	20/01/2023	146.93	PB	Paid off £146.93 30.01.23
Aldi shop	24/01/2023	126.31	PB	Paid off £603.97 02.02.23
Aldi shop	24/01/2023	16.15	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	136.58	PB	Paid off £603.97 02.02.23
Aldi shop	27/01/2023	97.86	PB	Paid off £603.97 02.02.23
Aldi shop	30/01/2023	122.51	PB	Paid off £603.97 02.02.23
Aldi shop	31/01/2023	104.56	PB	Paid off £603.97 02.02.23
Aldi shop	02/02/2023	106.93	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	121.09	PB	Paid off £579.20 07.02.23
Aldi shop	02/02/2023	173.02	PB	Paid off £579.20 07.02.23
Aldi shop	03/02/2023	54.56	PB	
Aldi shop	07/02/2023	138.47	PB	Paid off £579.20 07.02.23
Aldi shop	07/02/2023	39.69	PB	Paid off £579.20 07.02.23
Aldi shop	10/02/2023	128.81	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	105.80	PB	Paid off £616.53 15.02.23
Aldi shop	10/02/2023	12.75	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	128.94	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	86.57	PB	Paid off £616.53 15.02.23
Aldi shop	14/02/2023	153.66	PB	Paid off £616.53 15.02.23
Aldi shop	17/02/2023	118.01	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	165.37	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	43.68	PB	Paid off £349.86 17.2.23
Aldi shop	17/02/2023	22.80	PB	Paid off £349.86 17.2.23
Aldi shop	21/02/2023	94.49	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	168.06	PB	Paid off £603.43 02.03.23
Aldi shop	21/02/2023	21.28	PB	Paid off £603.43 02.03.23
Co-op	22/02/2023	13.30	PS	Hospitality stuff for Sub Pantry G
Aldi shop	23/02/2023	138.36	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	119.96	PB	Paid off £603.43 02.03.23
Aldi shop	24/02/2023	61.28	PB	Paid off £603.43 02.03.23
Aldi shop	28/02/2023	138.36	PB	Paid off £542.11 10.03.23
ReallyUseful storage	02/02/2023	131.89		
Aldi shop	03/03/2023	148.21	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	104.37	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	39.27	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	65.40	PB	Paid off £542.11 10.03.23
Aldi shop	07/03/2023	46.50	PB	Paid off £542.11 10.03.23
Aldi shop	10/03/2023	58.83	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	116.58	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	120.64	PB	Paid off £403.80 14.03.23
Aldi shop	10/03/2023	107.75	PB	Paid off £403.80 14.03.23

Aldi shop	14/03/2023	45.81	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	95.05	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	29.29	PB	Paid off £298.69 16.03.23
Aldi shop	14/03/2023	128.54	PB	Paid off £298.69 16.03.23
Aldi shop	17/03/2023	455.37	LS	
Aldi shop	17/03/2023	51.25	PB	
Aldi shop	21/03/2023	144.28	PB	Paid off £439.64 31.03.23
Aldi shop	21/03/2023	47.03	PB	Paid off £439.64 31.03.23
Aldi shop	24/03/2023	310.45	LS	
Aldi shop	28/03/2023	135.14	PB	Paid off £439.64 31.03.23
Aldi shop	28/03/2023	113.19	PB	Paid off £439.64 31.03.23
Aldi shop	31/03/2023	213.90	PB	Paid off £624.15 05.04.23
Aldi shop	31/03/2023	199.30	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	112.29	PB	Paid off £624.15 05.04.23
Aldi shop	04/04/2023	98.66	PB	Paid off £624.15 05.04.23
Aldi shop	05/04/2023	132.01	LS	
Aldi shop	06/04/2023	85.95	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	110.91	PB	Paid off £353 11.04.23
Aldi shop	06/04/2023	154.87	PB	Paid off £353 11.04.23
Aldi shop	11/04/2023	183.62	PB	Paid off 382.58 17.04.23
Aldi shop	11/04/2023	90.21	PB	Paid off 382.58 17.04.23
Aldi shop	14/04/2023	108.75	PB	Paid off 382.58 17.04.23
Aldi shop	18/04/2023	139.81	PB	Paid off £515 21.04.23
Aldi shop	21/04/2023	366.97	LS	Paid off £515 21.04.23
Aldi shop	24/04/2023	151.29	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	197.13	PB	Paid off 405.01 26.04.23
Aldi shop	24/04/2023	56.59	PB	Paid off 405.01 26.04.23
Aldi shop	28/04/2023	210.00	PB	Paid off 444.35 03.05.23
Fareshare	30/04/2023	65.00		April 23 membership
Aldi shop	02/05/2023	125.30	PB	Paid off 444.35 03.05.23
Aldi shop	02/05/2023	109.05	PB	Paid off 444.35 03.05.23
Aldi shop	05/05/2023	113.49	PB	Paid off £327.03 11.05.23
Aldi shop	05/05/2023	108.02	PB	Paid off £327.03 11.05.23
Aldi shop	09/05/2023	105.52	PB	Paid off £327.03 11.05.23
Aldi shop	12/05/2023	116.69	PB	Paid off £350.95 19.05.23
Aldi shop	12/05/2023	94.25	PB	Paid off £350.95 19.05.23
Aldi shop	16/05/2023	140.01	PB	Paid off £350.95 19.05.23
Aldi Shop	19/05/2023	237.56	PB	Paid off £675.70 24.05.23
Aldi Shop	19/05/2023	227.18	PB	Paid off £675.70 24.05.23
Aldi Shop	23/05/2023	210.96	PB	Paid off £675.70 24.05.23
Aldi Shop	26/05/2023	22.95	PB	Paid off £444.04 02.06.23
Aldi Shop	26/05/2023	130.97	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	133.35	PB	Paid off £444.04 02.06.23
Aldi Shop	30/05/2023	156.77	PB	Paid off £444.04 02.06.23
Fareshare	31/05/2023	65.00		May 23 membership
Aldi Shop	03/06/2023	121.61	PB	Paid off 373.99 08.06.23 (121.61)

Aldi Shop	03/06/2023	102.38	PB	Paid off 373.99 08.06.23 (121.61
Aldi Shop	05/06/2023	156.45	PB	Paid off 373.99 08.06.23 (121.61
Aldi Shop	09/06/2023	187.02	PB	Paid off 690.60 14.06.23
Aldi Shop	09/06/2023	299.26	LS	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	109.56	PB	Paid off 690.60 14.06.23
Aldi Shop	13/06/2023	94.76	PB	Paid off 690.60 14.06.23
Aldi Shop	16/06/2023	134.01	PB	Paid off 462.82 23.06.23
Aldi Shop	16/06/2023	152.66	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	82.50	PB	Paid off 462.82 23.06.23
Aldi shop	20/06/2023	93.65	PB	Paid off 462.82 23.06.23
Aldi shop	23/06/2023	136.23	PB	
Aldi shop	23/06/2023	181.32	PB	
Fareshare	23/06/2023	65.00		June 23 membership
Aldi shop	27/06/2023	316.84	LS	
Aldi shop	27/06/2023	87.34	PB	Paid off 699.39 29.06.23
Aldi shop	30/06/2023	123.29	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	64.56	PB	Paid off 305.55 03.07.23
Aldi shop	30/06/2023	117.70	PB	Paid off 305.55 03.07.23
Aldi shop	03/07/2023	144.15	PB	
	08/07/2023	0.00		No Pantry
Aldi shop	11/07/2023	37.41	PB	
Aldi shop	11/07/2023	95.29	PB	
Aldi shop	13/07/2023	157.59	PB	
Aldi shop	18/07/2023	71.73	PB	
Aldi shop	21/07/2023	35.61	PB	
Aldi shop	21/07/2023	69.48	PB	
Aldi shop	25/07/2023	60.62	PB	
Fareshare	26/07/2023	65.00		July 23 membership
Aldi Shop	28/07/2023	88.45	PB	
Really Useful Storage	31/07/2023	-116.90	credit	
Aldi shop	01/08/2023	104.13	PB	
Aldi shop	04/08/2023	103.48	PB	
Aldi shop	04/08/2023	58.46	PB	
Aldi shop	08/08/2023	90.07	PB	
	12/08/2023	0.00		No Pantry (hort show)
Aldi shop	15/08/2023	116.80	PB	
Aldi shop	15/08/2023	50.49	PB	
Aldi shop	17/08/2023	70.07	PB	
Aldi shop	17/08/2023	56.82	PB	
Aldi shop	22/08/2023	181.10	PB	
Aldi shop	25/08/2023	94.64	PB	
Aldi shop	29/08/2023	94.90	PB	
Aldi shop	01/09/2023	76.84	PB	
Fareshare	01/09/2023	65.00		August 23 membership
Aldi	05/09/2023	90.69	PB	
Aldi	08/09/2023	57.65	PB	

Aldi	08/09/2023	40.62	PB	
Aldi	12/09/2023	50.01	PB	
Aldi	12/09/2023	36.20	PB	
Aldi	12/09/2023	62.96	PB	
Aldi	15/09/2023	77.10	PB	
Aldi	15/09/2023	25.53	PB	
Aldi	19/09/2023	41.58	LP	
Aldi	19/09/2023	46.93	CP	
Aldi	22/09/2023	47.36	CP	
Aldi	22/09/2023	84.99	CP	
Aldi	26/09/2023	73.16	PB	
Aldi	29/09/2023	49.14	PB	
Fareshare	01/10/2023	65.00		Sept 23 membership
Aldi	03/10/2023	53.18	PB	
Aldi	03/10/2023	44.20	PB	
Aldi	06/10/2023	48.33	PB	
Aldi	10/10/2023	26.57	PB	
Aldi	13/10/2023	79.12	PB	
Aldi	13/10/2023	33.93	PB	
Aldi	17/10/2023	84.40	PB	
Aldi	17/10/2023	79.34	PB	
Aldi	20/10/2023	66.31	PB	
Aldi	24/10/2023	68.01	PB	
Fareshare	25/10/2023	65.00		Oct 23 membership
Aldi	27/10/2023	170.87	PB	
Aldi	31/10/2023	62.48	PB	
Aldi	03/11/2023	60.23	PB	
Aldi	07/11/2023	69.38	PB	
Aldi	14/11/2023	55.73	PB	
Aldi	17/11/2023	25.07	PB	
Aldi	21/11/2023	56.02	PB	
Fareshare	25/11/2023	65.00		Nov 23 membership
Aldi	28/11/2023	52.10	PB	
Aldi	01/12/2023	77.25	PB	
Aldi	08/12/2023	110.26	PB	
Aldi	15/12/2023	76.87	PB	
Aldi	20/12/2023	86.95	PB	
Aldi	20/12/2023	86.84	PB	
Aldi	29/12/2023	75.56	CP	
Aldi	05/01/2024	51.42	PB	
Aldi	12/01/2024	131.87	PB	
Aldi	19/01/2024	108.28	PB	
Aldi	19/01/2024	88.11	PB	
Aldi	26/01/2024	118.48	PB	
Aldi	26/01/2024	108.67	PB	
Aldi	02/02/2024	99.25	PB	

Aldi	09/02/2024	106.09	PB	
Aldi	16/02/2024	46.70	PB	
Aldi	16/02/2024	78.79	PB	
Fareshare	16/02/2024	65.00		Dec 23 membership
Fareshare	16/02/2024	65.00		Jan 24 membership
Aldi	23/02/2024	75.03	PB	
Aldi	28/02/2024	94.25	PB	
Fareshare	01/03/2024	65.00		Feb 24 membership
Aldi	07/03/2024	247.70		PB
Aldi	15/03/2024	125.55		PB
Aldi	15/03/2024	7.63		PB
Aldi	22/03/2024	247.64		PB
Aldi	28/03/2024	140.62		PB
Fareshare	03/04/2024	65.00	PB	Mar 24 membership
Aldi	05/04/2024	105.73		PB
Aldi	12/04/2024	82.40		PB

total out **32805.74**

Balance of Funds **1322.47**

Av. Sat footfall from 13.01.24 **15**
Future funding Approx. wks 24 weeks

Transfers between bank accounts for financial year 2023/24

Date	A/C (from)	A/C (to)	Reference	Amount deposited	Amount redeemed	Deposit approved by	Redemption approved by
08.09.23	Barclays Business Premium (Current)	Public Sector Deposit Account	CIL 08/23 Part 1	£50,000.00		LP/DE	
13.09.23	Barclays Business Premium (Current)	Public Sector Deposit Account	CIL 08/23 Part 2	£50,000.00		LP/DE	
13.09.23	Barclays Business Premium (Current)	Public Sector Deposit Account	CIL 08/23 Part 3	£50,000.00		LP/DE	
15.09.23	Barclays Business Premium (Current)	Public Sector Deposit Account	CIL 08/23 Part 4	£50,000.00		LP/DE	
30.11.23	Public Sector Deposit Account	Barclays Business Premium (Current)	Nov 23 CIL 1/4		£50,000.00		DE/HD
13.02.24	Public Sector Deposit Account	Barclays Business Premium (Current)	CIL 24 2/4		£50,000.00		DE/HD
27.03.24	Public Sector Deposit Account	Barclays Business Premium (Current)	Yr end balance return from CIL to gen. reserve		£138,231.83		DE/HD
				£200,000.00	£238,231.83		

Appendix 6

Virements from general reserves 2023-24

#	Description	Actual YTD	2023-24 budget	Variance	% spent	Comment
5	Staff salaries & wages	68695	55667	-13028	123%	NI/Tax & Pension underspend, offsets salary overspend by £8705, leaving variance of £4323 or 104%. NB all outstanding Employer's Allowance repaid to HMRC
6	IT Costs	2963	2500	-463	119%	Purchase of 2nd laptop to run remote meetings & increase in Microsoft office subs
7	Storage Space	720	360	-360	100%	Bowser storage costs
8	Allotment maintenance	160	100	-60	16%	Hedge cutting cost increase
9	Allotment water	361	350	-11	103%	Cost increase



To whom it may concern,

I am pleased to let you know that the Community Council has reserved funds within its annual budget to award grants to community organisations which can demonstrate a clear need for financial support to benefit local residents.

A copy of the application form along with guidance notes is attached.

If you would like to apply for a Grant, the application form must be completed and returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate

If your organisation/project previously received a Grant from the Council, it is imperative that you also complete and return the Grant Feedback form in Appendix One.

If you would like support completing the application form, visit our office in Chapel Road, or email/phone using the contact details below.

**Clerk to the Council Llanharan
Community Council**

clerk@llanharan-cc.gov.wales
01443 231430
2 Chapel Road
Llanharan
CF72 9QA

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Guidance Notes

Please read the guidance notes before completing the form:

Llanharan Community Council awards grants, at its discretion, to community organisations which can demonstrate a clear need for financial support to benefit residents of the Llanharan Community Council Wards by;

- providing a service
- enhancing a quality of life
- improving the environment
- promoting Llanharan Community Council area in a positive way.

We suggest any applicants speak with the Clerk to the Council prior to requesting a grant; you may also seek assistance/guidance from your local Councillor.

Eligibility

Grants will not be made;

- to organisations situated outside the area administered by Llanharan Community Council, unless a clear benefit to the inhabitants of the Community can be established. In such cases, supporting information demonstrating the level of benefit must be provided
- to organisations that are socially exclusive, e.g., where there are unreasonable restrictions on membership inconsistent with equal opportunities
- to organisations established for party political purposes or promoting religious purposes
- where the aims and objectives of the organisation are inconsistent with the values of the Community Council.
- no grant will be awarded to or for any commercial venture for private gain

- the grant cannot fund the purchase of alcohol, wages, loans or interest payments or VAT that you can recover
- no retrospective applications will be considered.

Grants will be considered under the following criteria:

The organisation must be non-profit making or charitable (i.e. an independent group that does not make profit to pay Directors, Members of Shareholders; normally run by volunteers). Grants will not be made to individuals and would not normally exceed 50% of the cost of the project or activity.

Grants will not be made retrospectively and only one application for a grant will be considered from each organisation in any one financial year.

All grants must be used within one year from the award being made.

All grants are awarded on a one-off basis – if required for subsequent years a new application must be submitted each year.

A grant may only be used for the purpose set out in the application and it cannot be given or transferred to any other group.

Any monies not used, in part or full, for the agreed purpose must be immediately returned to the Community Council.

At the Council's discretion, for large grants, (over £500) groups may be subject to a visit by the Clerk and/or Councillors to see how the grant has been administered or copies of documentation requested.

The Council will require details of how the money has been spent within 1 year of the award being made (Appendix Two).

Recognition of the grant from the Llanharan Community council must be made in any publicity and in the Group's accounts.

The Council may use the name of your Group and its project in our own publicity material where appropriate.

All grants are at the discretion of the council:

All applications will be considered on their merits and subject to providing the supporting documentation as requested on the application form. Incomplete applications will be returned and may not be re-considered. Especially if the budget is depleted.

Groups may be asked to make a brief presentation to Council Members.

If required, it is the applicant's responsibility to ensure that public liability insurance is in place.

The Council will take into consideration any previous grants made to an organisation when considering a new application.

Grants – DATA PROTECTION

Your Personal Data – The information in this application will be held by Llanharan Community Council for considering your grant application. The information that you have provided in the application form above will be presented to a Council meeting and become a permanent public record in the Council minutes. The contact information for the application will be retained for up to 7 years as an audit trail for our expenditure and may be shared with relevant authorities when requested by them. This data will be controlled by Llanharan Community Council – for further information, please contact the Clerk on 01443 231430. More information can be found in our Privacy Notice which can be seen on the Council's website at llanharancc.webs.com or from the Council Offices.

LLANHARAN COMMUNITY COUNCIL

Grant Aid Application Form

The maximum grant available is up to £2,000.

No payments will be paid by cash.

SECTION A: ABOUT YOU	
Name of Organisation: (Please note that if you are successful, payment will be made to a bank account registered in this name).	Dolau Primary School Parent Teachers
Registered Charity Number (<i>if applicable</i>)	N/A
Name of Main Contact: (All correspondence will be addressed to this person)	Mrs Khadra Fraser
Full Postal Address of Applicant:	Dolau Primary School Bridgend Road Llanharan CF72 9RP
Contact Telephone Number:	Daytime: 07599 494 171 Mobile: 07599 494 171
Main Contact Email Address:	DolauPTA@gmail.com
Has the organisation received Grant Aid from Llanharan Community Council in the past 3 years? No.	
If the answer is yes, please complete the box below:	
Date	Amount
	£

	£
	£
	£
Has an Appendix Two, 'Grant spend confirmation form' been satisfactorily completed for the most recent grant Appendix Two MUST be completed for the application to be considered.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Please provide a brief description of the main aims and activities of the organisation applying for a Grant.

As the Parents Teachers Association (PTA) of Dolau Primary school, our most significant aim is to create a better place for the Children of Llanharan to learn. We do this by fostering a culture of community between parents, teachers and the children to raise funds to cover costs that the standard school funding would not be able to. The PTA will allocate funds in alliance with the schools current needs. It is worth noting that Dolau Primary school is the teaching environment for over 500 children. A significant number of Llanharan's school aged children will be attending this school.

Other aims that we focus on are raising school standards by giving parents a vital opportunity to be actively involved in their children's learning and school environment. We as an establishment also work hard to establish a positive line of communication between parents and the teachers/school systems. We also give children the opportunity to experience more, learn more, see more and to have a more varied learning experience. This all comes from the money we raise from our group of parent volunteers.

As a brand new PTA team, we have so far planned and carried out a Halloween disco for all years of the school (nursery through to year 6). The children absolutely loved this event. It gave them a great opportunity to socialise and create fun memories and associations within the school. It allowed them to practice life skills, such as how to carry out a purchase and manage their money etc, in a safe and familiar environment. It allowed them to be creatively expressive with their costumes and to most importantly - be children.

We have also completed Christmas concert refreshments for parents. Giving them a chance to mingle and create relationships whilst also raising money for their children's school. We also have organised and delivered "Christmas Movie nights" for the children which was fantastic. The kids were able to again socialise with their peers in a safe and nurturing environment and enjoy some Christmas activities.

In the coming year we have events booked for the more notable days (Valentines day, St Davids day etc.) but we are hoping to establish more systems that would support the children within their day to day lives and to ensure their school experience and environment is such that will see them flourish and enhance their quality of life. This is done and achieved by funding. Funding which the school itself just would not be able to cover.

How many people are involved in the organisation and approximately what percentage of them live in the Llanharan Community Council area?

We consist on the following:

Chair
Treasurer
Secretary X2

We also have a volunteer group of 20 parents who commit as much time as they can.

100% of us live within Llanharan.

Are you a not for profit organisation?

Yes No

How long has the organisation been established?

As a brand new PTA team we are not sure exactly when the PTA group was formed, but a PTA has been established as Dolau Primary school since at least 2013.

SECTION B: WHY ARE YOU APPLYING FOR GRANT AID?

Please provide a brief description of specifically what you intend to use the Grant Aid for?

We intend to use the Grant to aid us in the running of our planned activities for the rest of the academic year. These include:

Movie nights - These events include organising film evenings and snack bags for children from year 3 and above. We would use the grant to fund the snack bags/drinks/refreshments that we give out to the children. These refreshments are tailored for children with any food allergies/intolerances. Every child is included.

Treasure hunt trail - this is a treasure hunt style event for the younger children who cannot attend film evenings. As mentioned above, we don't leave any children out and work very hard to provide events for every child. We would use the grant aid here to purchase the participation gift for the children from nursery years up to year 2.

Summer Fete - We would use the grant aid to assist with putting on the summer fete. This would go towards the setting up of stalls, purchasing of goods, securing entertainment for the event, food, decorations and much more. We are hoping this will be a fantastic event, not just for the children but for many many families within our community.

Leavers event - The year 6s who will be leaving Dolau and moving onto Comprehensive school will have a festival themed event for a leavers celebration. We would use the grant aid to support the costs of this day. It would go towards festival themed stalls, food, potentially live music, water fights and much more to commemorate such a big moment for our local year 6s.

Ice-cream van visit - our final event of the year will see the PTA fund an ice-cream for each child in the school during the last week of term. Again, any allergies or intolerances will be accounted for and all children will be able to have a treat before the end of school for summer.

How will the Grand Aid benefit the Community?

The Grant Aid will greatly benefit the children of the community. We thrive on creating memory making moments for the children and their school experience. We are confident that these events would create happy and long lasting memories for the children and see that children who may not receive such celebrations at home, would receive them through their school. We also take inclusivity seriously so would ensure that all children with allergies/dietary concerns would be catered for.

Please provide the dates you intend to start and finish the project.

Start Date:21/05/2024

Completion Date:15/07/2024

SECTION C: How much Grant Aid is being applied for?

What is the total cost of the project/items for which Grant Aid is required? £1500

What is the amount of Grant Aid the organisation would like to apply for? £1500

What other sources of funding have been approached, or are available for the project?

PTA own raised funding.

Supply the following information dependant on grant applied for.

A. Up to £100

- Organisation/Group constitution or rules

B. £101 - £499

- Income and expenditure account/balance sheet
- Last bank statement **for ALL bank accounts**
- Constitution or rules
- VAT registration
- Is the organisation profit making?
- Provide quotations for items the Grant will be used for.

C. £500 - £2,000

- As requested in B
- Latest audited/ratified accounts and balance sheet.

Section D: Sustainability

Will the project/activity continue after this funding has ended?

Yes

No

If yes, provide details.

Section E: Payment Details

If your application is successful, payment will be made using the details below.

Account Name (*Use name of the organisation applying as in Section A*)

Dolau county Primary Parent Teacher

Account Number

24629868

Sort Code

30-99-50

SECTION F: Completing the application

Your Signature – This must be the signature of the main contact named in Section A

Declaration:

- i. I certify that the information contained in this application is correct.
- ii. If the information changes in any way I will inform Llanharan Community Council.

Signed:

Date:

Please note that this form requires two signatures:

Second Signature:

Position held in organisation:

Signed:

Date:

Completed application forms should be returned to:

Clerk to the Council
Llanharan Community Council
2 Chapel Rd
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430

Checklist:-

- ✓ A copy of the organisations Constitution or rules to be provided
- ✓ Two signatories on the form.
- ✓ Submission of the application form is completed before the deadline date.

- ✓ You have considered any Equality impact issues in your application.
- ✓ If you previously received a grant from Llanharan Community Council, complete and include the feedback from in Appendix One and Appendix Two.

Please note any applications received after the deadline dates may not be considered.

For any further information or assistance in completing the form please contact Llanharan Community Council on 01443 231430



Appendix One

Llanharan Community Council Grant Feedback

Name:	
Organisation:	
Address:	
Telephone:	
Email address:	
Website:	
Reason for previous application: (Project/activity name/details)	
Amount received:	
Date received:	

I was happy with the application process?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If your answer to the above question is no, please give further details to enable us to improve the application process.	
How has the donation made a difference to the Community?	

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

If you do NOT wish to have your photographs published tick this box

Return the completed form to:

**Clerk to the Council Llanharan
Community Council 2 Chapel
Road
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430**



Appendix Two

Llanharan Community Council Grant Spend Confirmation Form

Required for grants of £500 or more

Name:	
Organisation:	
Address:	
Telephone:	
Email address:	
Date & Amount granted:	
Specific reason for grant: What was the grant for:	
Was the entire amount granted spent on what was in the application? If not provide a narrative on what it was spent on and/or how much of the grant remains unspent.	

Officers note: Is evidence required? (If over £500 applicant to provide invoices)	
Did the donation achieve its aims in relation to making a difference to the Community?	

Llanharan Community Council welcomes feedback and photographs on all good causes that we have supported.

Should you provide photographs, these may be used for marketing purposes.

If you do NOT wish to have your photographs published tick this box

Return the completed form to:

**Clerk to the Council Llanharan
Community Council 2 Chapel
Road
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430**

If your application is successful, payment will be made using the details below.

Account Name (*Use name of the organisation applying as in Section A*)

Dolau county Primary Parent Teacher

Account Number

24629868

Sort Code

30-99-50


SECTION F: Completing the application

Your Signature – This must be the signature of the main contact named in Section A

Declaration:

- i. I certify that the information contained in this application is correct.
- ii. If the information changes in any way I will inform Llanharan Community Council.

Signed:



Date: 10/2/24

Please note that this form requires two signatures:

Second Signature:



C. LEE-BRASSINGTON

Position held in organisation:

CHAIRPERSON

Signed:



Date: 10/2/24

Completed application forms should be returned to:

Clerk to the Council
Llanharan Community Council
2 Chapel Rd
Llanharan
CF72 9QA
clerk@llanharan-cc.gov.wales
01443 231430

Checklist:-

- ✓ A copy of the organisations Constitution or rules to be provided
- ✓ Two signatories on the form.
- ✓ Submission of the application form is completed before the deadline date.

Evidence

- Latest audited/ratified accounts and balance sheet - Not applicable. We have not been established as a new team long enough for our accounts to be audited.
- We are not VAT registered as a PTA.
- The organisation is not for profit.

Income and expenditure account/balance sheet - included

Last bank statement for ALL bank accounts - included

Provide quotations for items the Grant will be used for

At present, the cheapest we have found Easter eggs are within supermarkets and retailing for about £1.20 each. An Easter bunny found only on Aldi retails at £0.99
Please see links below:

Aldi - £0.99 bunny or £1.20 egg

[Dairyfine Milk Chocolate Bunny 100g | ALDI](#)

[Cadbury Dairy Milk Buttons Easter Egg Carton 98g | ALDI](#)

[Smarties Milk Chocolate Egg 119g | ALDI](#)

Tesco - Clubcard price deals would see Easter eggs come down to £1.20

[Maltesers Milk Chocolate Easter Egg 127g - Tesco Groceries](#)

Tesco free from eggs £3 each = total £30

[Tesco Free From Chocolate Egg With Buttons 115G - Tesco Groceries](#)

Dolau Primary School Parent Teacher Association

Constitution

1. Title
The Association shall be known as Dolau Primary School Parent Teacher Association (often simply referred to as the PTA)
2. Aims
The aims of the Association are to advance the education and wellbeing of the pupils of the school by providing or assisting in the provision of facilities for education at the school (not normally provided by the Local Authority). This includes:-
 - a) promoting close co-operation and communication between parents and teachers
 - b) studying and discussing matters of mutual interest relating to the education and welfare of pupils
 - c) engaging in activities which support and advance the education of the pupils attending the school, including fundraising and after school activities
3. Membership
The Members of the Association shall comprise all parents or guardians of children attending the school (including nursery class) and all teachers employed at the school.
4. Powers of the Association
The Association shall have the power to do anything considered by the General Committee to be in furtherance of the aims. This includes the power:-
 - a) to raise funds and invite and receive contributions in furtherance of the aims of the Association
 - b) to purchase, retain and sell any assets of any description
 - c) to pay from the funds of the Association all the proper costs and expenses incurred by the General Committee in establishing and administering the charity and funds of the Association.
 - d) to reimburse themselves out of the funds of the Association created in the performance or exercise of their duties and powers
 - e) to establish and operate both current accounts and deposit accounts with bankers in the name of the Association provided that cheques drawn on such accounts shall not be signed by less than two members of the General Committee
5. Office Bearers
 - A. Chairperson
 - B. Secretary X2
 - C. Treasurer
6. Finance
Funds of the Association shall be lodged in a bank, building society or other account in the name of the Association. Cheques shall be drawn or withdrawals made against the signatures of two named Committee members.
The Treasurer shall be responsible for keeping accurate records of the financial transactions of the Association and for the administration of Dolau Primary School

Giving Scheme, the regular giving scheme for the parents and supporters of Dolau Primary School.

The Association's financial year shall end on the last day of July in each year. The Committee shall be responsible for ensuring that all property/money received by/for the Association shall be applied for the aims of the Association.

7. Dissolution

If it becomes necessary to dissolve the Association, by reason of it being impossible to achieve the objectives for which the Association is set up, this decision must be made by the acting Headteacher of the school. Any remaining funds should be distributed for the benefit of the children at the school.

Dolau PTA - Accounts

Dec-23

Date	Retail	Who?	Description	Debit	VAT	Total Debit
9/12/2023	Coop	Chris	Dairy Free chocolate selection boxes	£32.00	£0.00	£32.00
18/12/2023	Aldi	Aimee / Khadra	Refund Mince pies	-£74.12	£0.00	-£74.12
7/12/2023			Concert / Raffle takings			
14/12/2023			Concert / Raffle takings			
18/12/2023	Aldi	Aimee / Khadra	Extra crackers for OAP dinner / Drinks / snacks for film nights (used left over from Halloween disco too)	£21.77	£4.35	£26.12
19/12/2023	Tesco	Aimee	Refund for coffee / tea / oat milk not used	-£16.51	£0.00	-£16.51
19/12/2023	Tesco	Aimee	Additional selection boxes	£7.24	£0.00	£7.24
19/12/2023	Aldi	Aimee	Refund for mince pies	-£8.72	£0.00	-£8.72
19/12/2023	Aldi	Aimee	Jive bars / Squash for Christmas film nights	£4.08	£0.00	£4.08
21/12/2023	Bookers	Khadra	Bags for popcorn - film night	£11.49	£2.30	£13.79
21/12/2023	Asda	Khadra	Popcorn for film night	£1.50	£0.00	£1.50
21/12/2023	the Works / Aldi	Chris	Chris - receipts - purchases for film night	£24.85	£0.00	£24.85
21/12/2023	Poundland / Tesco / Asda	Sadie	Sadie - receipts - purchases for film night	£24.18	£0.00	£24.18

From: [Dolau PTA](#)
To: [The Clerk / Project Officer](#)
Subject: Re: Grant Application - Dolau School PTA
Date: 15 April 2024 15:57:22

Hello Leigh,

I've spoken with our Treasurer and unfortunately we were not provided with any historic documentation when we were established as the PTA. We are trying to obtain a yearly statement for evidence if this is needed retrospectively. Our expenditure only starts in October as this is when we first start purchasing items ready for the halloween disco. Our expenditure also "stops" in February as we have not made any purchases since this point, the February purchases were made for our Valentines day disco.

Thank you so much for your help,

Khadra

On Mon, 15 Apr 2024 at 15:51, The Clerk / Project Officer <project@llanharan-cc.gov.wales> wrote:

Hi Khadra,

If you can't get access to them let me know and I'll present the application as is.

I have spoken to Cllr Turner and I understand the circumstances a little better, I'm sure they will take that into account.

Best regards

Sent from [Outlook for iOS](#)

From: Dolau PTA <dolaupta@gmail.com>
Sent: Monday, April 15, 2024 2:11:03 PM
To: The Clerk / Project Officer <project@llanharan-cc.gov.wales>
Subject: Re: Grant Application - Dolau School PTA

Hi Leigh,

Thank you for your email.

I'm currently speaking with our Treasurer to establish if we have access to the previous groups documents. If we don't, is there anything else we could provide in its absence?

Thank you

Khadra

On Mon, 15 Apr 2024 at 13:50, The Clerk / Project Officer <project@llanharan-cc.gov.wales> wrote:

Hi Khadra,

A full 12 months of income/expenditure is required.

I can only see 18th October 2023 to 10th February 2024.

Regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

llanharan-cc.gov.uk

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From: Dolau PTA <dolaupta@gmail.com>

Sent: Monday, April 15, 2024 1:44 PM

To: The Clerk / Project Officer <project@llanharan-cc.gov.wales>

Subject: Re: Grant Application - Dolau School PTA

Good Afternoon Leigh,

Thank you for your call and for your email.

I have attached our expenditure form for your review.

To clarify, my role is the secretary.

Of course. We are seeking this grant as a portion of our balance is secured for other outgoings the PTA will need to cover. These include gardening and outdoor repairs within the school, momentums for this year's leavers and other ad hoc outgoings which sporadically arise. We also will need to outlay a portion of this money in order to set up our intended events. With this in mind, the grant requested would provide a lifeline to continue with our events mentioned within the application and ensure the local children and families are provided with enriching experiences but also that we are able to continue to effectively raise funds that our school and community so desperately needs.

I hope this helps,

Khadra

On Mon, 15 Apr 2024 at 12:19, The Clerk / Project Officer <project@llanharan-cc.gov.wales> wrote:

Good morning Khadra,

As discussed , to accompany your grant request, I require the following documents for the organisation please.

- Income / expenditure for the previous year.

Could you also provide a narrative as to why you require a grant given your bank balance please.

Could you also give details of your role in the organisation please. (eg Treasurer/Secretary etc..)

Best regards

Leigh Smith

Clerk to the Council.

Llanharan Community Council

Clerk@llanharan-cc.gov.wales

project@llanharan-cc.gov.wales

www.llanharan-cc.gov.wales

Tel: 01443 231430 / 07769 266675

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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From: Dolau PTA <dolaupta@gmail.com>

Sent: Sunday, April 14, 2024 7:46 PM

To: The Clerk <clerk@llanharan-cc.gov.wales>

Subject: Fwd: Grant Application - Dolau School PTA

Good evening,

Please find attached our updated and completed Grant Application with supporting documentation.

We are resubmitting our Grant Application for review if possible. I have attached an updated application and an updated Bank statement. If you require any further evidence or information please let me know.

Kind Regards,

Khadra

LLANHARAN COMMUNITY COUNCIL

Treasury & Investment Policy

1. Policy Background

- 1.1 Llanharan Community Council's treasury and investment policy and its associated strategy are conducted in accordance with:
- i) The Local Government Act 2003 (the Act) and supporting regulations. This requires the Council to prepare an Annual Investment Strategy which sets out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.
 - ii) The statutory guidance on local government investments (issued subsequent to the Act) which requires the production of an Annual Investment Strategy and gives guidance on how this should be completed.
- 1.2 It is uncommon for a community council to hold investments other than in the form of easily accessible bank deposits or other short-term savings accounts. These are often used to maximise income from cash balances during the financial year.
- 1.3 The legislation and associated guidance are optional for community councils where investments are not expected to exceed £100,000 and no action is required below £10,000. However, for Councils where the sums involved exceed £100,000, the guidance is mandatory.

2. Definitions

- 2.1 Investments – all investments of more than 12 months in duration. This is treated as capital and all sums involved must be used for capital expenditure when the investment period ends.
- 2.2 Treasury – all cash deposits held in bank accounts which includes bonds of up to 12 months in duration.

3. Policy Objectives

- 3.1 The overriding policy objectives are:
- i) To invest prudently to ensure the security of the principal sums.
 - ii) To maintain liquidity in the portfolio to meet the council's spending plans.
 - iii) To mitigate risk.
 - iv) To seek the optimum returns available whilst remaining consistent with the proper levels of security and liquidity.

4. Investment Policy

- 4.1 The Council will not hold funds other than in bank accounts or deposit bonds of 12 months or less in duration.

5. Treasury Policy

- 5.1 The Council will hold **all** funds as instant access either as cash deposits in banks accounts or with CCLA Public Sector Deposit Fund rated as AAmmf (Money Market Fund). AAmmf signifies the highest credit quality rating assigned by credit rating agency Fitch.
- 5.2 A business account will be maintained with sufficient funds for day to day transactions and to receive the precept and business income.
- 5.3 Currently all of the Councils cash deposits, both current account and reserves reside with Barclays Bank & the CCLA Public Sector Deposit Fund.
- 5.4 Full Council approval is required if a deposit is with an institution with which the council does not already hold an account. The RFO has delegated authority to deposit funds in the CCLA Public Sector Deposit Fund with approval from PSDF mandate holders and report this back to the council.
- 5.5 Risk Warning - it must be noted that the purchase of PSDF shares is not the same as making a deposit with a bank or other deposit taking body and is not a guaranteed capital return.

A procedure for making a deposit can be found in Appendix A

Appendix A

Procedure for Deposits

1. RFO to identify an appropriate deposit account or short-term bond with a financial institution that fits with the council's treasury policy.
2. Approval of full council is sought if the deposit is with a financial institution not currently used by the council.
3. The RFO actions the opening of the account and the setting up of the bank mandate. for council members to sign in accordance with the financial regulations.
4. Two PSDF mandate holders action the deposit/transfer of funds via a completed PSDF subscription note and deposits will be raised up to a maximum daily limit of £50 000 following the normal payment procedure as detailed in the financial regulations.
5. Details of the the deposit/subscription to be reported to the council.

Procedure for Bank Transfers

1. Delegated authority is given to the RFO to make transfers between the accounts of the same bank without prior approval of the council.
2. Transfers from PSDF to the Barclays Current Account will be identified in the first instance by the RFO and approved by 2 PSDF mandate holders via a completed redemption form.
3. Details of all transfer/redemption to be reported to the council.

Adopted by Council: Minute Ref:

06 FEB 2023

Fitch Affirms 2 CCLA Money Market Funds at 'AAAmmf'

Fitch Ratings - London - 06 Feb 2023: Fitch Ratings has affirmed two money market funds (MMF) managed by CCLA Investment Management Limited (CCLA) at 'AAAmmf':

CCLA - COIF Charities Deposit Fund (COIF)

CCLA Public Sector Investment Fund - The Public Sector Deposit Fund (PSDF)

KEY RATING DRIVERS

The affirmation of the MMF Ratings is driven by the funds' high credit quality and diversification, high levels of daily and weekly liquid assets and low exposure to interest-rate and spread risks. The ratings also reflect the capabilities and resources of CCLA as investment manager.

CREDIT RISK

The funds' Portfolio Credit Factor (PCF), which is a risk-weighted measure that considers the credit quality and maturity profile of the portfolio securities, met Fitch's 'AAAmmf' rating criterion of 1.5 or less throughout the review period.

LIQUIDITY RISK

The funds had at least 10% of total assets in securities offering daily liquidity and at least 30% of total assets in securities providing weekly liquidity, consistent with the 'AAAmmf' rating range, throughout the review period.

MARKET RISK

The funds' weighted average maturity and weighted average life were below 60 days and 120 days (the 'AAAmmf' rating range), respectively, throughout the review period.

FUND PROFILE

Fitch views the legal and regulatory frameworks of the funds satisfactory.

COIF is a common deposit fund, governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. It is managed as an alternative investment fund and falls under the alternative investment fund managers directive (AIFMD) legislation as defined in the scheme particulars. The fund is authorised and supervised in the UK by the Financial Conduct Authority as a

short-term low volatility net asset value MMF as defined in EU Money Market Fund Regulation 2017/1131.

PSDF is a sub-fund of the umbrella fund, CCLA Public Sector Investment Fund, which is an open-ended investment company that falls under the UCITS directive. The fund is authorised and supervised in the UK by the Financial Conduct Authority as a low volatility net asset value MMF as defined in Regulation (EU) Money Market Fund 2017/1131.

The CCLA COIF Charities Deposit Fund investment objective is to provide a high level of capital security and a competitive yield.

The CCLA Public Sector Investment Fund - The Public Sector Deposit Fund (PSDF) investment objective is to maximise current income consistent with the preservation of principal and liquidity by investing in a diversified portfolio of high quality sterling-denominated deposits and instruments. The primary objective is to maintain the net asset value of the fund at par (net of earnings).

INVESTMENT MANAGER

CCLA is a UK-based fund management group offering a range of fund products. CCLA is jointly owned by CCLA Executive Directors, The CBF Church of England Investment Fund, The COIF Charities Investment Fund and The Local Authorities' Mutual Investment Trust. An independent operational risk, internal audit and compliance team maintains oversight of the fund's operations. At as end-March 2022, CCLA managed approximately GBP13.9 billion of assets. Fitch deems CCLA suitably qualified, competent and capable of managing the rated funds.

RATING SENSITIVITIES

Factors that could, individually or collectively, lead to positive rating action/upgrade:

The ratings are at the highest level on Fitch's scale and therefore cannot be upgraded.

Factors that could, individually or collectively, lead to negative rating action/downgrade:

Fitch's stress testing shows that the ratings are robust at their current levels. However, material negative credit developments (downgrades) in underlying portfolio holdings and /or material unexpected and short-term redemptions could negatively affect the funds' rating profiles, potentially leading to downgrades.

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Rating Actions

ENTITY/DEBT	RATING		RECOVERY	PRIOR
CCLA - COIF Charities Deposit Fund	MMF	AAAmmf	Affirmed	AAAmmf
CCLA Public Sector Investment Fund - The Public Sector Deposit Fund	MMF	AAAmmf	Affirmed	AAAmmf

RATINGS KEY OUTLOOK WATCH**POSITIVE****NEGATIVE****EVOLVING****STABLE****Applicable Criteria**

Money Market Fund Rating Criteria (pub.02 Nov 2021)

Additional Disclosures

[Solicitation Status](#)

[Endorsement Status](#)

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The Public Sector Deposit Fund

Fund fact sheet – 31 March 2024

Investment objective

To maximise the current income consistent with the preservation of principal and liquidity.

Investment policy

The fund will be invested in a diversified portfolio of high-quality sterling denominated deposits and instruments. All investments at the time of purchase will have the highest short-term credit rating or an equivalent strong long-term rating. The fund is actively managed, which means the authorised corporate director uses their discretion to pick investments, in pursuit of the investment objective.

The weighted average maturity of the investments will not exceed 60 days. The fund will not invest in derivatives or other collective investment schemes.

Target investors

The fund is designed for investors who are looking for capital security and a competitive yield for their short-term investments.

Who can invest?

Any public sector organisation can invest in the fund, but it may be marketed to any retail or professional client. Share class 4 is reserved for public sector organisation investment only.

Responsible investment policy

The fund is managed in accordance with CCLA's values-based screening policy which can be found in the policies and reports section on our website.

We monitor our counterparties' environmental, social and governance risk management on a regular basis and take action if necessary. This process is based on the work of our in-house Sustainability team and their data providers. Additional information is available on request.

Key risks

Investors should consider the following risk factors before investing: issuer/credit risk (issuer/financial institution may not pay), market risk (investment value affected by market conditions), operational risk (general business operational risks), maturity profile (timings of investment maturity), liquidity risk (investment in non-readily realisable assets), concentration risk (need for diversification and suitability of investment) and interest rate risk (changes to interest rate affecting income). Please see the fund prospectus for more details.

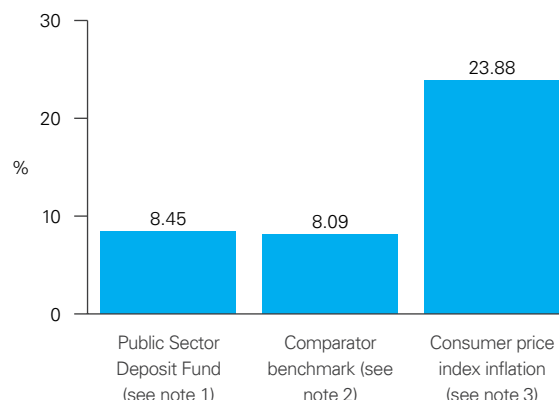
Top 10 counterparty exposures (%)

9.78%	Landesbank Baden-Wuerttemberg
9.78%	Yorkshire Building Society
6.90%	DBS Bank Limited
4.60%	BNP Paribas
4.60%	Landesbank Hessen-Thuringen Girozentrale
4.60%	MUFG Bank
4.60%	Nordea Bank AB
4.60%	Royal Bank of Canada
4.60%	SMBC Bank International plc
4.60%	Sumitomo Mitsui Trust Bank

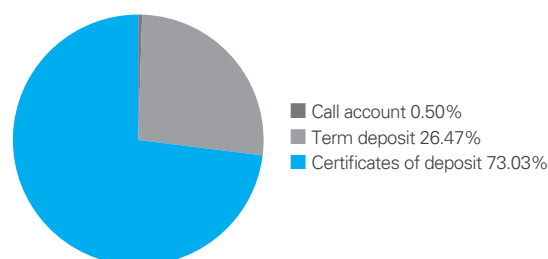
Share class 4 yield as at 31 March 2024

5.26%

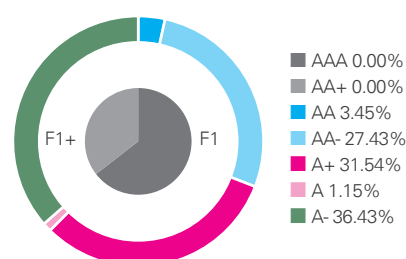
5 years performance



Asset type (%)



Credit rating (%) see note 4



Top 10 country exposures (%)

19.87%	UK
16.69%	Japan
15.54%	Germany
11.69%	France
11.51%	Singapore
9.21%	Canada
4.60%	Finland
3.68%	Denmark
3.45%	Sweden
1.27%	Netherlands

Note 1: Source: CCLA - Performance shown after management fees and other expenses, with the income reinvested. The daily yield on the fund will fluctuate, and past performance is not a reliable indicator of future results. Note 2: From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate. Note 3: consumer price index inflation is lagged one month. Note 4: Using Fitch Ratings methodology.

Income

Average yield over the month	5.23%
Yield at the month-end shown	5.26%

Total return performance by year

12 months to 31 March	2020	2021	2022	2023	2024
The Public Sector Deposit Fund	+0.72%	+0.15%	+0.11%	+2.17%	+5.11%
Comparator benchmark	+0.52%	-0.04%	+0.14%	+2.25%	+5.05%
Relative (difference)	+0.20%	+0.19%	-0.03%	-0.08%	+0.06%

Annualised total return performance

Performance to 31 March	1 year	3 years	5 years
The Public Sector Deposit Fund	+5.11%	+2.44%	+1.64%
Comparator benchmark	+5.05%	+2.46%	+1.57%
Relative (difference)	+0.06%	-0.02%	+0.07%

Performance shown after management fees and other expenses, with the income reinvested. From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was 7-Day Sterling London Interbank Bid Rate. **Past performance is not a reliable indicator of future results.** Source: CCLA

Market update

In the UK consumer price inflation (CPI) fell significantly to an annual rate of 3.4% in February from 4.0% the previous month, according to the latest figures. A sharp reduction in the rate of food price inflation was a key driver of the decline in the headline rate; though core CPI, which strips out the especially volatile elements of the headline figure including food and energy prices, also fell, from 5.1% to 4.6%. Other UK data confirmed that the economy had contracted slightly in each of the final two quarters of 2023, representing a technical recession. However, the latest releases from the Office of National Statistics (ONS) suggested some improvement in activity levels. Real (after inflation) household income was reported to have risen slightly in the final quarter of last year; while economic growth in the month of January 2024 had returned to positive territory, at 0.2%. A key leading indicator, the S&P Global purchasing managers' index (PMI), also pointed to modestly positive momentum overall over the first quarter of the year. The services sector has for some time shown greater resilience than the manufacturing sector.

The UK appeared to have trailed its global peers in terms of growth. The Office for National Statistics (ONS) presented its first estimate of economic activity in the final quarter of 2023, finding that there had been a contraction of 0.3%. Following on from a decrease of 0.1% in the previous quarter, this represented a technical recession. For the full year, the economy was believed to have moved largely sideways with a GDP increase of 0.1%.

Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£869m
Fitch money-market fund rating	AAAmf
Weighted average maturity	51.59 days
Launch date	May 2011
Dealing day	Each business day (see note 5)
Withdrawals	On demand
Fund domicile	United Kingdom
ISIN (share class 4)	GB00B3LDFH01
Interest payment frequency	Monthly
Ongoing charges figure	0.08% (see note 6)

Please Contact

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Note 5: Dealing instructions (including cleared funds for purchases) must be received by 11:30am.
Note 6: The ongoing charges figure is based on the annual management charge (including portfolio transaction costs).

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Risk warning and disclosures

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Appendix 9

To consider amending the total expenditure figure contained within the 2024/25 budget.

In January 2023 the Council resolved the following:

RESOLVED A2024/009

To approve the 2024/25 draft budget as presented in appendix 10 and appendix 10a with an expenditure of £278,560

It has become apparent that the calculation of the overall expenditure figure was incorrect due to a spreadsheet error.

The following line item detail was presented but the figures were not included in the overall expenditure calculation.

500	Community Functions	
4600	Christmas Dinners	6500
4605	Soup and Carols	0
4610	Firework Display	11000
4615	Multi Cultural Carnival & 70th Jubilee	6250
4617	King's Coronation 23	0
4620	General Sponsorship	0
	Overhead Expenditure	

Therefore it is proposed that an additional £23,750 be added to the expenditure total giving a total expenditure of £302,310.

Note

The estimated end of year (31st March 2023) general reserve figure at the time of the original resolution was £120,174.

The actual end of year (31st March 2023) general reserve figure at year end was £146,930

Therefore the inclusion of the extra £23,750 to the proposed revised expenditure figure has no practical effect.

Motion:

An additional £23,750 be added to the annual expenditure total for 2024/25 giving a total expenditure of £302,310 for that year. This figure to supersede that stated in minute reference A2024/009