

Correspondence File 1

Ordinary Committee

21st December 2023

ATC Clerk

From: Arwel Gwyn Jones
Sent: 20 November 2023 12:47
To: ATC Clerk
Subject: RE: Sponsorship of Abergele Car Parks

Follow Up Flag: Follow up
Flag Status: Completed

Good afternoon.

It has been agreed to fix the fee at £25k for two years from April 2024. So the fee will be reviewed before April 2026.

We will invoice you in advance nearer to April 2024.

Kind regards,

Arwel Jones

Rheolwr Parcio Dros Dro/ Acting Parking Manager
Yr Amgylchedd, Ffyrdd a Chyfleusterau / Environment, Roads & Facilities
Cyngor Bwrdeistref Sirol Conwy County Borough Council
01492 576517
arwel.g.jones@conwy.gov.uk

From: ATC Clerk <clerk@abergeletowncouncil.gov.wales>
Sent: 17 November 2023 13:19
To: Arwel Gwyn Jones <Arwel.G.Jones@conwy.gov.uk>
Subject: RE: Sponsorship of Abergele Car Parks

Good afternoon Arwel

Many thanks for your update below. I can confirm that the Council have accepted the £25k to ensure that the Abergele Car parks remain free for the community and have asked if you would consider extending this fixed amount for two years, otherwise we will spend officer time negotiating back and forth in the not too distant future?

Kind regards

Mandy

Mandy Evans
Clerc y Dref/Town Clerk
Cyngor Tref Abergele Town Council

I have a new email address – please save this email address for future use

Os ydych wedi derbyn yr e-bost hwn ar gam, anfonwch o a info@abergeletowncouncil.gov.wales
If you have received this email in error, please forward it to info@abergeletowncouncil.gov.wales

 Peidiwch a printio'r neges yma os nad oes angen - Please don't print this e-mail unless you really need to
 Lleihau Ailddefnyddio Ailgylchu ✓ Reduce Re-use Recycle 

ATC Clerk

From: Arwel Gwyn Jones
Sent: 06 December 2023 10:56
To: ATC Clerk; Bethan Williams (Parking)
Subject: RE: Sponsorship of Abergele Car Parks

Hi,

Yes, the fee will be the agreed £25,000 for two years from 2024.

Bethan – can you ask for invoice 21000189 to be re-sent and check that it has the correct address please?

Thanks,

Arwel Jones

Rheolwr Parcio Dros Dro/ Acting Parking Manager
Yr Amgylchedd, Ffyrdd a Chyfleusterau / Environment, Roads & Facilities
Cyngor Bwrdeistref Sirol Conwy County Borough Council
01492 576517
arwel.g.jones@conwy.gov.uk

From: ATC Clerk <clerk@abergeletowncouncil.gov.wales>
Sent: 05 December 2023 15:03
To: Arwel Gwyn Jones <Arwel.G.Jones@conwy.gov.uk>
Subject: RE: Sponsorship of Abergele Car Parks

Hi Arwel

The only invoice that I have received was on the 22nd November and was invoice number 210020822. I did receive an invoice from CCBC on that day but it was for another service. Are you also able to confirm that we are using your car park cost and not the letter figure?

Kind regards

Mandy

Mandy Evans
Clerc y Dref/Town Clerk
Cyngor Tref Abergele Town Council

I have a new email address – please save this email address for future use

Os ydych wedi derbyn yr e-bost hwn ar gam, anfonwch o a info@abergeletowncouncil.gov.wales
If you have received this email in error, please forward it to info@abergeletowncouncil.gov.wales

 Peidiwch a printio'r neges yma os nad oes angen - Please don't print this e-mail unless you really need to
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From: Arwel Gwyn Jones <Arwel.G.Jones@conwy.gov.uk>
Sent: 05 December 2023 11:40
To: ATC Clerk <clerk@abergeletowncouncil.gov.wales>
Subject: RE: Sponsorship of Abergele Car Parks

IRPW MEETING 27/11/23

The IRPW has an online questionnaire and would request as Councils as possible respond.

The purpose of the Members Allowance is to ensure that Councillors are not out of pocket carrying out their role as a Councillor. A statement of the payments made should be put on the website for public view and also submitted to the IRPW by the following September. IRPW are considering changing the compliance returns by removing the names of Councillors and just using numbers and amounts. If all members decline the payment a nil return should still be uploaded and submitted. This will be confirmed in due course.

The £52 is considered exempt from the payment of tax as an expense incurred for telephone, printing etc. costs.

The £156 is not exempt from tax but an exemption can be applied if the Councillor confirms in a writing declaration that they **work from home** as part of their role as a Councillor (this is the equivalent of £3 per week). If the Councillor retires from their role during the year they are expected to reimburse a percentage of the payment to the Council. If the Councillor does not confirm in writing that they work from home then tax must be applied. There must be a formal arrangement or PAYE is applied. The rule of thumb should be, if in doubt then tax.

The Senior Allowance payment remains taxable.

If a member who has paid tax on their Allowance for 2023/24 wishes to reclaim the tax then they must contact the HMRC personally to request the refund under the above exemption.

C#IPB



27 October 2023

Dear Clerk

Community and Town Councils - Councillor Allowances - Homeworking arrangements and consumables

The Panel has received the following guidance from HMRC, regarding the treatment of tax on councillor allowances:

[Section 316A of the Income Tax \(Earnings and Pensions\) Act 2003](#) states no liability to income tax arises in respect of a payment an employer makes to an employee in respect of reasonable additional household expenses which the employee incurs in carrying out duties of the employment at home under homeworking arrangements. **The exemption only applies to the £156 payment made under the Determination of the Independent Remuneration Panel.** It does not exempt any additional household expenses that a Councillor may seek to claim.

The following two conditions must apply to the exemption:

1. The first provision is that there must be a formal arrangement between the individual councillor and Community and Town Council.
2. Secondly, each individual councillor must declare they work from home regularly under these arrangements. This arrangement should be set out and a template letter is attached for your use.

Trydydd Llawr Dwyrainf/Third Floor East
Adeiladau Coron/Crown Buildings
Parc Cathays/Cathays Park
Caerdydd/Cardiff CF10 3NQ

Ffôn/Tel: 03000 616095
Eboست/Email: <mailto:IRPMailbox@gov.wales>
[Independent Remuneration Panel for Wales](#),
[Panel Annibynnol Cymru ar](#)
[Gydabyddiaeth Ariannol](#)

CR1P34

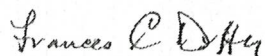
The IRP has determined that Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively Councils must enable members to claim full reimbursement for the cost of their office consumables.

The Panel has also received confirmation from HMRC that an exemption may also be applied (from 5/4/2023) to the flat rate consumables payment. **Where a Council has taken the decision to pay a flat rate reimbursement of £52, then this amount is considered exempt from PAYE arrangements.**

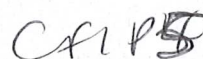
It is advised that you send a short note outlining this to each Councillor and a template letter is attached. Clerks should also be mindful of any changes of circumstances, for example, when a Councillor ceases working from home, or otherwise are no longer eligible, which would mean these payments no longer fall within the exemptions.

Should you have any queries on the above, please contact [IRP Mailbox](#).

Kind regards



Frances Duffy
Chair
Independent Remuneration Panel for Wales



Cyngor Tref Abergele Town Council

Mrs Mandy Evans
Clerc y Dref a Swyddog Cyllid



Mrs Mandy Evans
Town Clerk & Finance Officer
Town Hall
Llanddulas Road
ABERGELE
Conwy
LL22 7BT

Ein Cyf/Our Ref: ME
Min no: 347/23 (f)

Eich Cyf/Your Ref:

Tel: 01745 833242
Fax: 01745 833780

21st December 2023

Dear Member

At a meeting of the Council held on the 16th October 2023, it was resolved to approve the mandatory proposals set out in the Independent Remuneration Panel for Wales of £156 allowance and £52 for consumables.

In carrying out your duties as a Community and Town councillor, the Independent Remuneration Panel for Wales (IRP) recognises that there will be a requirement for you to **work from home** on a regular basis. In these circumstances, the Community and Town Council will provide a standard contribution to the costs incurred of **£156** per annum (or £3 per week). This arrangement falls within the HMRC definition of "homeworking" arrangements and therefore will be exempt from PAYE.

[Section 316A of the Income Tax \(Earnings and Pensions\) Act 2003](#) states no liability to income tax arises in respect of a payment an employer makes to an employee in respect of reasonable additional household expenses which the employee incurs in carrying out duties of the employment at home under homeworking arrangements. The exemption only applies to the **£156** payment made under the Determination of the Independent Remuneration Panel. It does not exempt any additional household expenses that a Councillor may seek to claim.

The following two conditions must apply to the exemption:

1. The first provision is that there must be a formal arrangement between the individual councillor and Community and Town Council.
2. Secondly, each individual councillor must declare they work from home regularly under these arrangements.

In the document it states if an individual member wishes to make a personal decision to forgo part or all of the entitlement to any of the allowances, that the member must do so in **writing** to the Proper Officer of the Council.

abergele

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The IRP has also determined that Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively Councils must enable members to claim full reimbursement for the cost of their office consumables.

Where a Council has taken the decision to pay a flat rate reimbursement of £52, then this amount is considered exempt from PAYE arrangements.

For 2024/25 the Town Council are mandated to pay the fixed allowance of £156 and £52 to individual Councillors, who are not in receipt of Band 1 or 2 senior salary from a principal council.

The Chairman's allowance does not form part of the above agreement and is applicable for the relevant PAYE arrangements.

If you do not wish to receive the remuneration, please advise me in **writing** by the 15th January 2024.

To receive the £156 in full without any deduction of tax please advise me in **writing** by the 15th January 2023, stating that you regularly work from home as part of your role as a Town Councillor, if I do not receive a response to confirm this, the amount will be taxed.

If you have any amendments to the information that is held on file please request a copy the form for submission.

Should you have any queries with regard to the above please do not hesitate to contact me on the above number.

Yours sincerely,



Town Clerk

Mayor's Diary December 2023

| Date | Time | Location | Event | ATC | Mayor's School's Christmas Card Competition | Sant Elfod/Glan Morfa/St George | Y | Y | Y | Y | Y |
|------------|-------------|----------|---------------------------|----------|---|---------------------------------|---|---|---|---|---|
| 08/12/2023 | TBC | | | ATC | Mayor's School's Christmas Card Competition | Sant Elfod/Glan Morfa/St George | Y | Y | Y | Y | Y |
| 09/12/2023 | 4pm | | Abergele Christmas Fayre | Abergele | Gratitude Tree Light Switch on | St Michael's Church, Abergele | Y | Y | Y | Y | Y |
| 10/12/2023 | 2pm | 4pm | Jennie's & Matthews Makes | | Christmas Craft Fair | Llanddulas Hall, Llanddulas | Y | Y | Y | Y | Y |
| 11/12/2023 | | | | | | | | | | | |
| 12/12/2023 | | | | | | | | | | | |
| 13/12/2023 | | | | | | | | | | | |
| 14/12/2023 | TBC | | | ATC | Mayor's Christmas Window Competition | Abergele | Y | Y | Y | Y | Y |
| 15/12/2023 | | | | | | | | | | | |
| 16/12/2023 | | | | | | | | | | | |
| 17/12/2023 | | | | | | | | | | | |
| 18/12/2023 | | | | | | | | | | | |
| 19/12/2023 | | | | | | | | | | | |
| 20/12/2023 | 2pm/3.30pm | | | ATC | Nursing Home visits | Abbeyfield & Coed Mor. Abergele | Y | Y | Y | Y | Y |
| 21/12/2023 | | | | | | | | | | | |
| 22/12/2023 | 10.30am/2pm | | | ATC | Nursing Home visits | Tannery Court & Southern House | Y | Y | Y | Y | Y |

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Cyngor Tref Abergele Town Council

FORTHCOMING MEETINGS - DECEMBER 2023/ JANUARY 2024

4th December 2023

All meetings will be held in the Town Hall and Council Offices, Llanddulas Road unless otherwise stated below. Members of the public are welcome to attend to observe the proceedings at these meetings.

| Date | Time / Venue | Meeting |
|------------------------------------|--------------------------------|---|
| Thursday 21 st December | 6.45 p.m. Hybrid Attendance | Ordinary Meeting |
| Thursday 11 th January | 6.45 p.m. Hybrid Attendance | General Purposes and Planning Committee |
| Monday 15 th January | 6.45 p.m. Remote Attendance | Events Sub Committee |
| Thursday 18 th January | 6:45 p.m. Hybrid Attendance | Ordinary Meeting |
| *Monday 22 nd January | 6:45 p.m. Remote Attendance | Marketing & Promotion Committee |
| *Monday 29 nd January | 6:45 p.m. Remote Attendance | Executive Committee |

* To Be Confirmed

Other meetings/events:

(e)



**Gwasanaeth Asesu Refeniw a Budd-daliadau
Revenues and Benefits Assessment Service**

Cyfarwyddwr Strategol (Cyllid ac Adnoddau)

Strategic Director (Finance & Resources) - A Hughes, BA(Hons), MA, DipCG, ACA

Treth Leol

Local Taxation

Rheolwr Treth Leol

Local Taxation Manager – S E Plumb IRRV (Hons)

Cyfeiriad Post / Postal Address: PO Box 1, CONWY, LL30 9GN,;

Ymwelwch â ni / Visit us at: Coed Pella, Conway Road, Colwyn Bay. LL29 7AZ

Mrs Mandy Evans
Abergele Town Council

Gofynnwch am / Please ask for: **Susan Plumb**

01492 576447

susan.plumb@conwy.gov.uk

Ein Cyf / Our Ref: **SP/CLW**

Eich Cyf / Your Ref:

Dyddiad / Date: **01/12/2023**

Annwyl/Dear Mrs Evans

**PRAESEPTAU CYNGHORAU TREF /
CYMUNED 2024/2025**

**TOWN / COMMUNITY COUNCIL
PRECEPTS 2024/2025**

Rwy'n ysgrifennu atoch ynglŷn â'r ddau fater isod:

I am writing to you in relation to the two following issues:

GOFYNIAD PRAESEPT 2024/2025

1 PRECEPT REQUIREMENT 2024/2025

Bydd unrhyw braesept yr ydych yn ei gyflwyno yn cael ei godi ar Drethdalwyr y Cyngor yn eich ardal chi yn unig, a bydd yn cael ei gyfrifo drwy gyfeirio at y sylfaen Treth y Cyngor a fynegir yn nhermau anheddau sy'n cyfateb i Fand D. Mae hyn wedi ei gyfrifo ar sail cyfanswm yr eiddo sydd ym mhob band yn y Rhestr Brisiant, gan ystyried nifer amcangyfrifedig y disgowntiau, yr eithriadau, y gostyngiadau i bobl ag anableddau a'r colledion wrth gasglu'r Dreth. Er enghraifft, petai eich gwariant net yn £2,000 a'ch sylfaen treth yn £1,000 yna byddai Treth y Cyngor i'ch dibenion chi o £2.00 y flwyddyn ar eiddo Band D eich ardal chi. Byddai hyn yn gostwng i £1.33 ar eiddo Band A ac yn cynyddu ar raddfa lithro i £4.67 ar gyfer eiddo ym Mand I.

Any precept you issue will only be levied against the Council Taxpayers in your area, the effect of which will be calculated by reference to Council Tax base expressed in terms of Band D equivalent dwellings. This has been calculated on the basis of the total number of properties in each band in the Valuation List taking into account the estimated numbers of discounts, exemptions, reductions for disabilities and losses on collection. For example, if your net expenditure was £2,000 and your tax base was £1,000 then there would be a Council Tax for your own purposes of £2.00 per annum on Band D properties in your area. This would be reduced to £1.33 on Band A properties increasing on a sliding scale to £4.67 for Band I properties.

Mae'r Cyngor wedi cadarnhau mai 5,100.26 yw sylfaen Treth y Cyngor ar gyfer eich ardal chi.

The Council have confirmed that the Council Tax base for your area is 5,100.26.

/ parhad

/ continued

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Etholiadau Cyngorau Tref a Chymuned 2024

Hoffwn eich atgoffa hefyd, er nad yw 2024/2025 yn flwyddyn etholiad awdurdod cyfan, dylai eich cynlluniau ystyried y posibilrwydd y bydd angen ethol i swydd wag ar gyfer cynghorydd /cynghorwyr yn ystod y cyfnod hwn. Bydd y gost yn amrywio, yn dibynnu, ymysg ffactorau eraill, ar nifer yr etholwyr, a yw'r etholiad yn cael ei hymladd, nifer yr etholwyr sy'n pleidleisio trwy'r post a nifer y gorsafoedd pleidleisio sy'n cael eu defnyddio.

Cofiwch bod cost yn gysylltiedig o hyd gydag etholiad Cymunedol/Ward un ymgeisydd.

Byddem fel arfer yn argymhell bod swm o gwmpas y raddfa a amcangyfrifwyd isod yn cael ei ystyried ar gyfer etholiad sy'n cael ei hymladd ym mhob Cymuned / Ward.

Hyd at 1,000 o etholwyr £2500
Hyd at 2,000 o etholwyr £4000
Hyd at 3,000 o etholwyr £4500
Hyd at 4,000 o etholwyr £5000
Dros 4,000 o etholwyr £5500

Fodd bynnag, mae'n bosibl y gallai'r costau hyn gynyddu, yn enwedig os bydd cynnydd mewn costau papur, costau postio, nifer y pleidleiswyr post neu ffioedd llogi gorsafoedd pleidleisio, felly nodwch nad dyma'r union ffigyrau ac y gallent amrywio.

Buaswn yn ddiolchgar pe baech yn llenwi ac yn dychwelyd y ffurflen amgaeedig gan nodi Praesept eich Cyngor erbyn dydd Gwener, 19 Ionawr 2024.

TALU PRAESEPT

Bydd taliadau ar gyfer 2024/2025 yn cael eu gwneud yn unol â'r rhestr statudol h.y. tri rhandaliad cyfartal ar ddydd Gwener 19 Ebrill 2024, dydd Gwener 16 Awst 2024 a dydd Gwener 13 Rhagfyr 2024.

Town and Community Council Elections 2024

May I also remind you that whilst 2024/2025 is not a whole authority election year, your plans should have regard to the possibility of a casual vacancy occurring in the office of one or more of your Councillors during this period. Costs will vary depending, among other things, upon number of electors, whether or not an election is contested, the number of those voting by post and on the number of Polling Stations used.

Remember that there is still a cost associated with an uncontested Community/Ward election.

We would usually recommend that a figure in the region of the following estimated scale be considered for a contested election in each Community / Ward.

Up to 1,000 electors £2500
Up to 2,000 electors £4000
Up to 3,000 electors £4500
Up to 4,000 electors £5000
Over 4,000 electors £5500

However, it is possible that these costs may increase, particularly if there is an increase in the cost of paper, postage, number of postal voters or polling station hire fees, so please note that these are not actual figures and could vary.

I should be grateful if you would complete and return the enclosed form indicating your Council Precept by Friday, 19 January 2024.

2 PRECEPT PAYMENT

Payments for 2024/2025 will be made in accordance with the statutory schedule i.e. three equal instalments on Friday 19 April 2024, Friday 16 August 2024 and Friday 13 December 2024.

Os oes gennych unrhyw ymholiad, neu os byddwch angen rhagor o gymorth neu wybodaeth, mae croeso i chi gysylltu â Mrs S Plumb, Rheolwr Trethiant Lleol, ar y rhif estyniad uchod.

If you have any queries, require further assistance or additional information, please contact Mrs S Plumb, Local Taxation Manager, on the above extension number.

Yn gywir / Yours sincerely



Rheolwr Treth Leol / Local Taxation Manager

Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn ymateb i unrhyw ohebiaeth yn Gymraeg ac ni fydd hyn yn arwain at unrhyw oedi.
We welcome correspondence in Welsh. We will respond to any correspondence in Welsh which will not lead to a delay.

Prif Switsfwrdd / Main Switchboard: 01492 574000
www.conwy.gov.uk



(f)

ATC Clerk

From: Tracy Gilmartin <tgilmartin@onevoicewales.wales>
Sent: 28 November 2023 09:32
To: Tracy Gilmartin
Subject: One Voice Wales National Awards Conference 27/03/2024
Attachments: Application Form Awards 2024.docx; Nomination Guide 2024 Final.docx

Mae'r Neges hon Gan Anfonwr Allanol / This Message Is From an External Sender

Daeth y neges hon o'r tu allan i'ch sefydliad / This message came from outside your organization.

Dear Chairperson/Clerk,

One Voice Wales National Awards Conference 2024

I am delighted to announce that One Voice Wales will be holding its National Awards Conference on **Wednesday 27th March 2024** at Hafod a Hendre, Royal Welsh Showground, Llanelwedd, Builth Wells, LD2 3SY. **Please use this opportunity to mark this important date in your Council diaries.**

These awards are an opportunity for your Council to showcase the services it provides for its community and an opportunity for councillors, clerks and staff to receive the recognition they deserve.

The entries will be used as an evidence base to inform Welsh Government, Unitary Authorities, the Third Sector and other key partners of the good work local councils are doing in their communities across Wales and how they can possibly support the work of the local council sector in the future.

Attached you will find a brochure listing the award categories and details of how you can nominate your council for these prestigious awards together with an application form.

An independent panel made up from national representative bodies will undertake the judging of the entries. There will be a shortlist of nominations in each of the categories. Each of the shortlisted Councils for each category will be invited to take part in showcasing their Council's initiative.

During the Awards Ceremony, the winners and runners-up will be presented with their awards and certificates. One Voice Wales will also be publishing a post-event report to be shared with local councils and stakeholder organisations throughout Wales.

The closing date for entries is **Friday 16th February 2024**. A judging panel will be held after this date and the shortlisted councils for each category will be informed by early March 2024 to allow time to prepare for the 10 minute (maximum) presentation in advance of the event in March.

Should you have any queries regarding the 2024 Awards Conference, please get in touch with Tracy Gilmartin at tgilmartin@onevoicewales.wales

I do hope that you will enter your Council for an award(s) and help One Voice Wales to highlight and promote the innovative practices that take place in local communities throughout Wales.

Yours sincerely



Cllr Mike Theodoulou,
Chair, One Voice Wales

One Voice Wales / Un Llais Cymru
24c College Street / Stryd y Coleg
Ammanford / Rhydaman
SA18 3AF
01269 595400
07917 846510
tgilmartin@onevoicewales.wales



The principal representative body for Community and Town Councils in Wales/
The main representative body for Community and Town Councils in Wales

Website/Website: www.onevoicewales.org.uk  @onevoicewales

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ATC Clerk

From: I R MARTIN <FATDAD42@HOTMAIL.COM>
Sent: 22 November 2023 15:11
To: ATC Clerk
Subject: 100th Anniversary Abergele Branch.

Mae'r Neges hon Gan Anfonwr Allanol / This Message Is From an External Sender

Daeth y neges hon o'r tu allan i'ch sefydliad / This message came from outside your organization.

Hi Mandy, Fiona and gang, Iain here, below, please find invites to our celebrations, I am putting them on e mail to you to save time, paper and postage and because its easier to get answers back, and as I am away a lot, I might not be here for a bit to answer. Load of rubbish but it sounds good. Anyway, here goes. Iain

To. Mayor and Councillors, Abergele Town Council. On 18th Feb 2024 at 3pm at St Michaels Church, Abergele, a service of celebration will be held to celebrate our 100 years. We the Abergele Branch RBL would deem it a great honour if you, the Mayor, and your councillors could see you way to accepting this invite to attend the service. Our Standard will be on Parade and the Chairman of RBL North Wales, Mr Rogerson will affix a 100 year pennant to the standard during the service. It would be a proud moment and we wish you to be there to witness this event. A once in a life time occasion. We thank you and your council for the many years of close ties that we have enjoyed and wish for many more. Thank you for your invaluable help and assistance, especially your office staff, who are invaluable to our close liaison. Iain Martin Org

To. Mayor and Councillors, Abergele Town Council. On 27th April 2024 at the Llanddulas RBL Club, commencing 7pm, a Social will be held on the occasion of the Abergele Branch RBL 100th Anniversary. It would be an honour if you and your councillors could attend. The invite stretches to wives/husbands/partners. It is hoped to see you there. Iain Martin Org.

There you are, this invite is also for you and the rest of the admin staff, Mandy, both events. It would be nice to see you there. Let me know what the outcome is. I am a stones throw away, so mind where you throw the stone. Iain.

Sent from [Mail](#) for Windows



Virus-free. www.avg.com

CFIP13



Cyfarwyddwr Strategol (Cyllid ac Adnoddau)
Strategic Director (Finance & Resources)

A Hughes, BA(Hons), MA, DipCG, ACA

Bodlondeb, Ffordd Bangor, CONWY, LL32 8DU
Bodlondeb, Bangor Road, CONWY, LL32 8DU

(h)

Gofynnwch am / Please ask for: **Amanda Hughes**

01492 575913

amanda.hughes2@conwy.gov.uk

Ein Cyf / Our Ref:

Eich Cyf / Your Ref:

Dyddiad / Date: **20/11/2023**

Dear Abergele Town Council

At the last Town and Community Council forum, I outlined the significant financial pressures faced by Conwy County Borough Council for the forthcoming year 2024/25. The Council receives approximately 70% of its funding from Welsh Government and the expected increase in that funding for 2024/25 is just 3%. This is despite significantly higher increases in the pay awards for teachers, care workers and other local government staff, general inflation and interest rates. Once again the Council is therefore faced with the need to absorb significant financial pressure within its limited resources.

In doing so, we have no choice but to once again review every service to consider whether it is essential (statutory) and whether there are different levels or different models of service delivery that can be provided. You will appreciate that the Council has faced over a decade of austerity and potential decisions on the provision of services are becoming less and less palatable as the years pass. We have no desire whatsoever to reduce services that are of benefit to our residents, but the financial situation means that there are difficult choices to be made.

In that vein, we are keen to work in partnership with Town and Community Councils and explore the opportunity to jointly deliver some services in accordance with our shared aims to support our communities and residents. We believe that this will allow us to work collaboratively to provide services, which are welcomed by residents, rather than see them disappear.

I have set out below some proposals and relevant information for your consideration:

1. Public Conveniences

Option A: Annual sponsorship of the facility at 10% of the net cost of operating the facility. The sponsorship offer will be reviewed annually giving consideration to the viability of each service and unexpected issues and costs experienced during the previous year.

| Town / Community Council | Toilet facility | Sponsorship for 2024/25 |
|--------------------------|-------------------|-------------------------|
| Abergele | Water Street | £1,187 |
| | Pensarn Promenade | £1,997 |
| | TOTAL | £3,184 |

CFIP 16

To the extent that the T&CC Council is unable to support one of the options, we cannot guarantee the current level of service provision.

Option B: Responsibility for cleaning the facility transfers to the town/ community council with continued provision of the cleaning consumables and equipment from CCBC.

To the extent that the T&CC Council is unable to support one of the options, we cannot guarantee the current level of service provision.

Option C: Full transfer of the facility to the town / community council with the potential for the facility to be signed up to the community toilet scheme in Conwy and receive an annual payment of £500 from Conwy County Borough Council.

To the extent that the T&CC Council is unable to support one of the options, we cannot guarantee the current level of service provision.

2. Playgrounds

We are seeking funding towards playground improvements through the capital programme; if this is unsuccessful, the revenue budget for playground maintenance will be under significant pressure.

In the event that we identify defects or failure of an item of play equipment through our inspections, we will isolate the item from use. We will offer you the opportunity to meet the cost of repair/ replacement of the item to ensure its continued availability to playground users.

3. Car parks

We are proposing that the total sponsorship for all three car parks is increased based on Tariff B charges. We have set the sponsorship fee increase at 43% in line with the increase to long stay parking since 2018.

| Car park | Tariff | Sponsorship for 2024/25 |
|---------------|----------|---------------------------------------|
| Library | Tariff B | £28,600 £25K confirmed. |
| Water Street | Tariff B | |
| Pensarn Beach | Tariff C | |

The sponsorship offer will be reviewed annually giving consideration to the viability of each service and unexpected issues and costs experienced during the previous year.

If the sponsorship offer is not accepted, the current level of the service cannot be guaranteed.

4. Festive lights

Some of the Town and Community Councils provide Festive lights. For those that do, or are considering doing so we are proposing the charges for processing S178 applications for attachments to or for taking electrical supplies from highway equipment for 2024/25 are as follows:

| | |
|--|---------|
| 1 - 5 attachments or equipment items | £329.93 |
| 6 - 20 attachments or equipment items | £494.89 |
| 21 - 40 attachments or equipment items | £659.86 |
| 41 - 70 attachments or equipment items | £989.78 |

5. Community skips

This service continues to be under review and is subject to future democratic discussion and approval.

The proposal is that Environment Roads & Facilities review the present contribution to the community skip service as part of a countywide budget reduction savings

6. Closed Circuit Television

The contribution for costs towards maintenance for CCTV will not change for 2024/25, set at £360 per camera.

However, we request a contribution towards the increase in electric costs for 2024/25. Electric costs have more than tripled from approx. £36pa to £120pa, this additional £85 per camera was unable to be factored into any budget plan and is putting pressure on the service.

The amount being requested therefore is £60 per camera (under the increase) for the year and would assist in reducing this pressure to a valuable service.

| Service | Item | 2024/25 Ask |
|------------|------|-------------|
| Regulatory | CCTV | £2,940.00 |

7. Provision of Services

As previously agreed the cost for the provision of services is as follows:

| Service | Item | 2024/25 Ask |
|--|------------|-------------|
| CCBC Information Technology and Digital Transformation | IT Support | £8,000.00 |

I sincerely hope that you give all of the above your full consideration and work with us to, where possible, continue delivery of those services that are essential to the well-being of our residents in these unprecedented and challenging financial times.

If you want to discuss any of the options or require further information, then please contact the following officers:

| | | Officer | E-mail Contact |
|----|---------------------|--------------|---------------------------|
| 1. | Public Conveniences | Melanie Egan | melanie.egan@conwy.gov.uk |
| 2. | Playgrounds | | |
| 3. | Car Parks | | |
| 4. | Festive Lights | | |
| 5. | Community Skips | | |
| 6. | CCTV | Emma Dowell | Emma.Dowell@conwy.gov.uk |
| 7. | IT Support | Neil Payne | neil.payne@conwy.gov.uk |

Yours sincerely

Amanda Hughes
Strategic Director (Finance & Resources)



Llywodraeth Cymru
Welsh Government

Clerks of Community and Town Councils,
Directors of Finance,
County and County Borough Councils

14 November 2023

Dear Clerk,

**Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 -
Section 137 Expenditure Limit for 2024-25**

This is to notify you that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for the financial year 2024-25 is £10.81.

Section 137(1) of the 1972 Act permits each Community or Town Council to incur expenditure for purposes for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure incurred. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2024-25 will be £10.81 per elector.

For the financial year 2024-25, the appropriate sum for the purposes of section 137(4)(a) is calculated by applying the formula set out in Schedule 12B to the 1972 Act. The Retail Prices Index increased by 8.86% between September 2022 and September 2023. This means that, by application of the formula, the appropriate sum for the financial year 2024-25 increases from £9.93 to £10.81 per elector.

For clarity, the Local Government and Elections (Wales) Act 2021 includes provision which enables 'eligible community councils' to exercise the General Power of Competence. The power for Community and Town Councils to exercise the General Power of Competence came into force on 5 May 2022.



Llywodraeth Cymru
Welsh Government

The relevant **statutory guidance for community and town councils** explains the interaction between the two powers (i.e. the general power of competence and the power under s.137 of the 1972 Act). Community and town councils exercising the General Power of Competence are not subject to an expenditure limit, but other conditions apply. For all other community and town councils, the limit set out in this letter will apply.

Yours sincerely

Martin Bull
Local Government Finance Policy & Sustainability Division

1

ATC Clerk

From: Sali Morris-Pritchard
Sent: 13 November 2023 16:26
To: ATC Clerk; clerk@colwyn-tc.gov.uk; cleric@betwsallanelian.org.uk; eirian_roberts@yahoo.co.uk; cleric@cyngorbromachno.cymru; sianwyngriffiths_caerhuncc@yahoo.co.uk; cyngorcymunedcapelcurig@gmail.com; Carol-humphreys@hotmail.com; rachel.lees@conwytowncouncil.gov.uk; Sadie.morris19@outlook.com; roberts565@btinternet.com; clerceglwysbach@hotmail.co.uk; rhiancaed@hotmail.com; cleric@llanddoged-maenan.org.uk; cleric@llanddulascc.org.uk; townccouncil@llandudno.gov.uk; jayne@llanfairfechan.net; CClanfairtalhaiarn@outlook.com; carol-humphreys@hotmail.com; cyngorcymunedllangernyw@gmail.com; rhianellis1@btinternet.com; cclannefydd@gmail.com; clericllanrwst@outlook.com; emrystw@gmail.com; llansannancc@gmail.com; clericllysfaen@gmail.com; cleric@penmaenmawr.org; admin@penmaenmawr.org; pentrefoelascc@gmail.com; cleric@tkbtc.co.uk; cleric@trefriwcommunitycouncil.co.uk; eirian_roberts@yahoo.co.uk
Subject: Code of Conduct Training for Town and Community Councillors / Clerks

Good afternoon,

Conwy County Borough Council's Monitoring Officer & Deputy Monitoring Officer will be holding x2 Code of Conduct training sessions for Town and Community Councillors and Clerks.

The sessions will be conducted via zoom on the following dates:

Thursday 25th January 5pm (English only session)
Thursday 22nd February 5pm (Welsh translation will be available)

I would be grateful if you could circulate the dates to your Councillors and encourage them to attend.

I will forward you the zoom invitations separately.

Kind Regards
Sali

Sali Morris-Pritchard

Swyddog Gwasanaethau Pwyllgor /Committee Services Officer
Cyngor Bwrdeistref Sirol CONWY County Borough Council
Ffon/tel 01492 574675 E-bost / E-mail: sali.morris-pritchard1@conwy.gov.uk

CFIPZ1



4 December 2023

Abergele Town Council
Council Offices,
Llanddulas Road,
Abergele
LL22 7BT

To whom it may concern,

On 19th December Ysgol Emrys ap Iwan is holding its annual Christmas Fair. Monies raised will be split between funding projects to support the mental health and wellbeing of learners within the school and Conwy Mind who support mental health within the local community.

I am contacting you to apply for a grant of £500 from the town council to help our fair to be a success. The grant would be used to:

- Purchase items needed to run the stalls e.g. food to sell, prizes, face paint, cakes for the cakes stall etc.
- Items for the other stalls e.g. a hook a duck stall, name the teacher, sponge the teacher etc. these items would be kept for subsequent fairs.
- Any unused money would be added to the total raised and used to support projects supporting health and wellbeing of our learners. Current projects include our reading dogs' scheme, our wellbeing ambassadors programme. There are a number of other projects we have in mind and the grant would be invaluable in helping us to do this.

As you are aware, the current financial situation is incredibly challenging for schools and budgets are stretched. It is also a difficult time for many families in our community. The grant would enable us to put on an event for our learners that would give them a positive and memorable experience this festive season and would also allow us to fund wellbeing projects which will have a longer-term impact.

Yours sincerely

Diane Garth
Pastoral Leader
Year 11

CF1P22



November 2023

RECEIVED

24 NOV 2023

BY ATC

Dear colleague,

From 6 April 2024 it will become law for all businesses, charities and public sector organisations to separate their waste for recycling.

The Welsh Government is introducing this law to improve the quality and quantity of recycling we collect and the consistency of how we manage it. It will reduce carbon emissions and avoid waste going to landfill and incineration. This is a crucial step in tackling the climate and nature emergency, by helping us to move to zero waste whilst also helping the Welsh economy.

These materials will need to be separated for collection, collected separately and not mixed afterwards:

- Food (for premises producing over 5kg of food waste in a week)
- Paper and card
- Glass
- Metal, plastic and cartons
- Unsold textiles
- Unsold small waste electrical and electronic equipment (sWEEE)

There will also be a ban on:

- Sending food waste to sewer
- Most separately collected waste going to incineration and landfill
- All wood waste going to landfill

Through this new law, we expect to generate increased employment and investment in the sector. With the cost of materials contributing to the rising cost-of-living crisis, more effectively keeping high quality recycled materials in the Welsh economy will improve resource efficiency and the supply of materials to businesses.

The workplace recycling law builds on Wales' successful household recycling, where our high rate of recycling already saves us around 400,000 tonnes of carbon each year. Every household has played a part, showing how small steps can lead to a big change.

With this next step, supported by more than three quarters of the public in our most recent survey, all workplaces in Wales will be able to add to the contribution we are already making in our homes. The enclosed leaflet is being sent to all workplaces to help you prepare. I would also encourage you to visit www.gov.wales/workplacerecycling for a more detailed guide.

Yours sincerely,

Julie James AS/MS
Y Gweinidog Newid Hinsawdd
Minister for Climate Change

CFIP23



Let's get workplace recycling sorted

From 6 April 2024, it will become law for all businesses, charities, and public sector organisations to sort their waste for recycling.

Here are some actions you should start taking:

- ✓ Have a conversation with your recycling and waste collector to make sure that they can collect your separated recycling.
- ✓ Look at where, how and why waste is created on your premises. Think about whether you can reduce the amount of waste you produce in the first place, what materials you will need to separate and how best to do it.
- ✓ Think about what internal and external bins you might need. Look at what containers you will need for each of the different recycling materials inside and outside your premises.
- ✓ Talk to your staff so that they know about the new law. They need to understand the changes and may have ideas about how to make things work.
- ✓ When your recycling bins are in place, make sure they are accessible for all your staff and customers.
- ✓ Think about staff health and safety. For example, it's important that your bins and waste storage areas are the right size, easy to access, easy to move and don't block emergency exits.

Find out more information about how to get ready for the changes in our guide here:

gov.wales/workplacerecycling



CFIP 24

ATC Clerk

13(21)

From: Wendi Patience <wpatience@onevoicewales.wales>
Sent: 14 November 2023 13:38
To: ATC Clerk
Subject: FW: NATIONAL PAY AGREEMENT 2023/24
Attachments: Clerks Salary Agreement 202324.pdf

Mae'r Neges hon Gan Anfonwr Allanol / This Message Is From an External Sender

Daeth y neges hon o'r tu allan i'ch sefydliad / This message came from outside your organization.

Hi Mandy,

As promised.

Kind regards,

Wendi

From: Wendi Patience
Sent: Tuesday, November 7, 2023 2:21 PM
To: Wendi Patience <wpatience@onevoicewales.wales>
Cc: Wendi Patience <wpatience@onevoicewales.wales>
Subject: FW: NATIONAL PAY AGREEMENT 2023/24

Please note this email is from a third party that One Voice Wales is forwarding on. We accept no responsibility for any errors or if there are no Welsh versions of documents provided. Please contact the sender of the original email if you wish to make a complaint.

Sylwer y daw'r e-bost hwn oddi wrth drydydd parti y mae Un Llais Cymru yn ei ddanfon ymlaen. Nid ydym yn derbyn cyfrifoldeb am unrhyw gamgymeriadau nac os na ddarparwyd fersiynau Cymraeg o ddogfennau. Dylech gysylltu â'r sawl a ddanfonodd yr e-bost gwreiddiol os ydych eisiau gwneud cwyn.

Dear Clerks,

Please find attached the agreement on pay for 2023/24.

Regards,

Paul

Paul R. Egan BA, Chartered MCIPD, CiLCA, F.Inst LM, FIPSM
Deputy Chief Executive and Resources Manager / Dirprwy Brif Weithredwr a Rheolwr Adnoddau

One Voice Wales/Un Llais Cymru
24c College Street/Stryd y Coleg

1
C FIP25

6 NOVEMBER 2023

E01-23 | 2023/24 LOCAL GOVERNMENT SERVICES PAY AGREEMENT

We have been informed by the Local Government Association that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024.

The new pay rates for local councils are attached and have been agreed with SLCC and ALCC.

Employers are encouraged to implement this pay award as swiftly as possible.

For all spinal points to 43 the agreed award was a flat rate payment of £1,925. For scale points above that the award was 3.88%

The Joint Council notes on backpay for employees who have left employment: "If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2023 to the employee's last day of employment. When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in section 15 of the HR guide and the Backdated Pay Award FAQs, which are available on the employer resources section of www.lgpsregs.org.

Historically the calculation of hourly pay for local councils has been reached by dividing the annual salary by 52 weeks and then by 37 hours. This is different from the recommendation of the Joint Council which calculates hourly rates by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week). This marginal difference causes some confusion, and it is intended that next year we shall move to the approach recommended by the National Joint Council.

NALC continues to be disappointed that the annual settlement has been delayed for reasons outside the Association's control.

CF1P26

| SCP | 1 April 2023 | | Scale Ranges |
|-----|--------------|--------------|--|
| | £ per annum | * £ per hour | Based on SCP |
| 2 | £22,366 | £11.62 | Below LC Scale (for staff other than clerks) |
| 3 | £22,737 | £11.82 | |
| 4 | £23,114 | £12.01 | |
| 5 | £23,500 | £12.21 | |
| 5 | £23,500 | £12.21 | LC1 (5-6) (below substantive range) |
| 6 | £23,893 | £12.42 | LC1 (7-12) (substantive benchmark range) |
| 7 | £24,294 | £12.63 | |
| 8 | £24,702 | £12.84 | |
| 9 | £25,119 | £13.06 | |
| 10 | £25,545 | £13.28 | |
| 11 | £25,979 | £13.50 | |
| 12 | £26,421 | £13.73 | |
| 13 | £26,873 | £13.97 | LC1 (13-17) (above substantive range) |
| 14 | £27,334 | £14.21 | |
| 15 | £27,803 | £14.45 | |
| 16 | £28,282 | £14.70 | |
| 17 | £28,770 | £14.95 | |
| 18 | £29,269 | £15.21 | LC2 (18-23) (below substantive range) |
| 19 | £29,777 | £15.48 | |
| 20 | £30,296 | £15.75 | |
| 21 | £30,825 | £16.02 | |
| 22 | £31,364 | £16.30 | |
| 23 | £32,076 | £16.67 | |
| 24 | £33,024 | £17.16 | LC2 (24-28) (substantive benchmark range) |
| 25 | £33,945 | £17.64 | |
| 26 | £34,834 | £18.10 | |
| 27 | £35,745 | £18.58 | |
| 28 | £36,648 | £19.05 | |

| SCP | 1 April 2023 | | Scale Ranges |
|-----|--------------|--------------|--|
| | £ per annum | * £ per hour | Based on SCP |
| 29 | £37,336 | £19.41 | LC2 (29-32) (above substantive benchmark range) |
| 30 | £38,223 | £19.87 | |
| 31 | £39,186 | £20.37 | |
| 32 | £40,221 | £20.90 | |
| 33 | £41,418 | £21.53 | LC3 (33-36) (below substantive range) |
| 34 | £42,403 | £22.04 | |
| 35 | £43,421 | £22.57 | |
| 36 | £44,428 | £23.09 | |
| 37 | £45,441 | £23.62 | LC3 (37-41) (substantive benchmark range) |
| 38 | £46,464 | £24.15 | |
| 39 | £47,420 | £24.65 | |
| 40 | £48,474 | £25.19 | |
| 41 | £49,498 | £25.73 | |
| 42 | £50,512 | £26.25 | LC3 (42-45) (above substantive benchmark range) |
| 43 | £51,515 | £26.77 | |
| 44 | £52,752 | £27.42 | |
| 45 | £54,017 | £28.08 | |
| 46 | £55,325 | £28.76 | LC4 (46-49) (below substantive range) |
| 47 | £56,648 | £29.44 | |
| 48 | £57,854 | £30.07 | |
| 49 | £59,418 | £30.88 | |
| 50 | £60,856 | £31.63 | LC4 (50-54) (substantive benchmark range) |
| 51 | £62,323 | £32.39 | |
| 52 | £64,335 | £33.44 | |
| 53 | £66,341 | £34.48 | |
| 54 | £68,356 | £35.53 | |

| | 1 April 2023 | | Scale Ranges |
|-----|--------------|--------------|--|
| SCP | £ per annum | * £ per hour | Based on SCP |
| 55 | £70,385 | £36.58 | LC4 (55-62) (above substantive benchmark range) |
| 56 | £72,388 | £37.62 | |
| 57 | £74,417 | £38.68 | |
| 58 | £76,405 | £39.71 | |
| 59 | £78,290 | £40.69 | |
| 60 | £80,216 | £41.69 | |
| 61 | £82,188 | £42.72 | |
| 62 | £84,214 | £43.77 | |

* Hourly Rates

As per the national agreement, hourly rates are calculated by dividing annual salary by 52 weeks and then by 37 hours. Please note that these hourly rates differ from those published by NJC for Principal Authorities as the calculation basis differs.

© NALC 2023

CF1 P29

Rebecca Evans AS/MS
Y Gweinidog Cyllid a Llywodraeth Leol
Minister for Finance and Local Government



Llywodraeth Cymru
Welsh Government

14 November 2023

Dear Town or Community Council,

Re: Asbestos Management on the Public Estate

Following a request from the Workforce Partnership Council (WPC) Joint Executive Committee that "asbestos management in all public buildings be considered as part of the work of Ystadau Cymru," my officials have been working with colleagues in the Welsh Government Ystadau Cymru team.

I have asked Ystadau Cymru to establish an Asbestos Sub-Group to provide strategic direction and leadership for ensuring the improvement of asbestos management in Wales. Their work has identified that some Town and Community Councils need assistance in understanding their role and responsibilities in respect of asbestos in the buildings they own or manage.

Ystadau Cymru and I would therefore like to bring to your attention the attached Health and Safety Executive (HSE) *Guide to Managing Asbestos in Buildings*. We encourage you to read this information and to ensure you are taking the correct steps regarding asbestos management.

Improving the health and safety of our public estate, both for our workforce and for the public, remains a priority and requires active participation. If after reading this guidance you feel additional information and/or training is required, please email ystadaucymru@gov.wales.

We greatly appreciate your support and co-operation in this matter.

Yours sincerely,

Rebecca Evans AS/MS
Y Gweinidog Cyllid a Llywodraeth Leol
Minister for Finance and Local Government

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:

0300 0604400

Correspondence.Rebecca.Evans@gov.wales
Gohebiaeth.Rebecca.Evans@llyw.cymru

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1SN

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

CFIP30

Abergele Town Council

Summary of Fees & Charges - Applicable from 01.04.2024 (reviewed annually)

1. Room Hire – Monday-Friday

| | |
|---|---------|
| a) *Main Chamber - ½ day session** or evening | £69.50 |
| - Full day | £139.00 |
| b) *Room 4 - ½ day session ** or evening | £57.50 |
| - Full day | £115.00 |
| c) *Room 5 or 6 - ½ day session** or evening | £49.00 |
| - Full day | £98.00 |
| d) *Main Chamber, plus rooms 4,5 and 6 - full day | £254.00 |
| e) *Saturday Room hire by special arrangement | |
| - ½ day session** | £104.00 |
| - Full day | £208.00 |
| f) *Sunday Room hire by special arrangement | |
| - ½ day session** | £190.50 |
| - Full day | £381.00 |

Cancellation fee (25% of the overall booking above) with less than 7 days' notice

* Refreshments are included in the cost

(please note on the booking form how many refreshments will be required)

** Please note a session is AM (four hours up to 1pm), PM (four hours up to 5pm) or evening (up to four hours)(up to 9pm)

2. Photocopying

| | | |
|------------------------------|--------|----------|
| A4 - single sided - per copy | b/w | 15 pence |
| A3 - single sided - per copy | b/w | 20 pence |
| A4 - single sided - per copy | colour | 25 pence |
| A3 - single sided - per copy | colour | 30 pence |

3. Advertising (TOWN COUNCIL NEWSLETTER)

Charges for a single issue :-

| | |
|-----------|--------|
| ⅛ page | £18.00 |
| ¼ page | £35.00 |
| ½ page | £69.00 |
| Full page | £98.00 |

(Discounts may be agreed by the Newsletter Committee for advertising in multiple issues)

4. Information Requested under Freedom of Information Act 2000

Further to guidance in The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004, any time taken in undertaking chargeable activities will be estimated at a rate of £25 per hour. All chargeable requests will be referred to the Council, who has the option of waiving fees.

Approved Min No:

CFIP31

(Handwritten signature)

Abergele Town Council

ANNUAL INVESTMENT STRATEGY 2024/25

This Annual Investment Strategy is prepared in accordance with the statutory guidance on Local Government Investments issued by Welsh Government.

All cash, bank balances, financial assets, borrowing and credit arrangements are defined as a part of the Council's treasury management activities. This Annual Investment Strategy will concentrate on the Council's temporarily surplus resources (or other financial assets it holds) and the investment it undertakes of these resources.

The Council undertakes to ensure that for all its investments, priority will be given to security and liquidity rather than to yield. In drafting this Annual investment Strategy the Council has made appropriate arrangements for:

- identification, management and control of risks in the investments/treasury management activities it undertakes,
- budgeting, accounting and audit arrangements,
- its cash flow management requirements,
- segregation of responsibilities, organisational arrangements, adequate documentation and the identification of a responsible officer for investment/treasury management activities,
- corporate governance,
- procedures to ensure it is alert to the possibility it may become subject to an attempt to involve it in a transaction involving the laundering of money and supplier fraud.

All investments undertaken by this Council will be made and repaid in Sterling.

SUMS TO BE INVESTED

1. The Council's temporarily surplus balances, which remain after the day to day operating financial requirements of the Council. Immediate access is required for these funds.
2. Balances held for premises related expenditure and future developments, known as the 'Hall and Development Reserve'. These funds may need to be accessed at short notice.

CP1P32 *[Handwritten Signature]*
CP1P5

LISTING OF INVESTMENTS UNDERTAKEN

The Council will undertake the following categories of investment for the financial year 2024/25:

- Deposits in Interest Earning Accounts, with instant access, up to a maximum of £250,000.
- Deposits in Interest Earning Accounts of up to one month's notice to a maximum of £60,000 for Hall and Development Reserve Funds.

The rate of return on these deposit / reserve accounts will be reviewed annually, to ensure they remain competitive.

Signed _____

Town Mayor

Responsible Finance Officer

CONFIDENTIAL
CFIP33

Abergele Town Council

POLICY ON RESERVES

1. GENERAL RESERVES

The Town Council's policy on General Reserves, recommended by the Internal Auditor for the Annual Audit carried out at the end of the financial year 2016/17 and to be ratified at the Annual meeting in May 2018:

A minimum figure of 25% to a maximum figure of 100% of the precept shall be held in reserve balances at the financial year end

2. EARMARKED RESERVES

The Council may, from time to time, allocate funds to one or more earmarked reserve(s), to be used for a future specified purpose. Any balances remaining at the financial year end over and above the amount required for the General Reserve to be used for future capital expenditure programmes. Funds will only be allocated to support revenue expenditure in exceptional circumstances.

Reviewed & Approved 210923
Min. 230/23(b)

CRIP34
EFTP3 ~~Adrian R27~~

Abergele Town Council



Monthly Budget Monitoring Report

30th September 2023

CFIP35

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 100 Staff Costs | | | | | | | | |
| 1008 Income - Grant | 0 | 20,000 | 20,000 | 0 | | | 100.0% | |
| Staff Costs :- Income | <u>0</u> | <u>20,000</u> | <u>20,000</u> | <u>0</u> | | | <u>100.0%</u> | <u>0</u> |
| 4000 Staff Salaries | 9,526 | 67,340 | 141,436 | 74,096 | | 74,096 | 47.6% | |
| 4001 Paye/NI | 923 | 6,406 | 21,215 | 14,809 | | 14,809 | 30.2% | |
| 4002 Pensions | 1,345 | 9,595 | 21,284 | 11,689 | | 11,689 | 45.1% | |
| 4011 Recruitment | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4015 Agency Staff | 770 | 6,301 | 0 | (6,301) | | (6,301) | 0.0% | |
| 4130 Misc Costs | 0 | 580 | 0 | (580) | | (580) | 0.0% | |
| Staff Costs :- Indirect Expenditure | <u>12,564</u> | <u>90,222</u> | <u>185,935</u> | <u>95,713</u> | <u>0</u> | <u>95,713</u> | <u>48.5%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(12,564)</u> | <u>(70,222)</u> | <u>(165,935)</u> | <u>(95,713)</u> | | | | |
| 101 Administration | | | | | | | | |
| 1002 Income - Bank Interest | 340 | 1,152 | 120 | (1,032) | | | 960.2% | |
| 1176 Precept | 0 | 221,702 | 332,552 | 110,850 | | | 66.7% | |
| Administration :- Income | <u>340</u> | <u>222,854</u> | <u>332,672</u> | <u>109,818</u> | | | <u>67.0%</u> | <u>0</u> |
| 4003 Training - Staff | 0 | 360 | 1,500 | 1,140 | | 1,140 | 24.0% | |
| 4004 Training - Members | 190 | 305 | 1,500 | 1,196 | | 1,196 | 20.3% | |
| 4005 Travel - Staff | 5 | 85 | 600 | 515 | | 515 | 14.2% | |
| 4006 Travel - Members | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4007 Translation Fees | 0 | 260 | 1,000 | 740 | 668 | 72 | 92.8% | |
| 4008 IT Costs | 0 | 4,255 | 4,000 | (255) | | (255) | 106.4% | |
| 4009 Phone/Broadband | 0 | 2,056 | 3,000 | 944 | | 944 | 68.5% | |
| 4010 Members Allowance | 0 | 2,704 | 4,328 | 1,624 | | 1,624 | 62.5% | |
| 4035 General Maintenance | 0 | 86 | 0 | (86) | 33 | (119) | 0.0% | |
| 4036 Grounds Maintenance | 0 | 28 | 0 | (28) | | (28) | 0.0% | |
| 4037 Tree Warden | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4046 Photocopying | 0 | 236 | 1,000 | 764 | 769 | (5) | 100.5% | |
| 4047 Consumeables | 0 | 756 | 2,000 | 1,244 | 56 | 1,187 | 40.6% | |
| 4048 Postages | 5 | 129 | 700 | 571 | 30 | 542 | 22.6% | |
| 4049 Risk Assessments | 670 | 670 | 1,250 | 580 | 1,200 | (620) | 149.6% | |
| 4055 Audit Fee - External | 0 | (900) | 900 | 1,800 | 900 | 900 | 0.0% | |
| 4056 Audit Fee - Internal | 0 | (301) | 613 | 914 | | 914 | (49.0%) | |
| 4085 Conference Expenses | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4086 Elections | 0 | 3,927 | 5,500 | 1,573 | | 1,573 | 71.4% | |
| 4120 Professional & Legal Fees | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4121 Bank Charges | 10 | 51 | 150 | 99 | 33 | 66 | 56.0% | |
| 4125 Contingency | 0 | 0 | 1,350 | 1,350 | | 1,350 | 0.0% | |
| 4216 Finance Software | 0 | 922 | 1,500 | 578 | | 578 | 61.5% | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4818 Payroll Support costs | 58 | 406 | 700 | 294 | 542 | (248) | 135.4% | |
| 4819 IT Software & Hardware | 0 | 120 | 0 | (120) | | (120) | 0.0% | |
| Administration :- Indirect Expenditure | 939 | 16,154 | 34,391 | 18,237 | 4,231 | 14,006 | 59.3% | 0 |
| Net Income over Expenditure | (599) | 206,700 | 298,281 | 91,581 | | | | |
| <u>102 Civic Expenses</u> | | | | | | | | |
| 1004 Income - Mayors | 0 | 338 | 0 | (338) | | | 0.0% | |
| Civic Expenses :- Income | 0 | 338 | 0 | (338) | | | | 0 |
| 4020 Mayors Allowance | 0 | 1,500 | 1,500 | 0 | | 0 | 100.0% | |
| 4021 Other Civic Costs | 0 | 1,400 | 1,250 | (150) | | (150) | 112.0% | |
| 4023 Council Regalia | 0 | 112 | 1,000 | 888 | | 888 | 11.2% | |
| 4024 Honours Board | 0 | 751 | 110 | (641) | | (641) | 682.7% | |
| 4025 Town Memorabilia | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| Civic Expenses :- Indirect Expenditure | 0 | 3,763 | 4,060 | 297 | 0 | 297 | 92.7% | 0 |
| Net Income over Expenditure | 0 | (3,425) | (4,060) | (635) | | | | |
| <u>103 Premises</u> | | | | | | | | |
| 1000 Income - Hall Hire | 3,366 | 3,366 | 1,100 | (2,266) | | | 306.0% | |
| Premises :- Income | 3,366 | 3,366 | 1,100 | (2,266) | | | 306.0% | 0 |
| 4030 Rates | 816 | 4,895 | 9,702 | 4,807 | 3,264 | 1,543 | 84.1% | |
| 4031 Heat/Light/Water | 0 | (8,000) | 32,000 | 40,000 | | 40,000 | (25.0%) | |
| 4035 General Maintenance | 1,025 | 1,240 | 3,000 | 1,760 | 771 | 989 | 67.0% | |
| 4036 Grounds Maintenance | 20 | 172 | 1,000 | 828 | 240 | 589 | 41.1% | |
| 4041 Office Equipment | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| 4042 Furniture | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4043 Hearse House | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4044 Waste Disposal | 98 | 138 | 600 | 463 | 480 | (17) | 102.8% | |
| 4045 Insurance | 0 | 1,925 | 1,800 | (125) | | (125) | 106.9% | |
| Premises :- Indirect Expenditure | 1,959 | 368 | 49,402 | 49,034 | 4,754 | 44,280 | 10.4% | 0 |
| Net Income over Expenditure | 1,407 | 2,998 | (48,302) | (51,300) | | | | |
| <u>104 Subscriptions</u> | | | | | | | | |
| 4060 SLCC | 0 | 710 | 1,000 | 290 | | 290 | 71.0% | |
| 4061 OVW | 0 | 2,266 | 2,300 | 34 | | 34 | 98.5% | |
| 4062 NWATC | 0 | 0 | 110 | 110 | | 110 | 0.0% | |
| 4063 CVSC | 0 | 0 | 15 | 15 | | 15 | 0.0% | |
| 4064 Clerks & Councils Direct | 0 | 0 | 60 | 60 | | 60 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|-------------------------|
| 4066 Data Protection | 0 | 0 | 40 | 40 | | 40 | 0.0% | |
| 4068 Parish Online | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4069 Fields In Trust | 0 | 0 | 65 | 65 | | 65 | 0.0% | |
| Subscriptions :- Indirect Expenditure | <u>0</u> | <u>2,976</u> | <u>3,840</u> | <u>864</u> | <u>0</u> | <u>864</u> | <u>77.5%</u> | <u>0</u> |
| Net Expenditure | <u>0</u> | <u>(2,976)</u> | <u>(3,840)</u> | <u>(864)</u> | | | | |
| 106 Community Schemes | | | | | | | | |
| 1001 Income - Newsletter/Advert | 0 | 0 | 300 | 300 | | | 0.0% | |
| 1008 Income - Grant | 0 | 4,232 | 0 | (4,232) | | | 0.0% | |
| 1009 Income - Misc | 0 | 785 | 0 | (785) | | | 0.0% | |
| Community Schemes :- Income | <u>0</u> | <u>5,017</u> | <u>300</u> | <u>(4,717)</u> | | | <u>1672.5%</u> | <u>0</u> |
| 4036 Grounds Maintenance | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4076 War Memorials | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4077 Queens Jubilee | 0 | 4,232 | 0 | (4,232) | | (4,232) | 0.0% | |
| 4080 The Mount | 0 | 0 | 1,500 | 1,500 | 1,328 | 172 | 88.5% | |
| 4082 Planters | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4083 Noticeboards | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4084 Floodlighting | 19 | 244 | 1,000 | 756 | 373 | 383 | 61.7% | |
| 4087 Events | 0 | 83 | 3,000 | 2,917 | 1,380 | 1,537 | 48.8% | |
| 4088 Toilet financial support/hire | 155 | 765 | 2,750 | 1,985 | | 1,985 | 27.8% | |
| 4091 Street Furniture | 0 | 0 | 2,000 | 2,000 | 300 | 1,700 | 15.0% | |
| 4092 Play Schemes | 0 | 2,000 | 1,900 | (100) | | (100) | 105.3% | |
| 4093 MUGA/Play Equip | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4094 Traffic Calming | 0 | 0 | 4,500 | 4,500 | | 4,500 | 0.0% | |
| 4096 Footpaths Maintenance | 0 | 0 | 6,000 | 6,000 | 880 | 5,120 | 14.7% | |
| 4098 Pensarn Promenade | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4099 Hanging Baskets | 0 | 485 | 2,600 | 2,115 | | 2,115 | 18.7% | |
| 4101 Free Parking | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4104 Newsletter | 0 | 1,623 | 2,500 | 877 | | 877 | 64.9% | |
| 4105 Website | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4107 Notices - Other | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4115 CCTV | 0 | 0 | 2,688 | 2,688 | | 2,688 | 0.0% | |
| 4117 Match Funding - Toilets | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4210 Concert | 0 | 0 | 0 | 0 | 150 | (150) | 0.0% | |
| Community Schemes :- Indirect Expenditure | <u>174</u> | <u>9,432</u> | <u>90,638</u> | <u>81,206</u> | <u>4,411</u> | <u>76,795</u> | <u>15.3%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(174)</u> | <u>(4,414)</u> | <u>(90,338)</u> | <u>(85,924)</u> | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>107 Grants/Donations</u> | | | | | | | | |
| 4108 S 137 | 0 | 11,000 | 10,500 | (500) | | (500) | 104.8% | |
| 4109 Sports Clubs | 0 | 1,250 | 250 | (1,000) | | (1,000) | 500.0% | |
| 4110 Grants - Other | 0 | 1,250 | 1,250 | 0 | | 0 | 100.0% | |
| 4111 Youth Grants | 0 | 500 | 600 | 100 | | 100 | 83.3% | |
| 4112 Social/Recreational | 0 | 1,450 | 1,450 | 0 | | 0 | 100.0% | |
| 4113 Entertain/Culture/Arts | 0 | 100 | 100 | 0 | | 0 | 100.0% | |
| 4114 Donations | 0 | 120 | 5,000 | 4,880 | | 4,880 | 2.4% | |
| 4118 Community Sport Fund | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4119 Commemoration Grant | 0 | 2,885 | 5,000 | 2,115 | | 2,115 | 57.7% | |
| Grants/Donations :- Indirect Expenditure | 0 | 18,555 | 34,150 | 15,595 | 0 | 15,595 | 54.3% | 0 |
| Net Expenditure | 0 | (18,555) | (34,150) | (15,595) | | | | |
| <u>108 Christmas Decorations</u> | | | | | | | | |
| 4035 General Maintenance | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4200 Infrastructure Work(Columns) | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4201 Purchase New Motifs | 0 | 11,393 | 12,000 | 607 | | 607 | 94.9% | |
| 4202 Timers & Basic Infrastructure | 0 | 240 | 2,850 | 2,610 | | 2,610 | 8.4% | |
| 4204 Purchase of Trees | 0 | 6,070 | 7,000 | 930 | | 930 | 86.7% | |
| 4206 Infrastructure Work(Trees) | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4207 Installation | 0 | 0 | 11,000 | 11,000 | 3,280 | 7,720 | 29.8% | |
| 4208 Electricity | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4212 Signs,Tags & Engraving | 0 | 0 | 150 | 150 | | 150 | 0.0% | |
| Christmas Decorations :- Indirect Expenditure | 0 | 17,704 | 48,000 | 30,296 | 3,280 | 27,016 | 43.7% | 0 |
| Net Expenditure | 0 | (17,704) | (48,000) | (30,296) | | | | |
| <u>109 Place Plan</u> | | | | | | | | |
| 4131 Place Plan project funding | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| Place Plan :- Indirect Expenditure | 0 | 0 | 3,000 | 3,000 | 0 | 3,000 | 0.0% | 0 |
| Net Expenditure | 0 | 0 | (3,000) | (3,000) | | | | |
| <u>110 Fireworks</u> | | | | | | | | |
| 4129 Other Firework costs | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4209 Barrier Hire | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4217 Purchase of Fireworks | 0 | 0 | 5,000 | 5,000 | 3,750 | 1,250 | 75.0% | |
| 4218 Traffic Man/Security etc | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| Fireworks :- Indirect Expenditure | 0 | 0 | 12,000 | 12,000 | 3,750 | 8,250 | 31.2% | 0 |
| Net Expenditure | 0 | 0 | (12,000) | (12,000) | | | | |

Detailed Income & Expenditure by Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| Grand Totals:- Income | 3,706 | 251,576 | 354,072 | 102,497 | | | 71.1% | |
| Expenditure | 15,636 | 159,173 | 465,416 | 306,243 | 20,427 | 285,816 | 38.6% | |
| Net Income over Expenditure | <u>(11,930)</u> | <u>92,402</u> | <u>(111,344)</u> | <u>(203,746)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>(11,930)</u> | <u>92,402</u> | | | | | | |

CF1P40

Abergele Town Council

Bank - Cash and Investment Reconciliation as at 30 September 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

| | | |
|------------|--------------------------|------------|
| 30/09/2023 | Current Bank A/c | 8,504.38 |
| 30/09/2023 | Quarterly Interest A/c | 258,700.85 |
| 30/09/2023 | Swansea Building Society | 79,379.82 |
| 30/09/2023 | Hall & Development A/c | 36,321.35 |
| 30/09/2023 | Petty Cash | 150.00 |

383,056.40

Unpresented Payments

957.46

382,098.94

Receipts not on Bank Statement

0.00

Closing Balance

382,098.94

All Cash & Bank Accounts

| | | |
|---|---------------------------------------|-------------------------------|
| 1 | Current Bank A/c | 7,546.92 |
| 2 | Quarterly Interest A/c | 258,700.85 |
| 3 | Swansea Building Society | 79,379.82 |
| 4 | Hall & Development A/c | 36,321.35 |
| 6 | Petty Cash | 150.00 |
| | Other Cash & Bank Balances | 0.00 |
| | Total Cash & Bank Balances | <hr/> 382,098.94 <hr/> |

CF 1P41

**Bank Reconciliation Statement as at 30/09/2023
for Cashbook 1 - Current Bank A/c**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|--------------------------------|------------------------------------|----------------------|
| Current Bank A/c | 30/09/2023 | | 8,504.38 |
| | | | <u>8,504.38</u> |
| <u>Unpresented Payments (Minus)</u> | | | <u>Amount</u> |
| 18/08/2022 FP15 | SLCC | | 108.00 |
| 18/08/2022 FP16 | SLCC | | 108.00 |
| 24/04/2023 FP35 | Pitney Bowes | | 5.94 |
| 24/04/2023 FP27 | Llangollen International Eiste | | 100.00 |
| 18/05/2023 FP11 | Conwy County Borough Council | | 24.00 |
| 20/07/2023 FP15 | EDF Energy | | 34.00 |
| 21/08/2023 FP08 | Supertemps Recruitment | | 510.05 |
| 21/09/2023 FP03 | Supertemps Recruitment | | 21.25 |
| 21/09/2023 FP09 | DCK ACCOUNTING SOLUTIONS | | 46.22 |
| | | | <u>957.46</u> |
| | | | 7,546.92 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 7,546.92 |
| | | Balance per Cash Book is :- | 7,546.92 |
| | | Difference is :- | 0.00 |

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

CF1P42

Bank Reconciliation Statement as at 30/09/2023
for Cashbook 2 - Quarterly Interest A/c

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|-------------------|
| Quarterly Interest A/c | 30/09/2023 | | 258,700.85 |
| | | | <u>258,700.85</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 258,700.85 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 258,700.85 |
| | | Balance per Cash Book is :- | 258,700.85 |
| | | Difference is :- | 0.00 |

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

CF1P43

Bank Reconciliation Statement as at 30/09/2023
for Cashbook 3 - Swansea Building Society

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|------------------|
| Swansea Building Society | 30/09/2023 | | 79,379.82 |
| | | | <u>79,379.82</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 79,379.82 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 79,379.82 |
| | | Balance per Cash Book is :- | 79,379.82 |
| | | Difference is :- | 0.00 |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

CF1P44

Bank Reconciliation Statement as at 30/09/2023
for Cashbook 4 - Hall & Development A/c

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|------------------|
| Hall & Development A/c | 30/09/2023 | | 36,321.35 |
| | | | <u>36,321.35</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 36,321.35 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 36,321.35 |
| | | Balance per Cash Book is :- | 36,321.35 |
| | | Difference is :- | 0.00 |

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

CFIP45

Bank Reconciliation Statement as at 30/09/2023
for Cashbook 6 - Petty Cash

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| Petty Cash | 30/09/2023 | | 150.00 |
| | | | <u>150.00</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 150.00 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 150.00 |
| | | Balance per Cash Book is :- | 150.00 |
| | | Difference is :- | 0.00 |

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

CF1P46

Abergele Town Council



Monthly Budget Monitoring Report

31st October 2023

CF1P47

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 100 Staff Costs | | | | | | | | |
| 1008 Income - Grant | 0 | 20,000 | 20,000 | 0 | | | 100.0% | |
| Staff Costs :- Income | <u>0</u> | <u>20,000</u> | <u>20,000</u> | <u>0</u> | | | <u>100.0%</u> | <u>0</u> |
| 4000 Staff Salaries | 6,632 | 73,973 | 141,436 | 67,463 | | 67,463 | 52.3% | |
| 4001 Paye/NI | 628 | 7,035 | 21,215 | 14,180 | | 14,180 | 33.2% | |
| 4002 Pensions | 910 | 10,505 | 21,284 | 10,779 | | 10,779 | 49.4% | |
| 4011 Recruitment | 1,044 | 1,044 | 2,000 | 956 | 790 | 166 | 91.7% | |
| 4015 Agency Staff | 2,236 | 8,536 | 0 | (8,536) | | (8,536) | 0.0% | |
| 4130 Misc Costs | 0 | 580 | 0 | (580) | | (580) | 0.0% | |
| Staff Costs :- Indirect Expenditure | <u>11,451</u> | <u>101,673</u> | <u>185,935</u> | <u>84,262</u> | <u>790</u> | <u>83,472</u> | <u>55.1%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(11,451)</u> | <u>(81,673)</u> | <u>(165,935)</u> | <u>(84,262)</u> | | | | |
| 101 Administration | | | | | | | | |
| 1002 Income - Bank Interest | 241 | 1,393 | 120 | (1,273) | | | 1160.9% | |
| 1009 Income - Misc | 27,556 | 27,556 | 0 | (27,556) | | | 0.0% | |
| 1176 Precept | 0 | 221,702 | 332,552 | 110,850 | | | 66.7% | |
| Administration :- Income | <u>27,796</u> | <u>250,651</u> | <u>332,672</u> | <u>82,021</u> | | | <u>75.3%</u> | <u>0</u> |
| 4003 Training - Staff | 0 | 360 | 1,500 | 1,140 | | 1,140 | 24.0% | |
| 4004 Training - Members | 0 | 305 | 1,500 | 1,196 | | 1,196 | 20.3% | |
| 4005 Travel - Staff | 6 | 91 | 600 | 509 | | 509 | 15.2% | |
| 4006 Travel - Members | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4007 Translation Fees | 0 | 260 | 1,000 | 740 | 668 | 72 | 92.8% | |
| 4008 IT Costs | 0 | 4,255 | 4,000 | (255) | | (255) | 106.4% | |
| 4009 Phone/Broadband | 0 | 2,056 | 3,000 | 944 | | 944 | 68.5% | |
| 4010 Members Allowance | 0 | 2,704 | 4,328 | 1,624 | | 1,624 | 62.5% | |
| 4035 General Maintenance | (86) | 0 | 0 | 0 | | 0 | 0.0% | |
| 4036 Grounds Maintenance | (28) | 0 | 0 | 0 | | 0 | 0.0% | |
| 4037 Tree Warden | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4046 Photocopying | 278 | 514 | 1,000 | 486 | 490 | (5) | 100.5% | |
| 4047 Consumeables | 227 | 984 | 2,000 | 1,016 | 56 | 960 | 52.0% | |
| 4048 Postages | 5 | 134 | 700 | 566 | 25 | 542 | 22.6% | |
| 4049 Risk Assessments | 0 | 670 | 1,250 | 580 | 1,200 | (620) | 149.6% | |
| 4055 Audit Fee - External | 0 | (900) | 900 | 1,800 | 900 | 900 | 0.0% | |
| 4056 Audit Fee - Internal | 0 | (301) | 613 | 914 | | 914 | (49.0%) | |
| 4085 Conference Expenses | 60 | 60 | 500 | 440 | | 440 | 12.0% | |
| 4086 Elections | 0 | 3,927 | 5,500 | 1,573 | | 1,573 | 71.4% | |
| 4120 Professional & Legal Fees | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4121 Bank Charges | 7 | 58 | 150 | 92 | 26 | 66 | 56.0% | |
| 4125 Contingency | 0 | 0 | 1,350 | 1,350 | | 1,350 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|------------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4216 Finance Software | 0 | 922 | 1,500 | 578 | | 578 | 61.5% | |
| 4818 Payroll Support costs | 31 | 437 | 700 | 263 | 511 | (248) | 135.4% | |
| 4819 IT Software & Hardware | 0 | 120 | 0 | (120) | | (120) | 0.0% | |
| Administration :- Indirect Expenditure | <u>501</u> | <u>16,656</u> | <u>34,391</u> | <u>17,735</u> | <u>3,877</u> | <u>13,859</u> | <u>59.7%</u> | <u>0</u> |
| Net Income over Expenditure | <u>27,295</u> | <u>233,995</u> | <u>298,281</u> | <u>64,286</u> | | | | |
| 102 Civic Expenses | | | | | | | | |
| 1004 Income - Mayors | 0 | 338 | 0 | (338) | | | 0.0% | |
| Civic Expenses :- Income | <u>0</u> | <u>338</u> | <u>0</u> | <u>(338)</u> | | | | <u>0</u> |
| 4020 Mayors Allowance | 0 | 1,500 | 1,500 | 0 | | 0 | 100.0% | |
| 4021 Other Civic Costs | 80 | 1,480 | 1,250 | (230) | | (230) | 118.4% | |
| 4023 Council Regalia | 0 | 112 | 1,000 | 888 | | 888 | 11.2% | |
| 4024 Honours Board | 0 | 751 | 110 | (641) | | (641) | 682.7% | |
| 4025 Town Memorabilia | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| Civic Expenses :- Indirect Expenditure | <u>80</u> | <u>3,843</u> | <u>4,060</u> | <u>217</u> | <u>0</u> | <u>217</u> | <u>94.7%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(80)</u> | <u>(3,505)</u> | <u>(4,060)</u> | <u>(555)</u> | | | | |
| 103 Premises | | | | | | | | |
| 1000 Income - Hall Hire | 0 | 3,366 | 1,100 | (2,266) | | | 306.0% | |
| Premises :- Income | <u>0</u> | <u>3,366</u> | <u>1,100</u> | <u>(2,266)</u> | | | <u>306.0%</u> | <u>0</u> |
| 4030 Rates | 816 | 5,711 | 9,702 | 3,991 | 2,448 | 1,543 | 84.1% | |
| 4031 Heat/Light/Water | 0 | (8,000) | 32,000 | 40,000 | | 40,000 | (25.0%) | |
| 4035 General Maintenance | 98 | 1,337 | 3,000 | 1,663 | 1,523 | 139 | 95.4% | |
| 4036 Grounds Maintenance | 157 | 329 | 1,000 | 671 | 110 | 561 | 43.9% | |
| 4041 Office Equipment | 0 | 0 | 600 | 600 | | 600 | 0.0% | |
| 4042 Furniture | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4043 Hearse House | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4044 Waste Disposal | 40 | 177 | 600 | 423 | 440 | (17) | 102.8% | |
| 4045 Insurance | 0 | 1,925 | 1,800 | (125) | | (125) | 106.9% | |
| Premises :- Indirect Expenditure | <u>1,111</u> | <u>1,479</u> | <u>49,402</u> | <u>47,923</u> | <u>4,521</u> | <u>43,402</u> | <u>12.1%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(1,111)</u> | <u>1,887</u> | <u>(48,302)</u> | <u>(50,189)</u> | | | | |
| 104 Subscriptions | | | | | | | | |
| 4060 SLCC | 0 | 710 | 1,000 | 290 | | 290 | 71.0% | |
| 4061 OVW | 0 | 2,266 | 2,300 | 34 | | 34 | 98.5% | |
| 4062 NWATC | 0 | 0 | 110 | 110 | | 110 | 0.0% | |
| 4063 CVSC | 0 | 0 | 15 | 15 | | 15 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 4064 Clerks & Councils Direct | 0 | 0 | 60 | 60 | | 60 | 0.0% | |
| 4066 Data Protection | 0 | 0 | 40 | 40 | | 40 | 0.0% | |
| 4068 Parish Online | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 4069 Fields In Trust | 0 | 0 | 65 | 65 | | 65 | 0.0% | |
| Subscriptions :- Indirect Expenditure | 0 | 2,976 | 3,840 | 864 | 0 | 864 | 77.5% | 0 |
| Net Expenditure | 0 | (2,976) | (3,840) | (864) | | | | |
| 106 Community Schemes | | | | | | | | |
| 1001 Income - Newsletter/Advert | 0 | 0 | 300 | 300 | | | 0.0% | |
| 1008 Income - Grant | 0 | 4,232 | 0 | (4,232) | | | 0.0% | |
| 1009 Income - Misc | 0 | 785 | 0 | (785) | | | 0.0% | |
| Community Schemes :- Income | 0 | 5,017 | 300 | (4,717) | | | 1672.5% | 0 |
| 4035 General Maintenance | 200 | 200 | 0 | (200) | | (200) | 0.0% | |
| 4036 Grounds Maintenance | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4076 War Memorials | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4077 Queens Jubilee | 0 | 4,232 | 0 | (4,232) | | (4,232) | 0.0% | |
| 4080 The Mount | 0 | 0 | 1,500 | 1,500 | 1,328 | 172 | 88.5% | |
| 4082 Planters | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4083 Noticeboards | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 4084 Floodlighting | 19 | 263 | 1,000 | 737 | 354 | 383 | 61.7% | |
| 4087 Events | 969 | 1,052 | 3,000 | 1,948 | 1,480 | 469 | 84.4% | |
| 4088 Toilet financial support/hire | 185 | 950 | 2,750 | 1,800 | | 1,800 | 34.5% | |
| 4091 Street Furniture | 0 | 0 | 2,000 | 2,000 | 300 | 1,700 | 15.0% | |
| 4092 Play Schemes | 0 | 2,000 | 1,900 | (100) | | (100) | 105.3% | |
| 4093 MUGA/Play Equip | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4094 Traffic Calming | 0 | 0 | 4,500 | 4,500 | | 4,500 | 0.0% | |
| 4096 Footpaths Maintenance | 0 | 0 | 6,000 | 6,000 | 880 | 5,120 | 14.7% | |
| 4098 Pensarn Promenade | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4099 Hanging Baskets | 0 | 485 | 2,600 | 2,115 | | 2,115 | 18.7% | |
| 4101 Free Parking | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4104 Newsletter | 0 | 1,623 | 2,500 | 877 | | 877 | 64.9% | |
| 4105 Website | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4107 Notices - Other | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4115 CCTV | 0 | 0 | 2,688 | 2,688 | 2,520 | 168 | 93.8% | |
| 4117 Match Funding - Toilets | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4210 Concert | 0 | 0 | 0 | 0 | 150 | (150) | 0.0% | |
| Community Schemes :- Indirect Expenditure | 1,373 | 10,804 | 90,638 | 79,834 | 7,012 | 72,821 | 19.7% | 0 |
| Net Income over Expenditure | (1,373) | (5,787) | (90,338) | (84,551) | | | | |

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 107 Grants/Donations | | | | | | | | |
| 4108 S 137 | 0 | 11,000 | 10,500 | (500) | | (500) | 104.8% | |
| 4109 Sports Clubs | 0 | 1,250 | 250 | (1,000) | | (1,000) | 500.0% | |
| 4110 Grants - Other | 0 | 1,250 | 1,250 | 0 | | 0 | 100.0% | |
| 4111 Youth Grants | 0 | 500 | 600 | 100 | | 100 | 83.3% | |
| 4112 Social/Recreational | 0 | 1,450 | 1,450 | 0 | | 0 | 100.0% | |
| 4113 Entertain/Culture/Arts | 0 | 100 | 100 | 0 | | 0 | 100.0% | |
| 4114 Donations | 0 | 120 | 5,000 | 4,880 | | 4,880 | 2.4% | |
| 4118 Community Sport Fund | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4119 Commemoration Grant | 0 | 2,885 | 5,000 | 2,115 | | 2,115 | 57.7% | |
| Grants/Donations :- Indirect Expenditure | 0 | 18,555 | 34,150 | 15,595 | 0 | 15,595 | 54.3% | 0 |
| Net Expenditure | 0 | (18,555) | (34,150) | (15,595) | | | | |
| 108 Christmas Decorations | | | | | | | | |
| 4035 General Maintenance | 0 | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4200 Infrastructure Work(Columns) | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4201 Purchase New Motifs | 0 | 11,393 | 12,000 | 607 | | 607 | 94.9% | |
| 4202 Timers & Basic Infrastructure | 0 | 240 | 2,850 | 2,610 | | 2,610 | 8.4% | |
| 4204 Purchase of Trees | 0 | 6,070 | 7,000 | 930 | | 930 | 86.7% | |
| 4206 Infrastructure Work(Trees) | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4207 Installation | 2,205 | 2,205 | 11,000 | 8,795 | 1,075 | 7,720 | 29.8% | |
| 4208 Electricity | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4212 Signs,Tags & Engraving | 0 | 0 | 150 | 150 | | 150 | 0.0% | |
| Christmas Decorations :- Indirect Expenditure | 2,205 | 19,909 | 48,000 | 28,091 | 1,075 | 27,016 | 43.7% | 0 |
| Net Expenditure | (2,205) | (19,909) | (48,000) | (28,091) | | | | |
| 109 Place Plan | | | | | | | | |
| 4131 Place Plan project funding | 0 | 0 | 3,000 | 3,000 | 770 | 2,230 | 25.7% | |
| Place Plan :- Indirect Expenditure | 0 | 0 | 3,000 | 3,000 | 770 | 2,230 | 25.7% | 0 |
| Net Expenditure | 0 | 0 | (3,000) | (3,000) | | | | |
| 110 Fireworks | | | | | | | | |
| 4129 Other Firework costs | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4209 Barrier Hire | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4217 Purchase of Fireworks | 0 | 0 | 5,000 | 5,000 | 3,750 | 1,250 | 75.0% | |
| 4218 Traffic Man/Security etc | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| Fireworks :- Indirect Expenditure | 0 | 0 | 12,000 | 12,000 | 3,750 | 8,250 | 31.2% | 0 |
| Net Expenditure | 0 | 0 | (12,000) | (12,000) | | | | |

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| Grand Totals:- Income | 27,796 | 279,372 | 354,072 | 74,700 | | | 78.9% | |
| Expenditure | 16,721 | 175,894 | 465,416 | 289,522 | 21,795 | 267,726 | 42.5% | |
| Net Income over Expenditure | <u>11,075</u> | <u>103,478</u> | <u>(111,344)</u> | <u>(214,822)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>11,075</u> | <u>103,478</u> | | | | | | |

CF1PS2

Abergele Town Council

Bank - Cash and Investment Reconciliation as at 31 October 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

| | | |
|------------|--------------------------|------------|
| 31/10/2023 | Current Bank A/c | 2,544.32 |
| 31/10/2023 | Quarterly Interest A/c | 273,941.71 |
| 31/10/2023 | Swansea Building Society | 79,379.82 |
| 31/10/2023 | Hall & Development A/c | 36,321.35 |
| 31/10/2023 | Petty Cash | 150.00 |

392,337.20

Unpresented Payments

527.41

391,809.79

Receipts not on Bank Statement

0.00

Closing Balance

391,809.79

All Cash & Bank Accounts

| | | |
|---|---------------------------------------|-------------------------------|
| 1 | Current Bank A/c | 2,016.91 |
| 2 | Quarterly Interest A/c | 273,941.71 |
| 3 | Swansea Building Society | 79,379.82 |
| 4 | Hall & Development A/c | 36,321.35 |
| 6 | Petty Cash | 150.00 |
| | Other Cash & Bank Balances | 0.00 |
| | Total Cash & Bank Balances | <hr/> 391,809.79 <hr/> |

CF1P53

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 1 - Current Bank A/c

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|----------------------|
| Current Bank A/c | 31/10/2023 | | 2,544.32 |
| | | | <u>2,544.32</u> |
| <u>Unpresented Payments (Minus)</u> | | | <u>Amount</u> |
| 18/08/2022 | FP15 | SLCC | 108.00 |
| 18/08/2022 | FP16 | SLCC | 108.00 |
| 24/04/2023 | FP27 | Llangollen International Eiste | 100.00 |
| 18/05/2023 | FP11 | Conwy County Borough Council | 24.00 |
| 20/07/2023 | FP15 | EDF Energy | 34.00 |
| 21/09/2023 | FP03 | Supertemps Recruitment | 21.25 |
| 21/09/2023 | FP09 | DCK ACCOUNTING SOLUTIONS | 46.22 |
| 19/10/2023 | FP06 | Pitney Bowes | 5.94 |
| 19/10/2023 | FP11 | Beulah Brass | 80.00 |
| | | | <u>527.41</u> |
| | | | 2,016.91 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | | 0.00 |
| | | | <u>0.00</u> |
| | | | 2,016.91 |
| | | Balance per Cash Book is :- | 2,016.91 |
| | | Difference is :- | 0.00 |

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

CP1P54

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 2 - Quarterly Interest A/c

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|-------------------|
| Quarterly Interest A/c | 31/10/2023 | | 273,941.71 |
| | | | <u>273,941.71</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 273,941.71 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 273,941.71 |
| | | Balance per Cash Book is :- | 273,941.71 |
| | | Difference is :- | 0.00 |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

CF1P55

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 3 - Swansea Building Society

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|------------------|
| Swansea Building Society | 31/10/2023 | | 79,379.82 |
| | | | <u>79,379.82</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 79,379.82 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 79,379.82 |
| | | Balance per Cash Book is :- | 79,379.82 |
| | | Difference is :- | 0.00 |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

CAIP56

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 4 - Hall & Development A/c

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|------------------|
| Hall & Development A/c | 31/10/2023 | | 36,321.35 |
| | | | <u>36,321.35</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 36,321.35 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 36,321.35 |
| | | Balance per Cash Book is :- | 36,321.35 |
| | | Difference is :- | 0.00 |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

CF1P57

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 6 - Petty Cash

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| Petty Cash | 31/10/2023 | | 150.00 |
| | | | <u>150.00</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 150.00 |
| <u>Unpresented Receipts (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 150.00 |
| | | Balance per Cash Book is :- | 150.00 |
| | | Difference is :- | 0.00 |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

CAPS8