

Correspondence File 1

Policy & Finance Meeting
17th February 2022

Fee scales for town and community councils with annual income or expenditure under £2.5 million

Town and community councils in Wales are subject to a limited assurance audit regime.

In October 2020, the Auditor General published a paper setting out how these audits will be carried out on a three-year cycle as set out in **Exhibit 15**.

Exhibit 15 – Three-year audit cycle for town and community councils

	Group A	Group B	Group C
Year 1	Transaction testing	Limited procedures	Limited procedures
Year 2	Limited procedures	Transaction testing	Limited procedures
Year 3	Limited procedures	Limited procedures	Transaction testing

Charges for this work are based on the time taken to complete the audit at fee rate charges as set out in **Exhibit 1** on **page 6**.

In circumstances where the auditor requires further evidence to properly discharge their responsibilities, including following publication of a related public interest report, additional testing will be undertaken to address the auditor's concerns.

It is emphasised that the actual charge made to any particular body will be dependent on the time actually worked on that particular audit. The range of fees provided in **Exhibit 16** is for indicative purposes only.

Exhibit 16: estimated time charges for the audit of 2021-22 accounts of town and community councils

	Band 1 (<£10k)	Band 2 (<£25k)	Band 3 (<£50k)	Band 4 (<£100k)	Band 5 (<£500k)	Band 6 (>£500k)
Transaction audit	£145 – £175	£160 – £190	£220 – £270	£340 – £415	£605 – £725	£805 – £1,040
Limited procedures	£105 – £125	£130 – £155	£130 – £155	£200 – £240	£200 – £240	£200 – £240

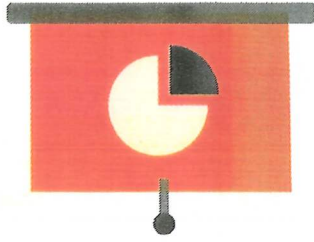
Fee rates for other work in local government

Other than those types of bodies for which fee scales have been prescribed as shown above, there are a few other types of local government body where our prescription of the fee scale is a matter of converting the resource requirements into fees directly based on the costs of delivering the work or by applying the fee rates as set out in **Exhibit 1**. It remains the case that for audits of these bodies we apply a zero-based approach to audit planning.

For all types of local government body, to meet his statutory responsibilities, it is sometimes necessary for the Auditor General to carry out work which goes beyond general duties (those set out in section 17 of the Public Audit (Wales) Act 2004 and in section 15 of the Well-being of Future Generations (Wales) Act 2015). Additional work can include reports in the public interest, extraordinary audit, special inspections and further work in relation to elector challenge and the prevention of unlawful expenditure. Charges for this type of work will reflect the nature of the work required.

Auditors may also undertake grant certification work at local government bodies on behalf of the Auditor General. The amount of grant certification work undertaken in any year is dependent on the number of schemes subject to audit and the number of audited bodies participating in those schemes. Charges for this work are made on a per-hour basis and reflect the size, complexity or any issues in respect of the grant in question as set out in **Exhibit 17**.

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2 February 2022

We've published the Fee Scheme for 2022-23

Thank you to those who responded to our consultation, our Fee Scheme for 2022-23 has now been approved by the Senedd.

The Fee Scheme provides the basis on which Audit Wales charges fees.

You can find the [Scheme on our website](#).

Archwilio Cymru / Audit Wales
www.audit.wales

You are receiving this e-bulletin because we need to communicate with you to publicise our work in exercise of our supplementary powers, under sections 9 and 14 of the Public Audit (Wales) Act 2013, which is in the performance of a task in the public interest.

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ATC Clerk

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From: Julie Ultrasound <julie.ultrasound@hotmail.co.uk>
Sent: 16 January 2022 18:51
To: ATC Clerk; info@colwyn-tc.gov.uk; ecrhoslan@yahoo.com; eirian_roberts@yahoo.co.uk; cleric@cyngorbromachno.cymru; sianwyngriffiths_caerhuncc@yahoo.co.uk; cyngorcymunedcapelcurig@gmail.com; Carol-humphreys@hotmail.com; info@conwytowncouncil.gov.uk; dafydd41williams@btinternet.com; roberts565@btinternet.com; clerceglwysbach@hotmail.co.uk; Cllr Goronwy Edwards; cleric@llanddoged-maenan.org.uk; cleric@llanddulasc.org.uk; towncouncil@llandudno.gov.uk; jayne@llanfairfechan.net; williamsllion05@gmail.com; Cllr Ifor G. Lloyd; Carol-humphreys@hotmail.com; cyngorcymunedllangernyw@gmail.com; rhianellis1@btinternet.com; emrystw@gmail.com; clericllanrwst@outlook.com; emrystw@gmail.com; llansannancc@gmail.com; clericllysfaen@gmail.com; nikkidibb@tiscali.co.uk; cleric@penmaenmawr.org; pentrefoelascc@gmail.com; cleric@tkbtc.co.uk; cleric@trefriwcommunitycouncil.co.uk; eirian_roberts@yahoo.co.uk
Subject: Request for town and community councils to consider making a donation to help LNWCS continue providing help to people in need across the 6 counties

LNWCS (Company Number 13435742) is a not-for-profit limited company.

Dear Town Council,

Apologies that this email is not bi-lingual, as yet we do not have any volunteers who are able to translate correspondence on our behalf.

I would be most grateful if you could consider making a financial donation to help Love North Wales Community Support continue providing much valued aid to those across North Wales who need help with basic needs.

For those councils who have already made a donation, thank you and I apologise for inadvertently including you in this (rather long) email.

LNWCS aims to improve the quality of life of individuals and families experiencing poverty or distress across North Wales by providing practical support.

We have delivered supplies to individuals and families in all 6 of our counties.

The people we help may be facing job loss or homelessness, fleeing violence, have had or are recovering from drug or alcohol problems or struggling with mental or physical health issues. Some of those we help are simply struggling and experiencing problems caused by the pandemic.

Age is no barrier - we have delivered supplies for new born babies and our eldest recipient was 85.

We do not discriminate. If someone needs help, we will do our best to provide what they need (food, furniture, mobility aids, white and other electrical goods, bedding, kitchen items, baby goods, toys).

We do not help people directly; we require a formal referral (from a 'work' email) to ensure we really are helping those most in need and so that anyone who donates to us can be certain that their donation will be allocated appropriately.

We recently made LNWCS into a not-for-profit limited company because without doing so we would not be eligible to apply for any grants or funding from external sources.

We started out storing items in Meliden Community centre but soon outgrew it and are now renting an industrial unit in Rhuddlan (one of the directors paid the rent when we didn't have any funds).

Although we are in the process of applying for grants, the only funding we receive is variable, coming as it does from individuals, selling donated items or using our van (paid for by one of the directors) and a couple of volunteers to move items or help with house clearances ('man with a van' type of work).

We would love to welcome any council members to our unit to give you a feel for what we do. Alternatively, we are more than happy to do a short presentation at one of your council meetings.

We recently received a visit from Gareth Davies (MS for the Vale of Clwyd) and any help local councils can give us either financial or in raising awareness of the work we do within their communities could be the difference between us being able to support those in need or having to turn down requests.

We have accepted referrals from many agencies including (but not limited to):

Denbighshire Homeless Prevention Team
Denbighshire Voluntary Services Council
Flintshire Local Voluntary Council
Warm Wales (Flintshire)
Conwy Social Services (Family Support team)
The Wallich (Homeless)
DASU (Domestic Abuse Service)
SSAFA (Armed Forces Association)
BCUHB Health Visitors Team
Kaleidoscope (Alcohol & Substance Abuse)
Clwyd Alyn (Tenancy Support Team)
Cyfle Cymru (Substance Misuse)
HAFAL (Mental Illness Support)
CAIS (Substance Misuse)

We work collaboratively with other Charities and groups such as:

Prestatyn and Meliden Foodbank
Rhyl Foodbank
Dyserth Pet Rescue
Idlewild Animal Charity
NSPCC Dyserth
Walk and Talk Domestic Abuse Support
DVSC
FLVC
CVSC

Many thanks

Kind regards

Julie Burnage (Director LNWCS)

Sent from [Mail](#) for Windows

There is an item (number 4) on the agenda at this year's Annual General Meeting (AGM) to amend the Rules of the Society. The purpose of this note is to provide an explanation to members of the substance of the alterations.

The Society has not altered its Rules since 1st July 2014. It is now doing so following the publication by the Building Societies Association (BSA) of a new (Seventh) Edition of its Model Rules (on which the Society's Rules are based). This has been produced by BSA to reflect changes in building society law and practice since the publication of the previous edition of the Model Rules.

The proposed alterations to the Society's Rules reflect very closely the wording of the BSA Model Rules. The Financial Conduct Authority (FCA) has been consulted in the development of this edition of the Model Rules and has indicated that it would regard its use by societies as helpful.

This note sets out the main areas of change and provides examples of specific changes in each area. If you would like a full copy of the existing Rules, with the alterations highlighted, this is available from our Head Office (telephone 01792 739150), at any branch, or on the Society's website. It is intended that, if the alterations to the Rules are agreed at the AGM, they will take effect (subject to registration by FCA) on 1 June 2021.

The Board believes that these alterations will benefit the Society and its members and recommends that members vote FOR the alterations.

What are we proposing to change?

The society's rules are our main constitutional document and set out the principles and basis on which the society is governed including the requirements for and how members' meetings are held.

We are proposing to update the rules:

- to allow members' meetings to be held electronically and/or in more than one physical location;
- to clarify the procedures for adjourned meetings;
- to clarify the quorum requirements for meetings;
- to improve the requirements regarding giving notice of meetings in the event of disruption to postal services; and
- to reflect the requirements of The Mental Health (Discrimination) Act 2013.

There are also some re-numbering and minor typographical changes to make to the rules.

Why are we proposing to change the rules on how members' meetings are held?

In 2020, the COVID-19 pandemic and subsequent strict lockdown restrictions made the holding of Annual General Meetings challenging. The last minute closure of meeting venues, rules around social distancing and movement restrictions meant that participation was severely limited. There is a clear member benefit in updating the rules of the society to allow member meetings to be held electronically or at more than one venue (or by a combination of both physical attendance and using an electronic platform), so that all members who wish to do so can fully participate in the meeting whilst helping to make sure that we keep our members and employees safe. We're proposing to update the rules to allow the Board to arrange for members to attend a meeting at one or more venues and/or using an electronic platform if the Board decides it would be safe and appropriate.

Why are we proposing rules relating to adjourned meetings?

The COVID-19 disruptions last year also focused our attention on the procedures in the event meetings are disrupted and need

to be adjourned. We are proposing rules to clarify the procedure. This includes the notice requirements to inform members of the time, venue and date of the new meeting.

Why are we proposing to change the rules regarding quorum at meetings?

We are proposing to clarify the rules regarding quorum at adjourned meetings, by stating that there must be at least two members present at the meeting.

Why are we proposing to change the rules regarding the removal of directors?

We are proposing to amend the rules regarding the removal of directors to reflect the requirements of The Mental Health (Discrimination) Act 2013.

Why are we proposing to change the rules regarding disruption to the postal service?

We are proposing to strengthen the rules regarding when notice is deemed to have been given to members in the event of disruption to the postal service. Measures include ensuring notice is published on the society's website in addition to either prominently displaying the notice at the societies head office and branches or publishing the notice in two leading newspapers.

Proposed rule changes

To allow meetings to be held electronically and/or at more than one physical location.

To add new definitions in alphabetical order in the Interpretation section as follows:

"Electronic Platform" means such electronic and/or telecommunications facilities as may be approved by the Board from time to

time that enable members to attend and participate simultaneously in a general meeting without attending a physical meeting place;

"Secondary Meeting Place" means a secondary physical meeting place (or more than one such place) for a general meeting at which members may attend and participate in the general meeting simultaneously via an audiovisual link to the principal physical meeting place, as an alternative to attending the principal physical meeting place;

Insert a new Rule 32 as follows:

32. Means of Participation in Meetings

- (1) The Board may make arrangements for Members to attend and participate in Annual General Meetings and/or special general meetings by:
- (a) attendance at a physical meeting place;
 - (b) simultaneous attendance and participation at a Secondary Meeting Place; and/or
 - (c) using an Electronic Platform.

(2) An Annual General Meeting and/or a special general meeting may be held:

- (a) solely as a physical meeting; [o1]
- (b) subject to the Statutes, by offering Members the option to attend and participate at a physical meeting place (which may include a Secondary Meeting Place) or by using an Electronic Platform; or
- (c) subject to the Statutes, solely as an electronic meeting accessible by using an Electronic Platform.

(3) A Member is present at an Annual General Meeting or special general meeting for the purposes of these Rules if:

- (a) being an individual, he attends

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in person:

(b) being a body corporate, a Corporate Representative attends in that capacity in person; or

(c) a person appointed as his or its proxy or attorney (or any person specified in paragraph (7) of Rule 38) attends in person, including in each case where permitted by the Board in accordance with these Rules; attendance at any Secondary Meeting place or by using an Electronic Platform.

(4) Where the Board decides that Members may attend and participate in an Annual General Meeting or a special general Meeting by using an Electronic Platform, the notice of meeting given under Rule 33 shall set out details of the Electronic Platform for the meeting (and any access arrangements for such Electronic Platform shall be communicated to Members, either in the notice or otherwise).

(5) Details of any physical meeting place, Secondary Meeting Place and/or Electronic Platform that shall be stated in a notice of meeting given under Rule 33 shall constitute the place of such meeting.

(6) Arrangements shall be made for any documents which are required to be made available for inspection by Members at an Annual General Meeting or a special general meeting to be available for inspection at any Secondary Meeting Place (in addition to the principal physical meeting place) and by any Members who attend and participate in the meeting by using an Electronic Platform.

(7) Any persons wishing to attend an Annual General Meeting or a special general meeting (whether at any principal physical meeting place or by using an Electronic Platform) shall be required to comply with any identification procedures and security arrangements as the Board shall reasonably specify from time to time.

To amend existing Rule 32(9) (now Rule 33(9)) as follows:

(9) The Neither:

(a) the accidental omission to give, send or deliver a notice of meeting to ~~or~~ any Person entitled to receive it; nor

(b) the non-receipt of a notice of meeting by any Person entitled to receive ~~the~~ ~~same~~ ~~shall~~ ~~not~~ ~~it~~ ~~nor~~

(c) subject to compliance by the Society with applicable laws, the inability of any Person entitled to attend a general meeting to attend any physical meeting place (including any Secondary Meeting Place) and/or participate in the business of the meeting by using an Electronic Platform (whether as a result of any technical difficulties in relation to such Electronic Platform or otherwise), shall invalidate the proceedings at that meeting.

To bring the Rules in line with the Mental Health (Discrimination) Act 2013

To amend existing Rule 24(g)(ii) by deleting the existing text and inserting:

a registered medical practitioner who is treating that person gives a written opinion to the Society stating that he has become physically or mentally incapable of acting as a Director and may remain so for more than three months.

To clarify the rules relating to quorum at meetings

To amend existing Rule 34(1) (now Rule 35(1)) as follows:

(1) No business shall be considered at any Annual General Meeting or special general meeting unless a quorum is present at the time when the meeting proceeds to business and, subject to Rule 35(3) below in the case of an adjourned meeting, a quorum shall be constituted for all purposes as follows -

(a) except where sub-paragraph (b) below applies, by (X)

Members present and entitled to vote on a show of hands under Rule 36(5); and
(b) in the case of a special general meeting requisitioned under Rule 31(3), by (Y) Members present and entitled to vote on a show of hands under Rule 36(5).

To amend existing Rule 34(3) (now Rule 35(3)) as follows:

(3) The Members present at At an adjourned meeting, two Members present and entitled to vote on a show of hands under paragraph (1) ~~above~~ ~~to~~ ~~be~~ ~~included~~ ~~in~~ ~~the~~ ~~quorum~~ ~~for~~ ~~the~~ ~~meeting~~ ~~Rule~~ ~~38(5)~~ shall constitute a sufficient quorum.

To amend existing Rule 35 (now Rule 36) by deleting Rule 35(2) and Rule 35(3), renumbering Rule 35(4) as Rule 36(2) and making the following amendments:

(4) When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as in the case of an original meeting but otherwise it shall not be necessary to give any notice of an adjournment or of the business

~~to be transacted at an adjourned meeting.~~
(5) Subject to the Statutes and these Rules every General Meeting or special general meeting shall be decided by a simple majority and such votes shall be taken in the first instance by a show of hands unless, before the show of hands, a poll is validly demanded under Rule 36(3).

To clarify the procedures for adjourned meetings

To insert a new Rule 37 as follows:

37. ADJOURNED MEETINGS

(1) The Chairman of the meeting may, notwithstanding the presence of a quorum (and shall, if so directed by a resolution of the meeting), adjourn the meeting from time to time and from place to place but, except as provided in Rule 36(7), no business shall be transacted at any adjourned meeting other than the business left unfinished or not reached at the meeting from which the adjournment took place.

(2) Every adjourned meeting shall be deemed a continuation of the original meeting but any resolution passed at an adjourned meeting shall for all purposes be treated as having been passed on the date on which it was in fact passed and shall not be deemed to have been passed on any earlier date.

(3) When a meeting is adjourned for 30 days or more, a notice specifying the hour, date and place of the adjourned meeting, and stating the business left unfinished or not reached at the meeting from which the adjournment took place, shall be given to Members as provided in Rule 33(3). The notice shall also state that -
(a) a Member entitled to attend

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and vote may appoint one proxy to attend and, on a poll, vote at the meeting instead of him, and

(b) the proxy need not be a

Member of the Society, and
(c) the Member may direct the proxy how to vote at the meeting.

Where a meeting is adjourned for less than 30 days, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at such an adjourned meeting.

(4) The appointment of a proxy made in accordance with Rule 39 shall, unless provided otherwise in the instrument appointing such proxy, be valid for any adjournment of the meeting. Nothing in this paragraph (4) shall prevent a Member from submitting a new instrument appointing a proxy in relation to the adjourned meeting, which shall take precedence over any earlier instrument or from attending the adjourned meeting in person if the Member wishes to do so.

(5) The adjournment of a meeting shall not affect the validity of the business that was concluded at the meeting from which the adjournment took place, prior to the adjournment of such meeting.

To amend existing Rule 39(10) (now Rule 41(10)) as follows:

(10) The Board shall announce the result of the postal ballot by -

(a) an advertisement in a daily newspaper circulating throughout the United Kingdom, a newspaper or newspapers having an appropriate circulation, and a notice published on the Society's website; and

To amend the rules regarding disruption to postal services

To amend existing Rule 47(4) (now Rule 49(4)) as follows:

(4) If, by reason of the suspension or curtailment of postal services, the Society is unable to give notice by post in hard copy form of a meeting, then such notice shall be deemed to have been given to all Members entitled to receive such notice in hard copy form if the Society complies with paragraph 35 of Schedule 2 to the Act and notice is published on the Society's website and is advertised either:
(a) by a notice displayed in a prominent position at the Society's Principal Office and at all branch offices; or
(b) in at least two leading daily newspapers widely circulated in the United Kingdom.

Such notice shall be deemed to have been duly served on all Members entitled to receive notice of such meeting at noon on the day earlier of the date on which the notice is first displayed at all branch offices in accordance with paragraph (a) and the date on which the second of such newspaper advertisements shall, in any such case the Society shall, make such in accordance with paragraph (b) (as the case may be).
The notice shall continue to be available on an appropriate the Society's website of the Society from the date of such advertisement until the conclusion of the meeting; and (b) the Society shall send confirmatory copies of the notice to those Members entitled to receive notice of the meeting by post in hard copy form if, at least seven days before the meeting, the posting of notices to addresses throughout the United Kingdom again becomes practicable.

Re-numbering and minor typographical changes to the Rules

As a result of inserting a new Rule 32 and new Rule 37 as above, all subsequent rule numbers (and any rules which reference Rule 32 and Rule 37 or subsequent rules, including any relevant references to rule numbers in the Interpretation section of the rules) will be amended and updated to reflect revised rule numbers.
In addition, the following minor typographical changes will be made:

The definition of "Regulator" will be amended by replacing *Financial Services Authority* with *Financial Conduct Authority*.

The word "and" will be added to the end of (ii) of the definition of "Special Resolution".

The words "and any" will be deleted from the definition of "Statutes" and the word "Any" will be added to the beginning of (b). The subsequent paragraphs (b) through to (h) will be amended to take account of the change to the earlier paragraphs under the definition. The word "or" will be added at the end of paragraph (d)(ii) (now (e)(ii)).

At Rule 24(i) replace "V" with "4A"

At Rule 35(6)(b) (now Rule 36(3)(b)) replace the word "representative" with "Corporate Representative".

At Rule 36(5) (now Rule 38(5)) the words "or by a representative" will be deleted.

At Rule 37(3) (now Rule 39(3)) the words "or by a representative" will be deleted.

Abergele Town Council



Monthly Budget Monitoring Report

31st January 2022

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Detailed Income & Expenditure by Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Actual Last Year	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	60,000	0	(60,000)			0.0%	
Staff Costs :- Income	<u>0</u>	<u>60,000</u>	<u>0</u>	<u>(60,000)</u>				<u>0</u>
4000 Staff Salaries	81,331	77,812	114,289	36,477		36,477	68.1%	
4001 Paye/NI	6,756	6,315	15,871	9,556		9,556	39.8%	
4002 Pensions	14,384	12,961	21,828	8,867		8,867	59.4%	
4107 Notices - Other	0	360	0	(360)	1,789	(2,149)	0.0%	
Staff Costs :- Indirect Expenditure	<u>102,472</u>	<u>97,448</u>	<u>151,988</u>	<u>54,540</u>	<u>1,789</u>	<u>52,751</u>	<u>65.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(102,472)</u>	<u>(37,448)</u>	<u>(151,988)</u>	<u>(114,540)</u>				
101 Administration								
1002 Income - Bank Interest	272	136	200	64			68.2%	
1009 Income - Misc	500	36	0	(36)			0.0%	
1176 Precept	290,238	297,249	297,249	0			100.0%	
Administration :- Income	<u>291,010</u>	<u>297,422</u>	<u>297,449</u>	<u>27</u>			<u>100.0%</u>	<u>0</u>
4003 Training - Staff	742	90	1,000	910	120	790	21.0%	
4004 Training - Members	210	180	1,500	1,320	60	1,260	16.0%	
4005 Travel - Staff	217	191	600	409		409	31.8%	
4006 Travel - Members	47	0	300	300		300	0.0%	
4007 Translation Fees	327	258	1,000	742		742	25.8%	
4008 IT Costs	1,938	1,085	4,000	2,915		2,915	27.1%	
4009 Phone/Broadband	3,645	550	3,000	2,450	832	1,618	46.1%	
4010 Members Allowance	2,150	2,150	3,400	1,250	4	1,247	63.3%	
4037 Tree Warden	0	0	500	500		500	0.0%	
4046 Photocopying	1,166	685	1,900	1,215	1,472	(257)	113.5%	
4047 Consumables	1,255	944	2,000	1,056	324	732	63.4%	
4048 Postages	369	(251)	350	601	15	586	(67.3%)	
4049 Risk Assessments	1,200	0	1,250	1,250		1,250	0.0%	
4055 Audit Fee - External	256	(900)	900	1,800		1,800	(100.0%)	
4056 Audit Fee - Internal	573	(273)	546	819		819	(50.0%)	
4085 Conference Expenses	0	0	350	350		350	0.0%	
4086 Elections	0	3,741	5,000	1,259		1,259	74.8%	
4107 Notices - Other	650	2,018	0	(2,018)		(2,018)	0.0%	
4120 Professional & Legal Fees	0	0	1,000	1,000		1,000	0.0%	
4121 Bank Charges	107	76	150	74		74	50.4%	
4125 Contingency	0	0	1,700	1,700		1,700	0.0%	
4216 Finance Software	1,936	256	1,578	1,322	762	560	64.5%	
4818 Payroll Support costs	663	441	700	259	131	128	81.7%	
4819 IT Software & Hardware	3,470	677	0	(677)	4	(680)	0.0%	
Administration :- Indirect Expenditure	<u>20,922</u>	<u>11,917</u>	<u>32,724</u>	<u>20,807</u>	<u>3,722</u>	<u>17,085</u>	<u>47.8%</u>	<u>0</u>
Net Income over Expenditure	<u>270,088</u>	<u>285,504</u>	<u>264,725</u>	<u>(20,779)</u>				

Detailed Income & Expenditure by Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>102 Civic Expenses</u>								
4020 Mayors Allowance	1,500	1,500	1,500	0		0	100.0%	
4021 Other Civic Costs	181	0	1,250	1,250		1,250	0.0%	
4023 Council Regalia	1,501	0	500	500		500	0.0%	
4024 Honours Board	0	96	100	4		4	96.0%	
4025 Town Memorabilia	0	0	200	200	180	20	90.0%	
Civic Expenses :- Indirect Expenditure	<u>3,182</u>	<u>1,596</u>	<u>3,550</u>	<u>1,954</u>	<u>180</u>	<u>1,774</u>	<u>50.0%</u>	<u>0</u>
Net Expenditure	(3,182)	(1,596)	(3,550)	(1,954)				
6001 less Transfer to EMR	(829)	0						
Movement to/(from) Gen Reserve	(2,353)	(1,596)						
<u>103 Premises</u>								
4030 Rates	8,159	8,159	8,400	241	816	(575)	106.8%	
4031 Heat/Light/Water	3,951	(8,000)	8,000	16,000		16,000	(100.0%)	
4035 General Maintenance	1,725	1,456	3,000	1,544	159	1,385	53.8%	
4036 Grounds Maintenance	33	100	1,000	900		900	10.0%	
4041 Office Equipment	0	122	500	378	26	353	29.5%	
4042 Furniture	0	0	500	500		500	0.0%	
4043 Hearse House	0	0	200	200		200	0.0%	
4044 Waste Disposal	234	374	500	126	147	(21)	104.2%	
4045 Insurance	1,660	1,682	1,800	118		118	93.5%	
4081 Grass Cutting	42	0	0	0		0	0.0%	
Premises :- Indirect Expenditure	<u>15,803</u>	<u>3,893</u>	<u>23,900</u>	<u>20,007</u>	<u>1,148</u>	<u>18,859</u>	<u>21.1%</u>	<u>0</u>
Net Expenditure	(15,803)	(3,893)	(23,900)	(20,007)				
<u>104 Subscriptions</u>								
4060 SLCC	491	208	650	442		442	32.0%	
4061 OVW	1,878	1,961	1,950	(11)		(11)	100.6%	
4062 NWATC	65	65	75	10		10	86.7%	
4063 CVSC	0	0	15	15		15	0.0%	
4064 Clerks & Councils Direct	48	12	60	48		48	20.0%	
4066 Data Protection	35	0	40	40		40	0.0%	
4068 Parish Online	203	0	250	250		250	0.0%	
4069 Fields In Trust	65	0	65	65		65	0.0%	
4070 North Wales Play Assoc	0	0	50	50		50	0.0%	
Subscriptions :- Indirect Expenditure	<u>2,785</u>	<u>2,246</u>	<u>3,155</u>	<u>909</u>	<u>0</u>	<u>909</u>	<u>71.2%</u>	<u>0</u>
Net Expenditure	(2,785)	(2,246)	(3,155)	(909)				

Detailed Income & Expenditure by Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
106 Community Schemes								
1001 Income - Newsletter/Advert	0	102	0	(102)			0.0%	
1008 Income - Grant	12,376	7,268	30,000	22,732			24.2%	
1009 Income - Misc	0	880	0	(880)			0.0%	
Community Schemes :- Income	12,376	8,250	30,000	21,750			27.5%	0
4036 Grounds Maintenance	0	0	1,000	1,000		1,000	0.0%	
4076 War Memorials	0	0	500	500		500	0.0%	
4080 The Mount	1,355	0	11,500	11,500	1,235	10,265	10.7%	
4081 Grass Cutting	0	24	0	(24)		(24)	0.0%	
4082 Planters	3,000	1,150	6,500	5,350	1,150	4,200	35.4%	
4083 Noticeboards	0	0	700	700		700	0.0%	
4084 Floodlighting	3,119	387	800	413		413	48.3%	
4087 Events	199	7,515	5,000	(2,515)	1,290	(3,805)	176.1%	
4088 Toilet financial support/hire	1,915	1,375	1,680	305	480	(175)	110.4%	
4089 Bus Shelters Capital outlay	3,305	0	0	0		0	0.0%	
4090 Pensarn Enhancements	0	8,418	0	(8,418)		(8,418)	0.0%	
4091 Street Furniture	12,374	20,862	2,000	(18,862)	173	(19,035)	1051.8%	
4092 Play Schemes	0	1,390	1,900	510		510	73.2%	
4093 MUGA/Play Equip	0	314	5,000	4,686		4,686	6.3%	
4094 Traffic Calming	0	20,000	14,000	(6,000)		(6,000)	142.9%	
4096 Footpaths Maintenance	3,960	880	6,000	5,120		5,120	14.7%	
4097 Tourism Signs	0	0	0	0	9,000	(9,000)	0.0%	
4099 Hanging Baskets	2,087	485	2,600	2,115	1,749	366	85.9%	
4101 Free Parking	15,000	20,000	20,000	0		0	100.0%	
4103 Bus Shelters Maintenance	1,208	414	3,000	2,586	2,196	390	87.0%	
4104 Newsletter	0	179	2,500	2,321		2,321	7.2%	
4105 Website	199	265	1,000	735		735	26.5%	
4106 Town Guide	130	0	500	500		500	0.0%	
4107 Notices - Other	1,130	1,610	500	(1,110)		(1,110)	322.0%	
4115 CCTV	3,452	2,352	2,352	0		0	100.0%	
4116 Match Funding - Bus Shelters	0	2,185	0	(2,185)		(2,185)	0.0%	
4117 Match Funding - Toilets	0	0	20,000	20,000		20,000	0.0%	
Community Schemes :- Indirect Expenditure	52,434	89,804	109,032	19,228	17,273	1,955	98.2%	0
Net Income over Expenditure	(40,058)	(81,554)	(79,032)	2,522				
107 Grants/Donations								
4108 S 137	14,193	9,250	9,400	150		150	98.4%	
4109 Sports Clubs	300	300	300	0		0	100.0%	
4110 Grants - Other	350	1,750	350	(1,400)		(1,400)	500.0%	

Detailed Income & Expenditure by Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4111 Youth Grants	2,300	1,000	1,800	800		800	55.6%	
4112 Social/Recreational	800	0	800	800		800	0.0%	
4113 Entertain/Culture/Arts	7,250	0	1,950	1,950		1,950	0.0%	
4114 Donations	1,150	1,250	2,000	750		750	62.5%	
Grants/Donations :- Indirect Expenditure	<u>26,343</u>	<u>13,550</u>	<u>16,600</u>	<u>3,050</u>	<u>0</u>	<u>3,050</u>	<u>81.6%</u>	<u>0</u>
Net Expenditure	<u>(26,343)</u>	<u>(13,550)</u>	<u>(16,600)</u>	<u>(3,050)</u>				
108 Christmas Decorations								
4202 Timers & Basic Infrastructure	0	125	4,150	4,025	813	3,213	22.6%	
4204 Purchase of Trees	3,895	0	5,000	5,000	3,992	1,008	79.8%	
4205 New Tree Lights	0	335	1,500	1,165		1,165	22.3%	
4206 Infrastructure Work(Trees)	459	0	500	500		500	0.0%	
4207 Installation	6,898	3,449	10,000	6,551	6,898	(348)	103.5%	
4208 Electricity	691	0	700	700		700	0.0%	
4209 Barrier Hire	60	(60)	0	60		60	0.0%	
4211 Donations/Contributions	500	750	500	(250)		(250)	150.0%	
4212 Signs,Tags & Engraving	54	11	100	89		89	11.0%	
4213 Competition Prizes	0	45	50	5		5	90.0%	
4214 Printing	0	55	0	(55)		(55)	0.0%	
4215 Hire of Motifs	7,180	0	0	0		0	0.0%	
Christmas Decorations :- Indirect Expenditure	<u>19,738</u>	<u>4,710</u>	<u>22,500</u>	<u>17,790</u>	<u>11,703</u>	<u>6,087</u>	<u>72.9%</u>	<u>0</u>
Net Expenditure	<u>(19,738)</u>	<u>(4,710)</u>	<u>(22,500)</u>	<u>(17,790)</u>				
6001 less Transfer to EMR	2,762	0						
Movement to/(from) Gen Reserve	<u>(22,500)</u>	<u>(4,710)</u>						
109 Place Plan								
1009 Income - Misc	6,533	0	0	0			0.0%	
Place Plan :- Income	<u>6,533</u>	<u>0</u>	<u>0</u>	<u>0</u>				<u>0</u>
4131 Place Plan project funding	6,679	0	2,000	2,000		2,000	0.0%	
Place Plan :- Indirect Expenditure	<u>6,679</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>		<u>0</u>
Net Income over Expenditure	<u>(146)</u>	<u>0</u>	<u>(2,000)</u>	<u>(2,000)</u>				
Grand Totals:- Income	309,918	365,672	327,449	(38,223)			111.7%	
Expenditure	250,357	225,164	365,449	140,285	35,815	104,470	71.4%	
Net Income over Expenditure	<u>59,562</u>	<u>140,508</u>	<u>(38,000)</u>	<u>(178,508)</u>				
less Transfer to EMR	1,933	0						
Movement to/(from) Gen Reserve	<u>57,629</u>	<u>140,508</u>						

CFIPB

Abergele Town Council

Bank - Cash and Investment Reconciliation as at 31 January 2022

Confirmed Bank & Investment Balances

Bank Statement Balances

31/01/2022	Current Bank A/c	6,373.27
20/01/2022	Quarterly Interest A/c	274,000.00
31/12/2021	Swansea Building Society	78,786.75
06/12/2021	Hall & Development A/c	49,530.25
31/08/2016	Regeneration Reserve	0.00
31/10/2021	Petty Cash	150.00

408,840.27

Unpresented Payments

671.11

408,169.16

Receipts not on Bank Statement

0.00

Closing Balance

408,169.16

All Cash & Bank Accounts

1	Current Bank A/c	5,702.16
2	Quarterly Interest A/c	274,000.00
3	Swansea Building Society	78,786.75
4	Hall & Development A/c	49,530.25
5	Regeneration Reserve	0.00
6	Petty Cash	150.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 408,169.16 <hr/>

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**Abergele Town Council - Clerk's Finance Report
Dec-21**

No.	Expenditure Category	Total Budget Required 2021/22	Notes:
D			
£			
101	Administration		
4009	Office Telephone / Fax / Internet		
4070	Councillor approved expenses		
4048	post	350.00	refund from Pitney Bowes of £400 showing a increase in funds available
4046	photocopying	1,900.00	payment not linked to purchase order, will be corrected at year end when commitment is cleared.
4216	Finance Software		
4819	IT software and hardware		
4055	Audit fees	900.00	payment in 2021 will journal back to 2020 and thus showing as a double up figure in the accounts
4818	Payroll		
4107	Notices - other	500.00	overspend approved for recruitment costs.
103	Premises - Town Hall & Offices		
4031	Heat / Light / Water	8000.00	2020/21 invoice not received currently shows as a double charge in the accounts
4035	General Maintenance & Decorating		
4096	Footpath maintenance	2500.00	actual cost £3960 overspend on year of £1460 approved Min No. 630/19 (b) iv
104	Annual Subscriptions		
4060	Society of Local Council Clerks		
4061	One Voice Wales	1950.00	budget shows a slight overspend due to the subscription figure coming in higher than budgeted
4062	N.W. Assoc. of Town Councils		
4063	Conwy Voluntary Services Council		
4064	Clerks & Councils Direct		
	Total Subscriptions:		
106	Community General Maintenance		
4093	MUGA / Play Area Equipment		
4088	Toilet financial support/hire	1680.00	slight overspend on year due to an increase in charges
106	Community Schemes		
108	Christmas Decorations	22500.00	£2762 increase in budget rollover from 2020/21 budget
4087	Community Events	5000.00	£6000 agreed for 'I'm a Celebrity' promotion paid to CCBC
4115	CCTV		
4090	Pensarn Enhancements	0.00	allocated £7268 grant from CVSC and reserves
4091	hanging basket		
4091	Street Furniture	2000.00	overspend on year of £18862 due to Council agreeing to new lights in Chapel street in 2020/work completed 2021
4092	Play Schemes		
4094	Traffic Calming Schemes		
4083	New Notice Boards / Town Maps	14000.00	showing overspend of £6k, this is actually an overspend of £20k which is the agreed contribution to traffic calming offse
4036	Town extra weeding/cleaning		
4097	Tourism signs		
4105	website	0.00	£9k committed expenditure for brown signs - CCBC to bill ATC
107	Other Grants (see Sep. summary)		
4109	Sports Clubs		
4110	Miscellaneous	350.00	overspend of £1400 offset with other grant budget headings
	Total Other Grants:		
106	Advertising & Publicity		
4104	Newsletter		
4105	Website		

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