

LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF



FINANCE & POLICY COMMITTEE MEETING

8th SEPTEMBER 2025

REPORT OF THE CLERK AND EXECUTIVE OFFICER

1. REVIEW OF ACCOUNTS

1.1 Members are requested to review the accounts for the first quarter of the financial year 2025/26 which will assist in informing future budget allocation preparation for the next financial year 2026/27

1.2 The following information shows comparison between 01/04/25 and 31/07/25

2. EXPENDITURE

2.1 Administration (100)

Administration	Budget at 01.04.25	Budget Left at 31.07.25	Spend
Public Relations	1,500	1,500	0
Office Equipment	2,000	1,870	130.00
Phone & Internet Costs	4,000	3,243	757.00
Contingency Funds	5,000	5,000	0
Stationery	1,000	765	51.00
Copier/ Printing	2,000	1,464	536.00
Postage	200	155.00	45.00
Subscription & Membership	1,500	295.00	1,205
Audit & Professional Fees	2,000	1,992	8.00

Insurance	5,600	105.00	5,495
Bank Charges	320	212.00	108.00
Total Administration	25,120	16,601	8,519

Administration

- As Members can see from the table above there are no major concerns at the beginning of the financial year relating to administration Members will receive a report at the next meeting of the Finance and Policy Committee for the six-month review with comparisons to the previous year.

2.2 Staffing (101)

Staffing	Budget at 01.04.25	Budget left at 31.07.25	Spend
	£	£	
Salaries Pensions & HMRC	200.000	140.000	60,000
Payroll Services	2,500	69.00	2,431
Staff Training	3,000	294.00	2,706
Staff Uniform	1000	1000	0
Occupational Health	1000	1000	0
Subscription /Memberships	750	0	0
Total Staffing	208.250	145,525	62,725

Staffing

- As Members can see from the table above £2,431 are the charges from Rhondda Cynon Taf for payroll services for 2025/26 which is an annual payment
- The National Salary Awards for 2025/26 was not agreed by the NALC (National Association of Local Councils) at the time of writing this report and when an agreement is reached then the new pay scales will be implemented

as of the 1st April 2025. This will have an impact on the salaries and pensions as the award will be back dated for all staff members.

2.3 Councillors (102)

Councillors	Budget at 01.04.25 £	Budget left at 31.07.25 £	Spend
Stationery	676	676	
Subscription & Membership	3,000	0	3,012
Chairmans Allowance	1,000	894.00	107.00
Elections	4,000	4,000	0
Councillor Training	1,000	1,000	0
Cllrs & Chairs Renum & Expenses	4,528	4,528	0
Total Councillors	14,204	11,086	3,119

Councillors

- As you shown in the table above a budget was allocated for the subscription for membership of One Voice Wales which was slightly above the set budget with an overspend of £12.00.
- Members allowances will be paid in October's pay roll run.

2.4 Main building (110)

Main Building	Budget at 01.04.25 £	Budget left at 31.07.25 £	Spend £
Refuse	6.000	5,137	863.00

Repairs & Maintenance	1,500	1,500	0
Electricity	3,700	3,451	249.00
Fire Equipment	1,000	643.00	357.00
Pat testing	200	0	222.00
Total Main Building	12,400	10,731	1,691

Main Building

- There are no areas of however there has been a slight overspend with the PAT testing as the cost has increased due to new supplier. This will be factored in when considering the budget later in the year.

2,5 Ty Illtud (120)

Ty Illtyd	Budget at 01.04.25	Budget left at 31.07.25	Spend
	£	£	£
Repairs & Maintenance	10,000	9,516	484.00
Electricity	1,800	1,606	194.00
Fire Equipment	500	143.00	357
Maintenance Contract	700	700	0
Rates	4,200	2,489	1,711
Gas	2,980	2,320	660.00
Water	350	350	0
Total Ty Illtud	20,530	17,124	3,406

Ty Illtud

- The repairs and maintenance budget was increased due to the agreed work schedule for a new entry way to the Council Office.
- There will be a need for new filing cabinets in the office to ensure that all files are securely lock away as reported in the GDPR Documents.

2.6 Carnegie Parish Hall (130)

Carnegie Parish Hall	Budget at 01.04.25	Budget left at 31.07.25	Spend
	£	£	£
Repairs & Maintenance	10,000	10,000	0
Electricity	2,700		
Fire Equipment	500	143.00	357
Maintenance Contract	600	600	0
Rates	7,000	4,238	2,762
Gas	7,000	4,898	5,500
Water	600	600	0
Total Carnegie Parish Hall	28.400	23,182	5,218

Carnegie Parish Hall

- When considering a planned budget for the Carnegie Parish Hall Members need to be mindful of repair work which will be needed such as the painting of the exterior, the roof repair and work to the front toilets of the building.
- This may be a priority plan for the next municipal year. Investigation can be considered at the Leisure and Amenities Committee in the up-and-coming months.

2.7 Allotments (140)

Allotments	Budget at 01.04.25	Budget left at 31.07.25	Spend

	£	£	£
Repairs and Maintenance	300.00	300.00	0
Allotment Total	300.00	300.00	0

Allotments

- The Allotment Agreements have been presented to the Leisure and Amenities Committee and we hope that there will be an improved working relationship with all involved to make a healthier and happier environment.

2.8 Transport (145)

Transport	Budget at 01.04.25	Budget left at 31.07.25	Spend
	£	£	£
Vehicle Insurance	1,500	58.00	1,442
Road Tax	750	750.00	0
Repairs & Mot	3,500	2,842	658.00
Fuel	2,000	1,756	244.00
Total Transport	7,750	5,406	2,344

Transport

- The budget was increase for this year to cover Vehicle insurance and the age of both vehicles.
- The Community Council 4x 4 is running well at present even though it is 16-year-old.

2.9 Streetlighting (150)

Members are aware that the streetlighting that was maintained by the Community Council has now been transferred to Rhondda, Cynon Taf County Borough Council and an agreement has been signed by the Chair of the Council and the Chair of Finance and Policy Committee, This process has only just taken place and the electricity budget was not set due to this process however we have paid

2.10 Events (160)

Community Events	Budget at 01.04.25 £	Budget Left at 31.07.25 £	Spend £
Community Events	24,000	19,436	4,564
Total	24.000	19,436	4,564

Events

- The Community Event Schedule was set at the Leisure & Amenities Committee in July 2024.
- To date the deposit for the Christmas Dinner, Funday other items will be paid in the next quarter.

2.11 Parks & Outside Works (180)

Parks & Outside Works	Budget at 01.04.25 £	Budget Left at 31.07.24 £	Spend £

Grass Cutting	3,000	2,575	425
Parks Inspection	700.00	700.00	0
Tree Works	3,000	3,000	0
Planters	1,000	787.00	213.00
Repairs & Maintenance	5,000	4,188	812..00
Tools & Equipment	1,000	1,000	0
Street Furniture	5,200	5,200	0
Memorial Clock	370	370	0
Play Park Equipment	40,000	36,360	3,640
Defibrillators (Project Heading)	500.00	5.00	495.00
Total Park & Outside Works	59.270	54,180	5,090

Play Park Equipment

- Grass cutting budget remains the same for 2025/26 which would cover any repairs to the machinery and fuel for each piece of equipment needed for the work to be carried out.
- The work to be carried out at Ysgol Ty Coch play area will be completed in September therefore this will be shown in the 6-month review.
- 5 new planter s will be purchased in the next month, and this will reflect in the budget review in October.
- Tree work will need considered over the next quarter along with any other boundary works.

2.12 Grants (106)

The Grant budget is the same as in previous years and applications will be available next month after Members agree the process on approving small grants.

3. INCOME

3.1 The hall hires for both the Carnegie Parish Hall and Ty Illtud are continuing to show a steady uptake of use.

3.2 Payments from Lightsource will be paid in the second half of the financial year .

Income	Estimated budget as of 01.04.25	Income as of 31.07.25
	£	£
Hire of Carnegie Parish Hall	5,500	2,653
Hire of Meeting Room Carnegie Parish Hall	820.00	420.00
Ty Illtud	3,500	2,036
Charitable Organisation Office Building	9,600	2,667
Precept	383.734	127,911
Light Sources	2,500	0
Wayleaves	500	246

4 EARMARK RESERVES

EMR Cost Centre	AMOUNT AT 31.07.25
Parish Hall	57,865.08
Office Equipment	2,899
Elections	12,953.54
Main Building	1,273.83
Ty Illtud	2,827.62
Vehicles	5,100
Play Equipment	42,627.35
Tools /Equipment Outside works	1,860
Tree Works	18,018
IT Grant	609.03

4.1 Earmarked reserves as of 31st July 2025 are found in the table above. Members are reminded that there will be a transfer of funds from Parish Hall EMR of £10,000, Main Building EMR of £500, Ty Illtud EMR of £1,000 as agreed by Council on 21st November 2024 for the transfer of streetlighting to Rhondda Cynon Taf County Borough Council.

5. CIL RESERVES.

Currently the CIL Reserves as of the 31st July .25 stand at £68,652.55. This amount will change over the next few months as it was agreed that £11,000 would be used for streetlight transfer repairs and there are also other projects awaiting.

6. CONCLUSION

6.1 There are no major areas of concern for the accounts for the first quarter of the financial year. Members will need to start planning any project they wish to develop for residents of Llantwit Fardre Community Council for the next Municipal Year so that officers can start investigations on the next steps.

7. RECOMMENDATIONS

7.1 To consider the report of the Clerk and responsible Finance Officer in respect of the quarter 1 review of accounts for the financial year 2025/26.

7.2 To consider next steps and agree to review the 6-month report at its next meeting.