



Steve Edwards  
Clerk  
Abertillery Community Council  
Council Offices  
Mitre Street  
Abertillery  
Blaenau  
Gwent  
NP13 1AE

11th May 2025

Dear Steve,

### **Year End Internal Audit Cover Letter**

An audit was carried out by Kevin Rose on Monday 5 May 2025. This was the Year End audit following on from the interim audit carried out on 3 March 2025.

The audit was undertaken using the standard IAC Audit Checklist, which we use for all Welsh Local Councils, which has 179 items. A total of 34 items were tested during this audit in addition to the 120 items tested and checked during the interim audit. 25 further items were checked during this audit and confirmed as being 'Not Applicable' to Your Council. All items on the checklists were tested during the year. There were no additional Observations raised.

#### **Areas subject to audit were;**

- the Payment system (Box 2)
- Risk and insurance (Box 3)
- Budget and precept setting and monitoring (Box 4)
- Income billing, collection and VAT (Box 5)
- Payroll(Box 7)
- Assets and investments (Box 8)
- Bank reconciliations (Box 9)
- Accounting Statements (Box 10)

#### **Summary of tests undertaken this audit**

Positive response	34
Negative response	0
Not Applicable to your Council	25
Total tests carried out	<b>59</b>

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Of the 34 applicable items tested a Positive response was obtained in respect of 34 tests. I am pleased to confirm that there were no Negative responses.

**Summary of tests undertaken for the financial year (including the Interim audit)**

Positive response	108
Negative response	5
Not Applicable to your Council	66
Total tests carried out	<b><u>179</u></b>
Tests not carried out	Nil

I am pleased to advise that no 'Non-Compliances' were identified that would give rise to a negative response on the statutory Annual Internal Audit Report.

I would like to express my thanks for the assistance provided to me during my audit.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K. Rose'.

Kevin Rose ACMA  
Director



## **Abertillery and Llanhilleth Community Council**

Report on 2024/2025 Accounts and Annual Return

Author: Steve Edwards – Responsible Financial Officer

## **Background**

The Council is required to approve the accounts for the financial year 2024-25 and to submit them to Audit Wales, along with an Annual Governance Statement and other relevant documents. Audit Wales is the combined name for the Auditor General for Wales and the Wales Audit Office.

Under the Public Audit Wales Act 2004 and the associated Accounts and Audit (Wales) Regulations 2014, accounts should be certified by the Responsible Financial Officer and presented to the Council, along with an Internal Auditor's report, by 30 June in any given year. They should then be sent to Audit Wales, for external audit.

Electors have a right under the legislation listed above to inspect and make copies of the accounts and relevant associated documents (e.g., bills, invoices etc) and submit questions and objections to the accounts (to Audit Wales) if they wish.

## **Annual Return for the year ended 31 March 2025**

The draft Annual Return for the financial year 2024-25 (ending 31 March 2025) is attached. Once agreed by a meeting of the Full Council and duly signed, the form will be submitted to Audit Wales (the Auditor General for Wales) and published on the Council's website.

The data from the Council's accounting system used to complete the form is shown in appendix 1. Abertillery and Llanhilleth Community Council's accounts for 2024-25 will undergo an external audit by Audit Wales.

## **Internal Audit**

The Council's internal auditor's reports will be appended as separate documents.

## **Detail of Annual Return**

Particular points of note are:

For the sixth year in succession, the expenditure incurred by the Council during the financial year 2024-25 failed to meet its expected spending (its budget). The underspend was £23,605. The main underspending points being:-

- £1,000 underspend on Training
- £2,900 underspend on Members Allowance
- No telephone/broadband costs as we are in credit
- £1,600 underspend of purchasing new Defibrillators
- £11,000 underspend on War Memorial (Planned painting work will be done in 2025/26)
- £3,500 underspend for Ffrindiau Tyleri (Winterfest was cancelled)
- £1,800 underspend on Musical Concerts
- £1,300 underspend on Summer Cinema
- £2,300 underspend on Community Transport
- £10,000 underspend on Environmental Projects (There are earmarked reserves to be used for the subway mural so even though this has shown up as an underspend in the budget report the money has been allocated).

A few items were overspend which went some way to offset the overall underspend. It should also be noted that some of the projects above are in their infancy so future costs should be better aligned to actual requirements.

The precept was increased to £434,023 which is still under the over budget requirement for 2025/26, the previous year's underspend plus the receipts from the VAT reclaim will bridge this gap. By the end of the

financial year, the total of the Council's accounting balances had fallen from £225,482 to £221,452. This figure should be closely monitored.

Staff costs are paid through Blaenau Gwent County Borough Council's payroll system. Blaenau Gwent Council then invoices this Council for these costs for each quarter. If there is a delay before these invoices are sent to this Council, staff costs incurred during one financial year may not be paid until the following financial year. These unreceived invoices are recorded as creditors so that the staff costs recorded in the Annual Return accurately reflect the staff costs actually incurred by the Community Council in each financial year.

The £120,000 costs of the detached youth workers are now paid in the beginning of the new financial year so there are no year-end adjustments that are required.

### **Banking Accounts Summary**

The Council has two main bank accounts: a current account and an earmarked reserves account. These are both with Unity Trust Bank. It also has a general reserve/investment account with CCLA

At the start of the financial year 2024-25, the Council had an opening balance of £110,516.27 in its current account. The current account balance at the end of the year was £73,702.27.

Earmarked Reserves (money allocated for specific future spending) is £51,226.77

General Reserves fell slightly as funds were moved across to Earmarked Reserves and the General Reserves were moved into a higher interest investment account. The initial investment in September 2024 was £101,671.11 it has since increased to £104,386.35 by the end of the year. Official guidance suggests that community Councils should hold in reserves an amount equivalent to 25 percent-to-100 percent of the budget. The Council's budget for 2025-26 is £464,023. General Reserves at the start of 2025-26 were 22.49 percent of the budget figure. There should be no call for alarm at this point as reserves were moved from General Reserves to Earmarked Reserves but I would like to see an increase of this percentage figure at the end of 2025-26

Overall the Council had total cash assets at the end of 2024-25 of £229,315.39.

### **Annual Governance Statement**

In agreeing the accounts for 2024-25, the Council is required to also agree the answers given in the Annual Governance Statement on page 3 of the Annual Return. The proposed answers to the questions are given below:

1: **No.** While the Council has developed a vision and purpose for the Council this was not done with consultation with the community only by internal consultation with Members

2: **Yes.** The Council has adopted a Code of Conduct for members and officers and implemented a training plan.

3: **Yes.** The Council electronically publishes the information that the Council is required to by law.

4: **Yes.** The Council has taken all reasonable steps to ensure that the Council complies with relevant laws and regulations.

5: **Yes.** We do have Standing Orders, Financial Regulations and Terms of Reference and these are followed when conducting business.

6: **Yes.** The Council operates a procedure whereby the majority of day-to-day payments and receipts (and their entry into the Council's online accounts system) are handled by the two Deputy Clerks, once the RFO (Clerk) has stamped and signed off the invoices. The payments are then authorised by 2 of 4 authorising councillors. This provides an adequate internal system of cross-checking throughout the financial year.

Bank reconciliations are now carried out monthly by 2 members of the Finance Committee on a rota basis and presented to Council at the next full Council meeting

7: **Yes.** The Council has a Financial Risk Register which is reviewed every 6 months

8: **Yes.**

9: **Yes**

10: **No.** The Council does not currently fulfil the eligibility criteria to exercise the General Power of Competence

## **Conclusion**

The attachments to this report, read together, form the Council's Annual Return and Annual Governance Statement for the year ended 31 March 2025, as required by the relevant legislation.

## **Next Steps**

The Annual Return (i.e., the accounting statements) plus an Annual Governance Statement will go before the Finance Committee for recommendation to Full council for approval before they are submitted to Audit Wales.

The Council will be recommended to:

- agree that the accounting statements shown in this report fairly present the financial position of the Council for the year ending 31 March 2025;
- authorise the Chair of the Council to complete and sign the Annual Return on the basis of the accounts;
- authorise the Responsible Financial Officer to submit the Annual Return, including the Annual Governance Statement, for the year ended 31 March 2025 and all relevant associated documents to Audit Wales as required.

The Annual Return and other attachments (income and expenditure details, bank reconciliation, variance statement, explanation of assertions etc) will then be submitted to Audit Wales, along with any other evidence required by the external auditor (e.g., dates of all meetings of Council and committees during the year and the Council's website address).

The Chair of the Council and the Responsible Financial Officer will sign the Annual Return before it is submitted to certify that the accounting statements fairly present the financial position of the Council and its receipts and payments for the year.

Audit Wales will, in due course (the timescale is unknown and beyond the control of the Council), provide its external audit opinion on these accounts. The Annual Return can then be published in its final form on the Council's website. Pending the external audit, the accounts will be published as 'unaudited accounts.'

Steve Edwards  
Clerk and Responsible Financial Officer  
30 April 2025

# Annual Return for the Year Ended 31 March 2025

## Accounting statement 2024-25 for:

Name of body: **Abertillery and Llanhilleth Community Council**

	Year ending		Notes and guidance
	31 March 2024 (£)	31 March 2025 (£)	
<b>Statement of income and expenditure/receipts and payments</b>			
1. Balances brought forward	289,958	225,482	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	289,000	381,132	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	37,238	75,454	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	83,413	112,110	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	307,301	348,506	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	225,482	221,452	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
<b>Statement of balances</b>			
8. (+) Debtors	16,464	20,408	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	236,553	229,315	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	27,536	28,272	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	225,482	221,452	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	218,749	237,884	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).



## Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2025, that:

	Agreed?		'YES' means that the Council:	Toolkit
	Yes	No*		
1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.		No	Has consulted with the community and focussed its activities to meet the community's needs	A, C
2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities.	Yes		Ensures that councillors understand and are equipped to deliver their roles and responsibilities.	B
3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at <a href="http://www.abertilleryandllanhilleth-wcc.gov.uk/">http://www.abertilleryandllanhilleth-wcc.gov.uk/</a>	Yes		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	Yes		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so	
5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	Yes		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
6. We have put in place arrangements for: <ul style="list-style-type: none"> <li>Effective financial management including the setting and monitoring of the Council's budget</li> <li>Maintenance and security of accurate and up to date accounting and other financial records</li> <li>Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council.</li> </ul>	Yes		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year	D
7. We have maintained an adequate system of internal control and management of risk, including: <ul style="list-style-type: none"> <li>measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments</li> <li>assessment and management of risks facing the Council</li> <li>an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements.</li> </ul>	Yes		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	D, E
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	Yes		Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors.	D, E
9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	Yes		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. <b>General power of Competence</b> – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021		No	Meets the eligibility criteria to exercise the general Power of Competence	E

\* Please include an explanation for any 'No' answers



## Additional disclosure notes

Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement

<p><b>The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement</b></p>	
<p><b>1. Expenditure under S137 Local Government Act 1972</b></p> <p>Section 137(1) of the 1972 Act permits the Council to spend on activities 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. Section 137(3) also permits the Council 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 was £10.81 per elector.</p> <p>In 2024-25, the Council made payments totalling £_____0__ under section 137. These payments are included within 'Other payments' in the Accounting Statement.</p>	
<p><b>2.</b></p> <p>Point 1: The Council has developed a vision and purpose but this was done only by internal consultation of Members.</p> <p>Point 10: The Council does not currently fulfil the eligibility criteria to exercise the General Power of Competence.</p>	

## Trust Funds

Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
			N/A	

## Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<p><b>Certification by the RFO</b></p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2025.</p>	<p><b>Approval by the Council</b></p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:</p>
	<p><b>Minute ref:</b></p>
<p><b>RFO signature:</b></p>	<p><b>Chair signature:</b></p>
<p><b>Name:</b></p>	<p><b>Name:</b></p>
<p><b>Date:</b></p>	<p><b>Date:</b></p>

\* Please include an explanation for any 'No' answers

## Annual internal audit report to:

Name of body: **Abertillery and Llanhilleth Community Council**

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2025.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	Yes				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	Yes				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	Yes				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	Yes				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	Yes				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			N/A		
7. Salaries to employees and allowances to members were paid in accordance with contracts/ minuted approvals, and PAYE and NI requirements were properly applied.	Yes				
8. Asset and investment registers were complete, accurate, and properly maintained.	Yes				

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	Yes				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	Yes				
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.			N/A		

**For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:**

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

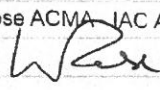
\* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\* If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated 11/05/2025.] \* Delete if no report prepared.

### Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2024-25 and 2025-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	Kevin Rose ACMA - IAC Audit & Consultancy Ltd
Signature of person who carried out the internal audit:	
Date: 11/05/2025	

**Abertillery & Llanhilleth Community Council****Financial Year 2023-24****IAC Audit and Consultancy Ltd****Interim Internal Audit Observations****Audit date:** 3 March 2025**2** *Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.*

No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
1	Have payments been approved as required under Council Financial Regulations?	Yes	<i>Council Financial Regulation 7.8 requires that "A full list of all payments made in a month shall be provided to the next council meeting."</i>  <i>It is understood that this is included as part of the bank reconciliation, but Council Minutes do not record that Council received a list of payments or formal Council approval of payments.</i>	The Council to ensure that Minutes record formal Council review and approval of payments as required by Financial Regulation 7.8	High	Minutes are now recording the review and approval of payments
2	Have valid VAT invoices been obtained to support reclaim of VAT?	No	<i>It was noted that a payment of £2,400 was made to GreenPower based on a quotation and not against a valid VAT invoice.</i>	The Council must ensure that valid VAT invoices are received to support the reclaim of input VAT. Council to review the transaction identified and ensure that either valid a VAT invoice is obtained to support the reclaim or that the amount is not included in any VAT reclaim from HMRC.	Medium	Invoice attached, this was originally attached to the quote as part of the records for 2024/2025

	3	Have Grants awarded been appropriately considered by Council and approved?	No	<p><i>The Council makes a large number of grants many of which are of high value. At present the Council has a highly fragmented process for the awarding of grants, for example some are effectively included in the annual budget process, others are awarded out of funds received from the Solar Farm, others are 'Ward Grants' and others as Christmas Lighting grants.</i></p> <p><i>It is not clear that the Council has in place a robust and transparent process for the formal consideration and award of these grants.</i></p> <p><i>The Council does not have a formal Grants policy in place.</i></p>	<p>The Council, as a priority, to review the process by which it receives, considers and approves grants. As part of this process the Council to put in place a formal Grants Policy.</p> <p>The Council to consider publishing a full listing, on its website, of all grants awarded by the Council.</p>	High	New Grants Policy to be drafted and taken to Finance committee. Will be done before Annual meeting
	4	Are Powers under which grants are made clearly specified in Council Minutes?	No	<p><i>It was noted that the legal power under which grants are awarded is not always formally recorded in Council Minutes (for example those awarded under the Solar Farm grants process Minute Reference 73 - 4th October 2024)</i></p>	<p>The Council to ensure that the appropriate Power under which grants are made is recorded in the Minutes of the meeting in which the grants are approved for ALL grants awarded.</p>	Medium	Powers will be records in the minuutes for all grants including Solar Farm Grants
	3	<i>The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i>					
	No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
	1	Minutes reviewed and no 'unusual activity' identified (interim - give date of last Minutes reviewed)	Yes	<p><i>The Council operates a number of Committees, it is not currently practice for the Minutes of Committees to be received by Full Council. It is unclear how all Councillors will be aware of decisions taken by the various Committees.</i></p>	<p>The Council to review how the Minutes of Committees are subject to review by Full Council. (The norm for Councils is for all Minutes to be reported to Full Council.)</p>	Medium	From April 2025 a Standing Agenmda Item will be for Council to note all minutes of its Committees

	2	Council has formally documented Internal Controls	No	<i>Council has not formally documented Internal Controls</i>	Council should formally document its Internal Controls.	High	Can you be specific about what you want to see
	3	The Council, meeting as a whole, has reviewed the effectiveness of its internal control system as required by Regulation 5 of the Accounts and Audit (Wales) Regulations 2014	No	<i>The Council has not reviewed the effectiveness of its internal control system as required by Regulation 5 of the Accounts and Audit Regulations (Wales) 2014.</i>	Council to note the statutory requirement for it to regularly review the effectiveness its internal control system. It may be appropriate for this to be carried out after the Council has received the final internal audit report for the year.	High	Finance Committee will have an annual review of Councils internal Controls as part of its yearly workplans. Recommendations will be taken back to full council
	4	Assets included in the assets register are covered under the Councils insurance policy	Yes	<i>It is not clear when the Council last obtained an insurance valuation for the War Memorial . The current insured value is £338,100.</i>	The Council to review the insurance valuation of the War Memorial.	Medium	Insured value will be reduced to £200,000 as per last replacemnt cost estimate. Replacement cost to be reviewed 2027 (see attached document)

8	Asset and investment registers were complete, accurate, and properly maintained.						
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments	
1	Assets purchased / disposed of have been added to / removed from asset register	Yes	<i>The Council has undertaken a detailed review of its asset register. It is not clear whether the updated register has been compared to the previous register to ensure that all assets properly recorded in the previous register have been carried over to the new register.</i>	<p>The Council to review the new updated register against the previous register and confirm that no items properly recorded in the previous register have been omitted from the updated register.</p> <p>The Council to note that, when preparing the Accounting Statements for 2024/25 the values for both the current year and the prior year must be stated on the same basis (so a restatement of the 2023/24 value will be required.)</p>	High	We will review the asset register as part of the Annual Return process for 2024/25 and ensure that it is aligned with 2023/24	
9	Periodic and year-end bank account reconciliations were properly carried out.						
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments	
1	Bank reconciliations have been signed and dated as evidence of independent review (Interim)	Yes	<i>Bank reconciliations have been prepared and subject to review however the supporting bank statements have not been initialled as evidence of review and agreement to value stated in the bank reconciliation</i>	<p>When reviewing bank reconciliations the supporting bank statements should be initialled to indicate that they have been checked and verified to the value stated in the bank reconciliation.</p>	Medium	Bank Statements are now initialed as part of the monthly bank reconciliation.	
10	Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.						
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments	



	1	Prior year accruals have been correctly reversed in the current year. (interim)	Yes	<p><i>There is a balance of £290 On nominal code 110 Prepayments. It is unclear what this balance relates to.</i></p> <p><i>There is also a balance of £1,059.05 on nominal code 502 - Chairs Charity. It is understood that this relates to funds raised which have not yet been paid over to nominated charities.</i></p>	Council to review the balances on nominal codes 110 and 502 and ensure that they are correct and verified prior to the end of the financial year.	Medium	Rialtas have completed a journal to sort out the issue of 110 Prepayments within the accounting system. Balance of £1059.05 for code 502 has now been spent.
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## **Abertillery and Llanhilleth Community Council (ALCC)**

### **Council Grant Application**

(see criteria and process attached before applying)

Name and Address of your group, organisation or project:

**Friends of Bethany**  
**Bethany Baptist Church, Six Bells, Abertillery, NP13 2ND.**

Unable to accept mail at this address.

Any mail should be sent to:  
FRIENDS OF BETHANY  
c/o CRUD-YR-AWEL, ABERBEEG, ABERTILLERY  
NP13 2AY

Contact name: **Hazel Clatworthy**

Telephone number: Daytime ☐ [REDACTED]  
Evening ☐: [REDACTED]

Email: [bethany@illtyd.co.uk](mailto:bethany@illtyd.co.uk)

### **What are the aims of your project?**

Provision of a Holiday Club for children between 5 -11 years of age being run this summer at Bethany Baptist Church, Chapel Road, Six Bells, Abertillery, NP13 2ND. Our Holiday Club is being held between Tuesday 22nd July – Friday 25th July 2025, 10am to 3pm. It is a free event to the children and families who attend.

### **How does your project benefit the Abertillery and Llanhilleth area or its residents?**

Participation in our holiday clubs provides opportunities for youngsters to:

- ✓ Make new friends
- ✓ Enhance teamwork and collaboration skills
- ✓ Participate in some amazing science experiments
- ✓ Play creative games which develops tenacity, boosts mental health and increases confidence.
- ✓ Create and enjoy super-fun snacks linked to the theme of an intrepid adventure and the great outdoors
- ✓ Build resilience, adaptability and problem-solving skills.
- ✓ Enjoy engaging music and singing activities

**Details of project costs:**

<b>A. Project costs met by group (include match funds)</b>	<b>Amount (inc. VAT)</b>
Decoration and display materials to transform the interior of the church into a mountain wilderness	£100-00
Adult Volunteer Team T shirts (15 x £10)	£150-00
Hygiene and sanitation supplies	£50-00
Refreshment supplies for adults and children	£25-00
<b>Sub Total</b>	<b>£325-00</b>
<b>B. Costs requested from ALCC</b>	<b>Amount (inc.VAT)</b>
Printed Team T-shirts for attendees (55 x £7.95 inc.p&p)	£437-25
Team Games equipment (see below)	£54-68
Incidental snacks and consumable resources for science experiments E.g. food colouring, paper plates, crisps, snack bars, squash.	£100-00
<b>Sub Total</b>	<b>£591.93</b>
<b>C. Total project costs (A + B) TOTAL</b>	<b>£916-93</b>

**Is your organisation a:**                      **Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)**

**Friends of Bethany is a not for profit community group that seeks to support and promote the use of Bethany Baptist Church by the whole community. As a community facility, Bethany Baptist Church hosts many activities which promote cohesion. Bethany is located in the heart of Six Bells. We seek to serve the local and wider community in whatever way we can.**

The church is used for many different community activities which include:

- ☐ Sunday Worship.
- ☐ The local choir practice at the church.
- ☐ Six Bells Campus (ALC) use the church for education activities and hold their Christmas concerts in the church.
- ☐ Small scale food distribution
- ☐ Community meals
- ☐ International outreach events for newcomers to the area.
- ☐ Collaborative projects in regard to study of Christianity with pupils and teachers from Six Bells Campus.
- ☐ Exploratory visits by local child minders and the children in their care to fulfil expectations with regard to age appropriate educational requirements.
- ☐ The church hosts meetings of Six Bells Tenants and Residents Association.
- ☐ Preaching and teaching the Christian Faith.
- ☐ Baptism, child dedications, weddings and funerals.
- ☐ Sunday School
- ☐ Bible Studies and Prayer Meetings
- ☐ Holiday Clubs
- ☐ Pastoral Counselling

Payee: THE FRIENDS OF BETHANY

Print Name: THE FRIENDS OF BETHANY

Role in group: Treasurer (Volunteer)

Signed:

Date: 10th June 2025

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to [clerk@abertilleryandllanhilleth-wcc.gov.uk](mailto:clerk@abertilleryandllanhilleth-wcc.gov.uk) or:

Town Clerk,  
Abertillery and Llanhilleth Community Council,  
Mitre Street,  
Abertillery,  
NP13 1AE

Sports Marker Cones 178mm | X

its-group.co.uk/sports-marker-cones-178mm/1003213.html#size=price-low-to-high&size=30


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Quick order with codes Email my basket Speedy FREE Delivery\* Price Match Promise

Home > Primary > PE & Sports > Football > Sports Marker Cones 178mm



## Sports Marker Cones 178mm

Product Code: make all selections to view product code

Essential for PE, these colourful, standing space markers are perfect for any school or sports club.

[Read more](#)

Pack Size Choose a pack size

Quantity 1

**From £15.25 ex VAT**

Add to basket

Space Planning and Refurbishment Projects

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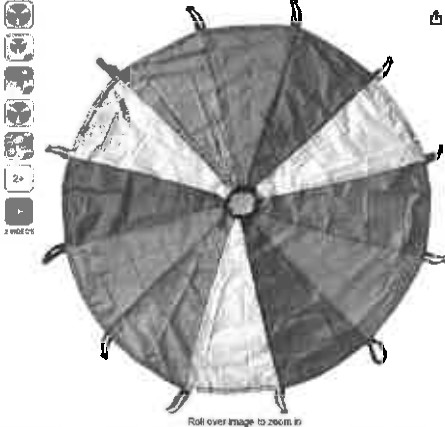
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Tops Deals Best Sellers New in Pre-order Baby & Toddler Toys Building & Arts Electronic Toys Fancy Dress Girls or Children 4-7 Gifts for Children 8-12 Holiday Store Character Suits

The only play tents with mesmerizing sound buttons.

Sports & Outdoors > Sports > Gymnastics > Parachutes



### GSI Kids Play Parachute Rainbow Parachute Toy Tent Game for Children Gymnastic Cooperative Play and Outdoor Playground Activities (12 Feet)

Brand: GSI

4.6 ★★★★★ 1,155 ratings

100+ bought in past month

**£29.99**

FREE Returns

Size Name: 12 Feet

12 Feet £29.99	18 Feet £49.99	20 Feet £49.99	24 Feet £59.99
30 Feet £121.99	36 Feet £174.99	48 Feet £144.99	

**About this item**

- HIGH QUALITY:** GSI Kids Parachutes comes in rainbow/multicolor pattern with bright colors. It is made of high quality Polyester material which is durable and can tolerate a wide temperature range. The handles are cross-stitched making them extra-strong and the reinforced mesh center allows ample airflow.
- 1:1 HANDLE TO SIZE RATIO:** GSI Kids Play Parachutes comes with a 1:1

**£29.99**

FREE Returns

**FREE delivery** Tuesday, 2 June on your first order to UK or Ireland. [Details](#)

Or fastest delivery Sunday, 1 June. Order within 2 hrs 6 mins. [Details](#)

Delivering to Perth CF11 - Update location

**In stock**

Quantity 1

Add to Basket

Buy Now

Dispatched from: Amazon

Sold by: EuroBeltChenice

Returns: Returnable within 30 days of receipt

Packaging: Ships in product packaging

See more

Add gift options

Type here to search

amazon.co.uk/Witzigs-Games-Standard-bundle...  
 Sports & Outdoors > Fitness > Accessories > Fitness Hula Hoops

**Witzigs Games Standard hula hoops bundle of 4x600mm. dia. 03236**  
 Brand: WITZIGS GAMES  
 3.0 ★★★★★ 86 ratings

**£9.44**  
 -37% RRP: £14.99

**Material:** Plastic  
**Brand:** WITZIGS GAMES  
**Age range (description):** Toddler  
**Colour:** 600mm dia.  
**Product dimensions:** 60L x 60W centimetres

**About this item**

- **COMPACT & FUN FOR ALL AGES:** The Witzigs Games Standard Hula Hoops (600mm diameter) are perfect for both kids and adults. These lightweight hoops provide fun and fitness, helping improve coordination, balance, and flexibility during daily exercise or playtime.
- **HIGH-QUALITY & DURABLE DESIGN:** Crafted from sturdy, high-quality plastic, these hula hoops are designed to last through repeated use. The robust material ensures they can withstand outdoor play, offering reliable durability for both fitness routines and recreational activities.
- **LIGHTWEIGHT & EASY TO CARRY:** Each hula hoop in this bundle is lightweight, making it easy to carry, transport, and store. With a convenient 600mm size, it's portable enough for various outdoor and indoor settings, from fitness classes to casual family fun in the yard or park.
- **BUNDLE OF 4 FOR GROUP PLAY:** This set includes 4 hula hoops, each with a 600mm diameter, making it ideal for group activities. Whether you're hosting a fitness session, a kids' party, or enjoying time with family and friends, these hoops are perfect for shared play and teamwork.

**FREE delivery 7 - 9 June. Details**  
 Delivering to Penre CF41 - Update location

**In stock**  
 Quantity: 1  
 Add to Basket  
 Buy Now

Dispatches from: rjenterprisesltd  
 Sold by: rjenterprisesltd  
 Returns: Returnable within 30 days of receipt  
 Payment: Secure transaction

Add to List

**Other sellers on Amazon**  
 New (3) from £9.44 & FREE Delivery



Create Your Own Kids' T-Shirt | Add Own Text, Logo or Design | T-...  
**£6.21**  
 Optimalprint.co....  
 +£2.99 delivery  
 30-day returns ...  
 By Producthero

**Cost estimated £7.95 to factor in postage and delivery.**







## Abertillery and Llanhilleth Community Council (ALCC)

### Council Grant Application

(see criteria and process attached before applying)

Name and Address of your group, organisation or project:

" Abertillery LADIES DARTS "  
Chair Lady S. VEALE [REDACTED] ALMA ST Abertillery  
NP13 1QD

Contact name: SHARON VEALE

Telephone number: [REDACTED]

Email: [REDACTED]

**What are the aims of your project?** The Aim of Abertillery Ladies Darts is to promote Womens Participation in Sports, Socialising attending organised Events/activities allowing experiences and support off fellow peers

**How does your project benefit the Abertillery and Llanhilleth area or its residents?** Residents would benefit in the Participation of organised family Events and Activities, Everyone would be Included thus allowing Community Relations to grow, and Individuals to Support each other with mutual respect in a fun + friendly environment.

Details of project costs:

A. Project costs met by group (include match funds)	Amount (inc. VAT)
Our Aim is to provide a Darts Family Day to Inc	£ 400
Games, Food, Music, Trophies, Prizes a Fun day for all	£

	£
Sub Total	£ 4 00
B. Costs requested from ALCC	Amount (inc.VAT)
	£ 500
	£
Sub Total	£ 900
C. Total project costs (A + B) TOTAL	£ 900

Is your organisation a: Charity/community group/sports club/company/not for profit business/other (explain and provide evidence)

Voluntary organisation

Payee:

Abertillery Ladies Darts

Print Name:

SHARON VEALE

Role in group:

CHAIRLADY

Signed:

[Redacted Signature]

Date:

14/6/2025

Please return this form with any relevant supporting documents (group constitution, financial statements, letters of support etc.) to [clerk@abertilleryandllanhilleth-wcc.gov.uk](mailto:clerk@abertilleryandllanhilleth-wcc.gov.uk) or:

Town Clerk,  
Abertillery and Llanhilleth Community Council,  
Mitre Street,  
Abertillery,  
NP13 1AE

# Please Find Copy of  
Aims + objectives  
Constitution

# **Constitution/ Rules and Conditions**

## **Abertillery Ladies Darts**

### **Aims and Objectives**

Abertillery Ladies Darts League welcomes individuals who are interested in promoting Ladies Darts.

### **Membership**

Becoming a Member of Abertillery Ladies Darts enables individuals to receive information and schedules of forthcoming events.

Abertillery Ladies Darts minimum age of 17years applies to all lady dart players.

Volunteers are encouraged to participate within the organisation but are not eligible to vote.

Abertillery Ladies Darts will hold Monthly Meeting Monday Nights 7.30pm.

The Committee will record minutes and maintain accounts which can be viewed by any member on request.

### **Finance / Membership fees and Contributions**

Fees contributions will be determined and explained at the annual general meeting.

Funds will be held in a bank account in the name of Abertillery Ladies Darts.

All cheques to be cleared must be signed by two of the three mandated signatures.

Funds shall only be used to support the aim of Abertillery Ladies Darts.

Any assets remaining on the disbanding of Abertillery Ladies Darts will be given to a like minded group / with similar aims and objectives.

### Codes of Conduct

Abertillery Ladies Darts members are encouraged and expected to show fairness and respect amongst themselves and other team players.

The Abertillery Ladies Darts League reserve the right to expel any member whose actions are damaging to the League.

### AGM

Members will be given notice of Annual General Meeting.

Annual reports and accounts will be presented at the AGM allowing members to debate comment and confirm.

At the Annual General Meeting members will be invited to elect Honorary Officers Chairperson, Secretary, Treasurer also a representative from each team and this will form the committee structure.

Any changes to the rules and conditions must be confirmed by the majority of members present at a general meeting.

These rules and conditions will be considered adopted and confirmed annually.

### Chair/Secretary/Treasurer

Signed ..... Date .....

Signed ..... Date .....

Signed ..... Date .....

### Members

Signed ..... Date .....

Signed ..... Date .....

# **Abertillery Ladies Darts**

## **Our Aim**

**The aim of the ladies darts is to promote women's participation in sports while having a fun and friendly night out**

## **Our Objective**

**Our objective is to raise awareness and profile of the ladies darts**

Abertillery & Llanhilleth Community Council  
Council Offices  
Mitre Street  
ABERTILLERY  
Blaenau  
Gwent  
NP13 1AE

**Zurich Town, Parish and  
Community Council Team**  
**PO Box 726**  
**Chichester**  
**PO19 9PS**

## Invoice

Invoice Date: 30th May 2025

Invoice No: 544951322

Client ref: 3645225

Policy	Policy Term	(£) Premium
YLL-2720845083	11/07/2025-10/07/2026	1,358.81
Inspection Contract (If Applicable)		0.00
Sub total		1,358.81
Inspection Contract VAT @ prevailing rate		0.00
Insurance Premium Tax (IPT) @ prevailing rate		163.05
<b>TOTAL</b>		<b>£1,521.86</b>

**Payment is due before your cover starts, or immediately if your cover is already in place.**

Please make cheques payable to **Zurich Municipal** and send to **Zurich Town, Parish and Community Council Team, PO Box 726, Chichester, PO19 9PS**

**If paying by BACS, please note our new bank details and amend your records accordingly.**

Acc Name: Zurich Town & Parish, Insurer Trust Account      Acc Number: 23110249  
Sort Code: 20 – 65 - 82      Bank: Barclays Bank PLC

Please quote your Client Reference on all BACS transactions

### Invoice Queries

Phone: 0800 917 9531

Email: [renewals.team@uk.zurich.com](mailto:renewals.team@uk.zurich.com)

Our VAT registration number is: 107 8316 77

**Zurich Municipal is a trading name of Zurich Insurance Company Ltd.** A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No. CHE-105.833.114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes.

Abertillery & Llanhilleth Community Council  
Council Offices  
Mitre Street  
ABERTILLERY  
Blaenau  
Gwent  
NP13 1AE

**Zurich Town, Parish and  
Community Council Team**  
**PO Box 726**  
**Chichester**  
**PO19 9PS**

## Remittance Advice

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Client ref: 3645225

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Communications may be monitored or recorded to improve our service and for security and regulatory purposes.



## **Hospice of the Valleys Funding Request**

I just wanted to touch base to see if the Council would consider sponsoring our Hospice of the Valleys Christmas Concert this year that is being held on Thursday 18<sup>th</sup> December – as you know the Concert was a huge success last year so it would be super to have you involved again and again like with the Christmas Concert we would be able to offer you four free tickets.

As standard for both concerts you would be credited on social media and at concerts as the sponsor.

- Julie Williams, Business & Community Fundraising Manager

*At the Full Council meeting on 30<sup>th</sup> April, councillors requested the clerk contact Hospice of the Valleys to establish if they request funding from other town and community councils. Their response is below.*

Yes I pro-actively request support from other council's in the area namely Tredegar who sponsor our annual 6 mile race, Brynmawr, Blaina and Nantyglo so try to spread the asks as much as possible as know all councils will have restricted budgets. My thinking with these Concerts are that they are Abertillery based so with locality good one's to be affiliated with in support of us also in view of the free services that we provide in Abertillery and Llanhilleth.

- Julie Williams, Business & Community Fundraising Manager

Dear Abertillery & Llanhilleth Town Council

**Re - Cash Machine Access in ABERTILLERY**

I wish to raise with members the issue of the lack of free cash machines in ABERTILLERY and to ask Council to consider taking this matter up with the ATM operators. Specifically, there is currently no free to use machine in our town centre - where both machines we have, 1 at the top of town (post office) and the other at the convenience store at the other end, both charge circa £2 to withdraw any amount.

Whilst I applaud hugely the recent addition of a Banking Hub thanks to your amazing work as a Council, the reality is that the Town only has free cash access Monday to Friday up until 5pm. From then on, members of the public have to pay - as there is no free machine in the town centre itself.

It is a missed opportunity that the new banking hub does not have an ATM but I believe this is uniform in their provisions nationally.

I would like Council to consider making representations to the two machine operators to canvass for them to be used as a free machine. Notably in the case of one provider (Notemachine Ltd), their other machine in Cwmtillery is indeed free, demonstrating that a free model is commercially viable for them.

The only free cash machine we have on weekends and evenings, in any sort of close proximity to the town is Tesco. Firstly it is a long walk on hilly terrain to get there - and because it is the only one, it is regularly running out of cash.

All this is magnified given the socio-economic problems Abertillery faces, where many residents can ill afford a £10 withdrawal being £12 after 5pm or anytime on the weekend.

Machine 1: Post Office, Foundry Bridge  
Operator - **NoteMachine Ltd**

Machine 2: Abertillery News & Convenience Store, 51 Somerset Street  
Operator: **Cardtronics UK Ltd**

Thank you and once again I should like to thank Council not only for their outstanding work in securing a Banking Hub for Abertillery, but also their other efforts in our locality by members that are volunteers.

**Mr Thomas Langley-Noel**