

# CYFARFOD CYFFREDIN O GYNGOR TREF MACHYNLLETH ORDINARY MEETING OF MACHYNLLETH TOWN COUNCIL

Gwysir chi i fynychu cyfarfod o Gyngor Tref Machynlleth  
yn ystafell Vane Tempest ar **Dydd Llun Gorffennaf 25ain** am 6:30yh.

You are hereby summoned to attend a meeting of Machynlleth Town Council  
In the Vane Tempest Room on **Monday 25th July** at 6:30pm.

Agenda	
1.	<p><b><u>YMDDIHEURIADAU / APOLOGIES</u></b></p> <p>To receive apologies as reported to the Clerk before the meeting.</p>
2.	<p><b><u>DATGANIAD O FUDDIANT /</u></b> <b><u>DECLARATION OF INTEREST</u></b></p> <p>To receive any declarations of interest.</p>
3.	<p><b><u>CYFRANOGIAD Y CYHOEDD / PUBLIC PARTICIPATION</u></b></p> <p>20 minutes allowed</p>
4.	<p><b><u>ADRODDIAD Y MAER / MAYOR'S REPORT</u></b></p> <p>To receive a report from the Mayor</p>
5.	<p><b><u>COFNODION / MINUTES</u></b></p> <p>To agree the following minutes as a correct record</p> <ol style="list-style-type: none"> <li>1. Full Council 27/6/22</li> <li>2. Markets Panel 6/7/22</li> <li>3. Facilities Committee 18/7/22</li> <li>4. Finance Committee 18/7/22</li> </ol>
6.	<p><b><u>MATERION YN DEILLIO / MATTERS ARISING</u></b></p>
7.	<p><b><u>ADRODDIAD Y CYNGHORYDD SIR / COUNTY COUNCILLOR REPORT</u></b></p> <p>To receive a report from the County Councillor</p>
8.	<p><b><u>CYNLLUNIO / PLANNING</u></b></p> <p>Section 73 application to vary condition 2 attached to planning permission 19/0438/FUL to allow for compliance with Welsh Development Quality Requirements.</p> <p>Former Site of Travis Perkins trading Co Ltd, Heol y Doll, Machynlleth, SY20 8BQ 22/0329/REM</p>

9.	<p><b><u>CYLLID / FINANCE</u></b></p> <ol style="list-style-type: none"> <li>1. Invoices for payment.</li> <li>2. Accounts 2019-20, 2020-21, 2021-22.</li> <li>3. Annual Return and Governance Statement.</li> <li>4. Audit Resonse</li> </ol>
10.	<p><b><u>CYNLLUN DATBLYGU LLEOL POWYS / POWYS LOCAL DEVELOPMENT PLAN</u></b></p> <p>To submit for approval the community aspirations feedback form completed as requested by the June meeting. (attached)</p>
11.	<p><b><u>ETTEMAU AELODAU / MEMBERS ITEMS</u></b></p> <p>Cllr Gareth Jones</p> <ul style="list-style-type: none"> <li>• GP Appointments in Machynlleth – To request that the Town Council writes to Dyfi Valley Health with a number of questions regarding concerns raised by Machynlleth residents.</li> <li>• Plas Endowment Fund - To request that every councillor is provided with full details of what the fund can be used for, that regular meetings of the Fund's trustees are instigated and that a full external audit of the Fund is carried out. When completed the audit and the auditors report to be published in full.</li> </ul> <p>Cllr Jeremy Paige</p> <ul style="list-style-type: none"> <li>• Kennels Project - To agree in principle to lease the Kennels to a Community Interest Company for an equivalent (in line with our other leases) land rent and length of lease. All subject to sight and approval of the formation of the CIC and appropriate legal advice regarding the lease.</li> </ul>
12.	<p><b><u>RADIO DYFI</u></b></p> <p>To consider the funding request attached.</p>
13.	<p><b><u>2024 EISTEDDFOD</u></b></p> <p>Placed on the agenda at the request of the June meeting.</p>
14.	<p><b><u>TIR AR GYFER Y FYNWENT / LAND FOR CEMETERY</u></b></p> <p>To consider a deed of variation to clarify the boundary change resulting from the above.</p>
15.	<p><b><u>GILES FORD ARTIST</u></b></p> <p>To consider what best to do with the Flags which have been donated to the Council following the exhibition at MOMA (Tabernacle)</p>
16.	<p><b><u>AELODAETH SLCC / MEMBERSHIP SLCC</u></b></p> <p>To consider making the Clerk a member of the SLCC at a cost of £249</p>
17.	<p><b><u>GOLEUADAU NADOLIG / CHRISTMAS LIGHTS</u></b></p> <p>To consider the purchase of new lights for the Town Christmas Tree</p>
18.	<p><b><u>PARAFETS Y PLAS / PLAS PARAFETS</u></b></p>

	To consider the attached correspondence regarding work to the Plas parapets.
19.	<p><b><u>ENWEBIADAU I BWYLLGORAU / NOMINATIONS TO PANELS AND COMMITTEES</u></b></p> <p>To consider nominating extra members to the following Panels or Committees</p> <ul style="list-style-type: none"> <li>• Facilities</li> <li>• General Purpose</li> <li>• Markets</li> <li>• Staffing</li> <li>• Kennels Project</li> <li>• Plas Energy</li> <li>• Climate Action</li> </ul>
20.	<p><b><u>ADRODDIAD Y CLERC / CLERK REPORT</u></b></p> <p>To receive a report from the Clerk</p>
21.	<p><b><u>ADRODDIADAU GAN GYNRYCHOLWYR AR GYRFF ALLANOL / REPORTS FROM NOMINATED REPRESENTATIVES ON OUTSIDE BODIES</u></b></p> <p>To receive report from members representing the Council on outside bodies.</p>
22.	<p><b><u>GOHEBIAETH / CORRESPONDENCE.</u></b></p> <ol style="list-style-type: none"> <li>1. Powys Replacement Local Development Plan</li> <li>2. Powys Digital Towns Support Programme</li> </ol>
23.	<b><u>GWYBODAETH GAN AELODAU / INFORMATION FROM MEMBERS</u></b>
24.	<b><u>EITEMAU I'R RHAGLEN NESAF / ITEMS FOR THE NEXT AGENDA</u></b>
25.	<b><u>* MATERION STAFFIO / STAFFING ISSUES</u></b>
26.	<p><b><u>DYDDIAD Y CYFARFOD NESAF / DATE OF THE NEXT MEETING</u></b></p> <p>26/9/22</p>

\* Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item.

**MINUTES OF THE ORDINARY MEETING OF MACHYNLLETH TOWN COUNCIL**

**on Monday June 27th 2022 at 6.30pm in the Vane Tempest room**

**PRESENT:**

Cllr J Paige (Mayor), Cllr M Williams, Cllr A MacGarry, Cllr J Honeybill, , Cllr P.Jones, Cllr L.Griffith, Cllr N.McCarten, Cllr R.Hughes and Cllr A.Evans

**APOLOGIES :**

Cllr G.Jones, Cllr M.Atkins and Cllr K.Bryan.

**NOT PRESENT :**

**ALSO IN ATTENDANCE:**

Nicole Beaumont (Finance Officer & Minutes taker)

Dewi Jones (Town Clerk)

1 member of the press, no members of the public.

**1/ ATTENDANCE AND APOLOGIES :** See list above.

**2 / DECLARATION of INTERESTS :** None. Councillors who didn't give back their forms at the last meeting were reminded to do so and give them to the town clerk. Only 9 forms were returned at the May meeting of which 1 with no name !

**3/ Public Participation :**

None

**4/ Mayor's report :**

Cllr Paige, at the invitation of Camad, attended a Refugee Day, in the Gerddi garden at the Plas, to learn of the challenges facing refugees and welcomers alike.

**5/ Minutes of the last meeting :**

5.1/ The minutes of the meeting held on 30/5/2022 were a true record of what transpired. Proposer Cllr M.Williams, seconder Cllr N.McCarten. Agreed.

**6/ Matters arising :** were discussed and reported above in each section.

**7/ Report from Cllr M.Williams - County Councillor :** Cllr M.Williams informed the council of the new team at Powys County Council lead by Cllr J.Gibson-Watt (Lib-Dem). He reported too that despite a backlog of maintenance on all school buildings in Powys, it should not hinder the progress of the new school hub at Bro Hyddgen in Machynlleth as the project is directly financed by the Senedd. Soon a decision will be taken on the various tenders to start building.

**8/ Planning :**

No objection raised to planning application 22/0932/HH. Cllr A.MacGarry proposed and Cllr A.Evans seconded, agreed.

## 9/ Finance :

9.1/ It was agreed that the following be paid. Cllr M.Williams proposed and Cllr J.Paige seconded, all agreed.

9.2/ An update was given on the backlog of unaudited accounts.

Accounts for FY2019-20 and 2020-21 are now fully audited and will be published on the town's website.

The auditing of accounts for FY2021-22 is still pending though should be ready by the next council meeting.

9.3/ Trees surveys quotes were discussed. A map is to be circulated to mark which trees are a danger to the public. It was resolved to accept quote No2. Cllr J.Paige proposed and Cllr P.Jones seconded, agreed.

### LIST OF EXPENSES JUNE 2022

Supplier Name	Amounts due	Net	VAT	Description	Department	Due date
RHP PAIRING (leasing)	£ 221.82	£ 184.66	£ 36.97	leasing of coffee machine in café (21/06-20/7/2022)	Café	Direct Debit 21/06/2022
Kjo	£ 978.74	£ 973.86	£ 5.88	supplies for coffee machine	Café	Direct Debit 25/06/2022
Kjo	£ 208.92	£ 207.62	£ 1.30	supplies for coffee machine	Café	Direct Debit 27/07/2022
Castell Kwee	£ 3,466.98	£ 3,146.22	£ 320.76	food beverages supplies to café	Café	Direct Debit 29/06/2022
Powys County Council	£ 310.00			FY2022-23 PCC rates for Café Y Plas	Café	Direct Debit 05/07/2022
Kisbert	£ 352.75	£ 293.98	£ 58.78	equipment for café	Café	Direct Debit 13/07/2022
Gwynedd Cash Registers	£ 270.00	£ 225.40	£ 44.60	1st bill up to September 2022	Café	Direct Debit 20/06/2022
The Black Lion Inn	£ 377.00			for management of the café	Café	Direct Debit 01/06/2022
The Black Lion Inn	£ 268.00			for management of the café	Café	Direct Debit 01/06/2022
The Black Lion Inn	£ 91.90			for management of the café	Café	Direct Debit 14/06/2022
Las Recycling	£ 390.04	£ 325.68	£ 64.36	refuse collection	Y Plas	Direct Debit 28/06/2022
Capram	£ 2,044.55	£ 1,703.29	£ 340.76	April 2022 gas usage	Y Plas	Direct Debit 03/06/2022
Powys County Council	£ 62.00			FY2022-23 PCC rates for Reception room	Y Plas	Direct Debit 05/07/2022
Powys County Council	£ 776.00			FY2022-23 PCC rates for Community Hall & Yr Castell Y Plas	Y Plas	Direct Debit 05/07/2022
Powys County Council	£ 278.00			FY2022-23 PCC rates for John Edwards & Vasey-Jones Y Plas	Y Plas	Direct Debit 05/07/2022
SSE Southern Electric	£ 1,239.57	£ 1,052.98	£ 186.59	Electricity for the Plas (May 2022)	Y Plas	Direct Debit 25/06/2022
Skydome Lifts	£ 1,311.15	£ 1,189.56	£ 121.59	repairs to the lift	Y Plas	Direct Debit 28/06/2022
24/6 Skip Hire	£ 575.00	£ 480.40	£ 94.60	skip hire (Plas Allotment)	Y Plas	Direct Debit 28/06/2022
Kerryboy Nurseries	£ 281.50			flowers for Plas grounds tubs	Y Plas	Direct Debit 28/06/2022
Unifol	£ 963.90	£ 806.24	£ 157.66	Plas janitorial supplies	Y Plas	Direct Debit 28/06/2022
The Store (IG Owen)	£ 137.50	£ 131.62	£ 5.88	various for maintenance	Y Plas	Direct Debit 28/06/2022
Unifol	£ 144.20	£ 120.58	£ 23.62	Carpark kios janitorial supplies	Toliet	Direct Debit 29/06/2022
ENEC	£ 631.45	£ 625.95	£ 5.50	electricity usage in car park kios (May 2022)	Toliet	Direct Debit 30/06/2022
<b>Total Energies</b>	£ 31.09	£ 29.51	£ 1.49	electricity at the Clock Tower	Town Clock	Direct Debit 28/06/2022
Owner	£ 296.00	£ 249.49	£ 46.51	HR advice as per policy 00059	Town Council	Direct Debit 11/06/2022
Powys County Council	£ 364.00			FY2022-23 PCC rates for Plas Rentals	Town Council	Direct Debit 05/07/2022
Powys County Council	£ 115.00			FY2022-23 PCC rates for MTC Admin office	Town Council	Direct Debit 05/07/2022
Powys County Council	£ 58.00			FY2022-23 PCC rates for Plas staff room	Town Council	Direct Debit 05/07/2022
Sage & Xero	£ 37.20	£ 31.00	£ 6.20	accounting software and technical support	Town Council	Direct Debit 01/06/2022
Sage & Xero	£ 20.40	£ 17.00	£ 3.40	accounting software and technical support	Town Council	Direct Debit 13/06/2022
Amazon (jubilee day event)	£ 54.05	£ 54.10	£ 0.05	Merchandising items for jubilee event	Town Council	Direct Debit 01/06/2022
Top Cat Blu Tops	£ 1,860.00	£ 1,509.40	£ 350.60	Tents for jubilee event	Town Council	Direct Debit 31/05/2022
Julienne Evers Sater & Paine	£ 250.00			facepaint event for jubilee day	Town Council	Direct Debit 14/06/2022
Amazon (Hybrid meetings items installation)	£ 599.00	£ 499.99	£ 99.01	Items to install hybrid meetings	Town Council	Direct Debit 13/06/2022
BT	£ 300.00	£ 250.00	£ 50.00	Internet Services	Town Council	Direct Debit 28/06/2022
Total Energies	£ 28.17			electricity at the Plas Rentals	Town Council	Direct Debit 14/06/2022
Charlie Falcon	£ 3,000.00			Stage 1 of Old Stables/Plas Rentals development	Town Council	Direct Debit 28/06/2022
Somers	£ 82.80	£ 69.00	£ 13.80	Image rental on jumbie machine	Town Council	Direct Debit 21/06/2022
Gwynedd Council	£ 557.70			Town Clerk's focus	Town Council	Direct Debit 28/06/2022
<b>JUNE Wages/NK/MANOR Angons</b>	£ 23,799.59				Town Council	Direct Debit 10/06/2022
<b>Total</b>	<b>£ 45,196.46</b>	<b>£ 32,043.92</b>	<b>£ 13,152.54</b>			

Balance at Barclays Bank on 20/6/2022 £120,779.45

## 10 / Motion ~ Cllr McCarten :

A motion was put by Cllr McCarten to be able to carry on assisting Cllr M.Atkins in their involvement as the Community and Patients Forum representatives at Ysbyty Bro Dyfi (Old Chest Hospital). To discuss various matters such as wellness and therapeutic aspects of the building and gardens, transport to and from the area, parking for mobility reduced visitors and places for electric vehicles. A site visit is to be organised and someone from the hospital hub to come to speak at a council meeting to present the progress on the project. Councillors agreed.

### 11/ Powys Local development plan :

A consultation had been carried out to gauge aspiration from town councils in Powys. A report was circulated at the meeting on the feedback of this consultation. Cllr J.Honeybill is pushing to have a community bank in Machynlleth. Cllr M.Williams proposed that as well as submitting councillors individual replies the council as a body should submit a response. Council resolved for Clerk to organise a meeting and formulate a response to put before July meeting.

### 12/ Motion by Cllr J.Paige :

Cllr J.Paige proposed that the bank mandate be updated as follow :

The Clerk - Dewi Wyn Jones.

The Finance officer - Nicole Beaumont

The Mayor - Councillor Jeremy Paige

Deputy Mayor - Councillor Ann McGarry

and Cllr Honeybill

Cllr M.Williams gave thanks to Mr T.Jones (ex-councillor) to have carried on as a signatory whilst the updating is being sorted.

### 13/ Members items :

13.1/ Cllr L.Griffith announced that the Xmas Fair had been withdrawn.

13.2/ Also that a few wheelie bins outside an empty house on Poplar Square are causing a hygiene hazard in that area of town as other people from other part of the town use them to dispose of their own waste. Council resolved for the Clerk to make enquiries with Powys County Council for the bins to be emptied and removed.

13.3/ Cllr N.McCarten drew the meeting's attention on the Food Bank. She would welcome other people to get involved with it other than the 'usual suspects' and that the town as a whole should rally behind the problem. She proposed a scheme along the line of 'My Pantry'. See online : [yourlocalpantry.co.uk](http://yourlocalpantry.co.uk) for more information on the scheme. Also to engage with food retailers in the town, as well as the schools, to give their 'end of day' surplus to this kind of scheme instead of sending it to a landfill. A public meeting is being called for to present the case to the town.

13.4/ Plas Entrance/new entrance for the community hall at the Plas. The project, headed by Phil Wheeler and the Mach Fringe, is eligible to get grants towards its costs. Further talks are ongoing with the Town Council.

13.5/ Cllr A.MacGarry (for Cllr K.Bryan) put forward a proposal for a youth council/liaison group/forum with the Town Council to engage youngsters and councillors. This would meet periodically. Cllr M.Williams supports the effort towards this project. Cllr J.Paige proposed, seconded by Cllr A.Evans. Agreed.

### 14/ Proper officer report :

14.1/ Café : Cllr J.Paige has invited the café manager to come and report at the next meeting.

14.2/ Plas Kennels/Hen Stablau : There is no progress on the restrictive clauses imposed by Powys County Council. A meeting with the architects and the project manager is being set up for July 1<sup>st</sup>.

14.3/ Community Venue Fund : sent out a questionnaire to demonstrate the benefit to MFC of having hybrid meetings and public participation. 14.4/ B.O.B.B. (Behave Or Be Banned) Cllr J.Paige as Mayor will attend the next B.O.B.B. meeting. More needs to be done to encourage more retailers on the scheme.

**14.5/ Community Hall Rates Appeal :** The Plas Manager has made a request to PCC that the Hall qualifies for rates relief as many other community halls in Powys do benefit. This year 2022-23 there is a Council Tax Rate demand of £7757.50 which cancels out all revenue generated by booking the hall to people in the community. The revenue generated in 2021-22 came to £7538. This leaves no room for ongoing maintenance costs or pay for the utilities consumed. Russell George, M.S for Montgomeryshire, supports our efforts. Cllr M.Williams thanked the Plas Manager to have got so far with the problem and encourages to carry on until a good outcome.

**14.6/ Newtown Road speeding :** The mayor is to push on with the matter.

**14.7/ Cllr J.Paige** is standing down a volunteer Proper Officer on July 1<sup>st</sup> as Dewi Jones, the new Town Clerk, will take his post.

#### **15/ Reports from Nominated Representatives on Outside Bodies:**

Cllr A.MacGarry as PCC Community broadband officer reported on her meetings and recommended a useful, interesting read for all assembled : Good Councillor's Guide.

Also asked about the defibrillators for funding to help update them and general maintenance. This was in hand with the Plas Manager.

#### **16/ Correspondence :**

2023 Vintage Laura Ashley Festival will be invited to speak at the next council meeting. {

#### **17/ Information from members :**

None brought to the meeting's attention.

#### **18/ Items for next agenda :**

The Eisteddfod is coming to Machynlleth in 2024 and organising it should start ASAP.

Cllr A.Evans brought up the subject of a disgruntled town shopkeeper who would like a market stall holder to move out as they are in competition with each other for selling the same stock items.

Cllr L.Griffith asked for an update on the Clock Tower. The Mayor informed the councillors that MTC was waiting for a schedule of work from the firm that will carry out the repair work.

Cllr N.McCarten asked for a bus stop by the railway station. This was already raised in a previous town council meeting.

See following extract of the minutes of the full council meeting held on 31/1/2022 :

- 15.1 : Bus stop/shelter by the bus depot near the Texaco garage on the Dolgellau road. The matter will need to be referred to PCC as a plan is in elaboration for a transport hub in that area of town to link with the railway station. Many issues have been raised of landownerships, rights of ways and actual physical space to allow a structure.

#### **19/ Staffing issues :**

The chairman proposed that the press and public be excluded from the meeting during the discussion on the following items as it is likely that exempt information will be disclosed, as defined in Part 4, Schedule 12A, Local Government Act 1972.

**20/ The next full council meeting is on 25<sup>th</sup> July 2022 at 6.30pm in the Vane Tempest room at the Plas.**



Cofnodion / Minutes to

**Machynlleth Town Council Market Panel**

**6/7/22, 2pm, Vane Tempest Room.**

**Yn bresennol :-** Cyng M Williams, Cyng J Paige, Mr Fergus Scott (Cynrychiolydd Masnachwyr y Farchnad), Mr Dewi Jones (Clerc y Dref)

Dyweddodd y Clerc gan nad oedd cworwm yn y cyfarfod, ni ellid gwneud unrhyw benderfyniadau. Manteisiwyd ar y cyfle i gael trafodaeth gyffredinol i helpu'r Clerc i ddeall y farchnad yn well.

Derbyniwyd yr e-byst canlynol gan y Clerc newydd

- Mr Keith Nixon, Swyddog Parcio Cyngor Sir Powys ynglŷn ag anghydfod rhwng masnachwr a siopwr. Roedd yr e-bost yn ailadrodd y pwyntiau yr oedd y Clerc dros dro wedi'u hesbonio pan oedd wedi siarad â'r siopwr ynghylch y mater o'r blaen.
- Gan aelod o'r cyhoedd yn holi a oedd stondin yn talu'n llawn am yr holl leoedd a gymerwyd ac yn codi pwyntiau iechyd a diogelwch. Trafododd y Clerc y rhain gyda Mr Fergus Scott a bydd hefyd yn eu codi'n uniongyrchol gyda deiliad y stondin cyn gynted â phosibl.

Cafwyd trafodaeth bellach am godi ymwybyddiaeth o'r Farchnad trwy gyfrif Facebook y Farchnad a gwell arwyddion. Cadarnhaodd y Clerc ei fod yn ymwybodol o'r angen i weithredu ar y materion hyn cyn y cyfarfod nesaf.

**Present :-** Cllr M Williams, Cllr J Paige, Mr Fergus Scott (Market Traders Rep), Mr Dewi Jones (Town Clerk)

Clerk advised that as the meeting was not quorate, no decisions could take place. The opportunity was taken to have a general discussion to help the Clerk better understand the market.

The following emails had been received by the new Clerk

- Mr Keith Nixon, Parking Officer at Powys County Council regarding a dispute between a trader and a shop keeper. The email repeated the points the acting Clerk had explained when he had previously spoken to the shop keeper regarding the matter.
- From a member of the public enquiring whether a stall paid in full for all the spaces taken and raising points of health and safety. The Clerk discussed these with Mr Fergus Scott and will also raise them directly with the stall holder at the earliest opportunity.

Further discussion took place about increasing awareness of the Market through a Market Facebook account and improved signage. The Clerk confirmed that he was aware of the need to act on these matters before the next meeting.



**MINUTES OF THE FACILITIES PANEL OF MACHYNLLETH TOWN COUNCIL**

on MONDAY July 18th, 2022 at 7.00pm

**PRESENT:**

Councillors J Paige, M Williams, A MacGarry, K Bryan, N McCarten, M Atkins, R Hughes.

**APOLOGIES:**

Councillors LI Griffiths, A Evans.

**ALSO IN ATTENDANCE:**

Dewi Jones (Town Clerk)

Julle Humphries (Facilities Manager)

Nicole Beaumont (Finance Officer)

1 member of the public

**1/ TO ELECT A CHAIR:**

Councillor Jeremy Paige was elected chair (unanimous).

**2/ APOLOGIES**

As above

**3/ DECLARATION OF INTEREST:**

None

**4/ CAR PARK TOILETS:**

The Facilities Manager reported on continuing vandalism at the toilets. A quote has been obtained to replace the vandalised wooden doors with steel doors, there is not a budget to be able to complete that work in this financial year. Another idea was to fix the wooden doors but to have them opening outwards rather than inwards in order to make it more difficult to force them open ~ The Facilities Manager will obtain a quote for this work for the next meeting. Councillor Michael Williams suggested that the Clerk contact his counterpart in Llandrindod to see how they coped with a similar problem

**5/ TOWN CLOCK:**

Still awaiting a schedule of works from the Architect.

**6/ PLAS PARAPETS**

A quote for £6740 has been received to begin works on repairing the parapets at the Plas.

The Panel resolved to pass the matter to the next meeting of the Full Council

**7/ DISCUSSION ON LEASING THE KENNELS BUILDING TO A NEW COMMUNITY INTEREST COMPANY**

Councillor Jeremy Paige opened a discussion on the above. A need for the clarification on the type of lease and the constitution of any community interest company were raised. Councillor Paige agreed to put a notice of motion before the next meeting of Full Council.

**8/ DATE OF THE NEXT MEETING**

17/10/2022

The meeting closed at 7.40pm

**MINUTES OF THE FINANCE PANEL OF MACHYNLLETH TOWN COUNCIL**

on MONDAY July 18th, 2022 at 6.30pm

**PRESENT:**

Councillors J Paige, M Williams, A MacGarry, K Bryan, N McCarten, M Atkins, R Hughes.

**APOLOGIES:**

Councillors L Griffiths, A Evans.

**ALSO IN ATTENDANCE:**

Dewi Jones (Town Clerk)

Julie Humphries (Facilities Manager)

Nicole Beaumont (Finance Officer)

1 member of the public

**1/ TO ELECT A CHAIR:**

Councillor Jeremy Paige was elected chair (unanimous).

**2/ APOLOGIES**

As above

**3/ DECLARATION OF INTEREST:**

None

**4/ AUDITOR REPORT AND AUDITED ACCOUNTS:**

The Clerk presented the audited accounts for 2019-20, 2020-21 and 2021-22 along with the internal audit reports for those years and a list of recommended responses to the issues raised by audit.

The Panel resolved to commend both the accounts and the supplied audit responses to the next meeting of the full Council (Unanimous).

**5/ ANNUAL RETURN AND GOVERNANCE STATEMENT:**

The Panel resolved to commend the Accounting Statements to Council and to recommend that the Annual Governance Statement is completed answering "no" to the governance questions for 2019-20 and 2020-21 and "no" to all governance questions for 2021-22 with the exception of questions 4 and 6 to which in the opinion of the panel we should answer "yes". (Unanimous)

**6/ BUDGET REVIEW**

A budget review was presented for the period April to June 2022, the Clerk drew attention to some errors in the report which had come to light after the sending of the Agenda.

The Panel resolved to direct the Clerk to bring an additional Budget Review document directly to the September meeting of the Council.

**6/ DATE OF THE NEXT MEETING**

17/10/2022

Meeting of Machynlleth Town Council Held on Monday, 25<sup>th</sup> July 2022.

1. Purpose of this Report.

To report on County Council matters.

2. Press/Media Releases (20-6-22 to 7-7-22):

2.1 Rural Wales project celebrates success (20<sup>th</sup> June):

A project to put Cambrian Mountains on the map scoops up a national award. Dyfodol Cambrian Futures received an award for its achievements at a two-day event held at the Royal Welsh Showground.

The project was announced the winner of the Communities category at the Welsh Government Celebrating Rural Wales, celebrating achievements of projects delivered within the Rural Development Programme for Wales 2014-2020.

The project led, by Arwain, Powys County Council's LEADER programme and partnered by Ceredigion County Council and Carmarthen County Council was recognised for its work to support local businesses and communities.

Its great work has raised the profile of the Cambrian Mountains as a tourist location and worked with local producers and tourism providers to support the development of sustainable and resilient rural communities.

2.2 People of Powys urged to share their views on physical activity (20<sup>th</sup> June):

Powys County Council urges people of all ages to share their thoughts about what gets them active, and what holds them back.

An online survey created by Sport Powys will capture residents' views, which will help shape physical activity opportunities across the county.

Sport Powys, the county's Sport and Active Communities Development Team, aims to ensure the benefits of lifelong participation in physical activity in Powys are within reach of everyone.

A recent county-wide wellbeing assessment, conducted by Powys Public Service Board, reported that 40% of adults in Powys are not meeting recommended physical activity levels, and approximately half of the county's children and young people engage in sporting activities in at least three times a week.

It also gave a snapshot of ideas from residents that might boost their physical activity levels including safe outdoor routes close to home and improved signage, new play equipment, and promotion of local accessible activities.

Sport Powys is keen to build upon these insights and learn more about what gets people moving, or not.

The survey can be accessed at <https://www.haveyoursaypowys.wales/its-your-move> and is open until Friday 9<sup>th</sup> September 2022. To find out more about the survey or request a paper version, please contact Alan Samuel, Physical Activity Engagement Officer on 01597 827629.

2.3 Dog owner fined £75 for failing to clear up after their dog (22<sup>nd</sup> June):

A dog owner from Newtown has been fined £75 as they did not clear up after their dog had fouled on a green space in the town, Powys County Council has said.

The council's Environmental Protection Team was also able to take the enforcement action after a member of the public witnessed the incident take place on the green space at Union Street on 21<sup>st</sup> April and reported it.

It is an offence to allow a dog in your control, even if you're walking someone else's dog, to foul in a public place and to fail to clean it up immediately after it has fouled. Public places

include footpaths, playing fields, parks, car parks, churchyards and cemeteries. If you fail to clean up, then you could be issued with a £75 fixed penalty notice or face prosecution. The council wants residents to email or telephone any dog fouling related problems so that a healthy and safe environment can be provided for residents, children and holidaymakers. By reporting any incidents, the council can then arrange for the mess to be cleaned up, investigate the incident or take enforcement action against the dog owner. Requests for 'No Fouling' signs and a litter/dog waste bin can be made to the council. If you would like to report a dog fouling incident, report it online at Report dog fouling. If you want to advise the council of a particular problem in your area then email [tls.helpdesk@powys.gov.uk](mailto:tls.helpdesk@powys.gov.uk) or telephone 01597 827465 or 0845 602 7035.

**2.4 Changes to repairs and maintenance arrangements (24<sup>th</sup> June):**

With effect from Monday 4<sup>th</sup> July 2022, all repairs and maintenance will be carried out by the Housing Service of Powys County Council.

HOWPS (Heart of Wales Property Services) will no longer be carrying out the repairs and maintenance to council homes following a decision by Powys County Council and Kier to end the joint venture and return services to the county council.

Staff who previously worked for HOWPS will now work for the county council providing the repairs and maintenance service. All operatives will have ID badges.

Please note that emergency repairs will not be affected, and that routine heating and service calls will continue.

We ask for your co-operation and patience during this change over period as there may be some slight disruption to the repairs carried out to your home.

From Monday 4<sup>th</sup> July 2022 to report repairs, please only use the following:

Telephone – 01597 827464; email – [powys-repairs@powys.gov.uk](mailto:powys-repairs@powys.gov.uk); website –

<https://en.powys.gov.uk/housingrepair>

**2.5 Free iPad loans (26<sup>th</sup> June):**

Do you know of anyone who would find it useful to have an iPad for accessing council services/information? Or for other social, health or educational reasons?

Thanks to a new scheme, Powys residents can borrow an iPad for free from their local library for four weeks at a time.

Library staff can even help new users up and running with the devices if they are not already familiar with them.

The iPads all come with a free mobile data allowance. The loan scheme is available for over 18s and you can find out more details on the council's website.

Residents can contact their local library direct, but if you would like more information, or to discuss how the library can work with you or your team to provide iPads for your service users, please email [library@powys.gov.uk](mailto:library@powys.gov.uk)

The iPads are part of the Digital Powys project to give residents more choice and how, when and by what means they interact with the council. The loan scheme is made possible thanks to support for the Welsh Government Circular Economy Fund.

**2.6 County's premier awards launched to recognise Powys' star businesses (27<sup>th</sup> June):**

The hunt is on to find the best companies, social enterprises and charities in Powys following the launch of the county's annual business awards.

Showcasing the diverse range of successful business enterprises in the county, Powys Business Awards are organised by Mid Wales Manufacturing Group (MWMG) with support from sponsors. This year there are eight categories.

This year's categories are: Start up Business Award sponsored by EvaBuild, Entrepreneurship Award sponsored by Welsh Government, Micro Business Award (fewer than ten employees)



sponsored by Welshpool Printing Group, Growth Award sponsored by The County Times, Small Business Award (under 30 employees) sponsored by WR Partners, Social Enterprise/Charity Award sponsored by Myrick Training Services, Small Business Growth sponsored by EDF Renewables and Technology and Innovation sponsored by Forest Brown. From the category winners, an overall Powys Business of the Year Award, sponsored by Powys County Council, is chose. In addition, the judging panel can make a discretionary Judges Special Award to recognise an outstanding achievement by a business or person who is not one of the category winners.

Entries must be received by Sunday, 31<sup>st</sup> July and the awards presentation will be held at Dering Lines, Brecon on Friday, 7<sup>th</sup> October. Entry forms may be completed online or downloaded at <https://www.powysbusinessawards.co.uk/entry-form>

The awards, which began in 2009, are an opportunity for all businesses, social enterprises and charities of all sizes in Powys to compete for a chance to be a finalist at the county's main business event of the year.

## 2.7 Interim executive arrangements (28<sup>th</sup> June):

New interim executive management arrangements are being put in place at Powys County Council following the departure of an Executive Director. Ali Bulman, Executive Director for People and Organisation Development is leaving the council to start a new role of Strategic Director - Care and Wellbeing with Cornwall County Council.

Chief Executive Dr Caroline Turner said: "We thank Ali for her hard work and dedication, particularly over the last two years when services were under severe pressure, WE wish her well in her new role.

"Her departure has provided the council with an opportunity to revisit executive arrangements and to strengthen the links between the Executive Service and Children's Services, and between Adult Social Care, Commissioning and Housing.

"The council has a new cabinet following the elections in May and has agreed its Progressive Partnership Agreement, which is being developed into a new Corporate Plan.

"It is important that the senior structure of the council is therefor aligned to best support and deliver these priorities. Following discussions with the Leader and Cabinet we have agreed to put in place an interim executive management structure for up to 12 months.

"The interim structure will include a Director of Social Services and Housing, Commissioning and Housing, as well as holding the statutory designation of Director of Social Services.

"The current Head of Housing and Community Development, Nina Davies has been appointed to the post and will take up her duties on 1<sup>st</sup> July.

"We are strengthening the links between Children's Service and the Education Service by creating the role of Director of Education and Children, and the current Director of Education Lynette Lovell will take up the new post shortly.

"The final executive management change will see Emma Palmer, current Head of Transformation and communications appointed Director of Corporate Services, responsible for Workforce, Organisational Design, Digital Services, Transformation and Communications.

"The new role will have joint line management responsibilities with the Executive Director Economy and Environment for the Head of Digital Services, in regard to the council's internal ITC and those provided jointly to the PTHB.

"The Executive Director Nigel Bryn will retain line management responsibility for the other areas of the Service, in particular Economic Development and also Culture and Leisure.

"We have informed Welsh Government officers, Care Inspectorate Wales and Estyn of our proposals and they are supportive. We wish the new executive officers well in their new posts and look forward to working with them," she added.

## 2.8 Staff shortages causing disruption to bin collections (4<sup>th</sup> July)

Front line workers, such as the waste and recycling crews, have been relied upon to continue working hard throughout the chaos of the past couple of years. Despite the strains of a global pandemic and budget pressures, the council's key workers have worked tirelessly to ensure services are maintained and residents' needs are met.

However, the current recruitment crisis is now taking its toll and the waste and recycling service is suffering a staff shortage. At times this is resulting in missed collections and delays to emptying litter bins and the banks at community recycling sites. We are working hard to make sure disruption is kept to a minimum.

Residents are advised to keep an eye on the council's Powys Recycles social media pages and the council website for any updates to collection arrangements:

Facebook: @recycleforpowys / <https://www.facebook.com/recycleforpowys>

Twitter: @PowysRecycles / <https://twitter.com/PowysRecycles>

Bin collection details: Bin collection day

For more information on the council vacancies within the waste and recycling service, please visit: Search and Apply for Jobs.

#### 2.9 Free sporting activities for Powys children (4<sup>th</sup> July):

Powys County Council in partnership with Freedom Leisure have arranged free sporting activity sessions in nine different locations, including Bro Dyfi Leisure Centre, across the county. These sessions are for children and young people six to 12 across Powys as part of Welsh Government's Playworks Holiday funded project. Places will be limited so parents must book their child's place online.

Applications will be open on Friday 8<sup>th</sup> of July onwards for five weeks of the summer holidays. For your child to attend, you must book a place online by Wednesday 12 noon for the following week's sessions. Families will be notified of confirmed places a week in advance for activities the following week.

If you have any questions, please contact us on [holiday.activities@powys.gov.uk](mailto:holiday.activities@powys.gov.uk)

For more information visit: <https://en.powys.gov.uk/article/11259/Holiday-Playworks-Summer-Sessions-with-Freedom-Leisure>

#### 2.10 Powys to become a Proud Council (4<sup>th</sup> July):

Powys County Council is to become a 'Proud Council' and will be the first rural authority in Wales to join the partnership.

Proud Councils is a voluntary partnership of Welsh local authorities who are proactive in the inclusion of LGBTQ+ people. It was formed in 2015 to ensure local government across Wales is a visible leader in the field of LGBTQ+ rights and actively champion LGBTQ+ inclusion in communities in Wales.

The partnership aims to create an unified and collaborative approach to LGBTQ+ across Wales, supporting member local authorities with their commitment towards creating equal, diverse, and inclusive workplaces and communities, where the LGBTQ+ community can be free from discrimination or prejudice.

The decision to become a Proud Council was approved by Cabinet on 28<sup>th</sup> June.

The other Welsh local authorities that are Proud Councils are Blaenau Gwent, Caerphilly, Cardiff, Merthyr Tydfil, Newport, Rhondda Cynon Taf, Swansea, Torfaen.

#### 2.11 Cabinet approved Discretionary Cost of Living Support Scheme (6<sup>th</sup> July):

Thousands of vulnerable residents are set to receive financial help after Cabinet decided how funding to support those most impacted by the cost-of-living crisis will be spent.

Powys County Council has received £924,373 from the Welsh Government to provide discretionary support over the cost-of-living crisis.



On 5<sup>th</sup> July, Cabinet approved the Discretionary Cost of Living Support Scheme which will see the funds being used to potential support up to 3,000 of the county's vulnerable residents who haven't been able to get help through the main Cost of Living Support Scheme.

The discretionary scheme includes:

- £150 to residents in receipt of Disabled Band Reduction who do not get help in the main scheme.
- £150 to residents in occupied properties that are currently exempt from Council Tax.
- £150 to families of children on Free Schools Meals who do not get help in the main scheme.
- £150 to vulnerable young people.
- £150 to residents who have care needs in the community and have undergone a means test assessment and who did not get help in the main scheme.
- £150 to vulnerable residents who live in homes that have off-grid fuel supply and did not get help in the main scheme.

Other elements of the support scheme will see:

- A Home Loss Prevention Scheme to directly prevent homelessness with help for rent arrears and support those in who have mortgages and at threat of losing their home.
- A £5,000 grant given to each foodbank in Powys.
- Up to £1,000 grant given to all breakfast clubs attached to schools.
- Up to £5,000 grants to support local groups and agencies working directly with customers in need through this current crisis.

A fund will also be set up to allow those in the council who work directly with vulnerable residents to alleviate cost of living crisis needs as they come across it.

£250,000 of the funding will also go to energy efficient work for the homes of vulnerable residents to reduce their energy costs as well as providing longer term solutions to the fuel cost crisis.

As with the main Cost of Living Support Scheme, which is currently being rolled out, where the council holds bank details for eligible people in identified categories it will automatically issue the £150 payments. Where the details are not held, the council will make contact with eligible households to apply for grants.

## 2.12 Gadgeteers Summer Reading Challenge (7<sup>th</sup> July):

Children in Powys are encouraged to join the Summer Reading Challenge and spark their curiosity about the world around them. This year, the Reading Agency have partnered with the Science Museum Group to create a challenge that is all about science and innovation.

To get involved, visit your local library, and register for the challenge and choose your six books from the wide selection available or sign up online for the digital challenge via

<https://summerreadingchallenge.org.uk>

Choose six books you are going to read. These can be your own books at home or e-books/e-audio books from Powys Library's Borrowbox site: <https://powys.borrowbox.com>

The Summer Reading Challenge is aimed at children aged between four and 11 years and runs from Saturday 9<sup>th</sup> July until mid-September.

Powys Libraries have a variety of books available for the challenge, in English and Welsh, including picture books, quick reads, story books, information books and comics.

Once signed up to the challenge, each child will receive a free collector's folder and then read any book to collect special stickers along the way.

Everyone who completes their personal reading challenge at the end of the summer will receive a certificate and medal, a free family swim voucher courtesy of Freedom Leisure and will be entered into a prize draw with the chance to win some fantastic prizes.

For more information, visit: [www.facebook.com/buddingreaders](https://www.facebook.com/buddingreaders) or contact the library service on [library@powys.gov.uk](mailto:library@powys.gov.uk) or 01874 612394.



3. Meeting of the Planning Committee on Thursday, 7<sup>th</sup> July 2022:
  - 3.1 Planning Decisions of the Head of Regeneration, Property and Commissioning on Delegated Applications. (Date of Decision in Brackets):
    - a) Application Number 21/1737/FUL: Redevelopment of petrol station, to include new shop with a hot food take away, parking, petrol dispensers, underground tanks, car wash, jet wash, EV charging and ancillary services, Station Garage, Heol y Doll, Machynlleth – Approve (23-6-22).
4. Press/Media Releases (11-7-22 to (15-7-22):
  - 4.1 You can now recycle your food and drink cartons from home (11<sup>th</sup> July):

Cartons, often referred to as TetraPacs, can now be recycled through your weekly recycling collections by adding to your red recycling box.

The types of cartons we can now accept in the kerbside red recycling boxes are drink cartons such as juices, smoothies and milk, and food cartons, such as soup, tomatoes and pulses. Just give them a quick rinse, squash, and add them to your recycling box.

After your recycling has been collected and delivered to the council's waste transfer station, the cartons are separated from the plastics and cans and baled together. These bales are then collected by the Alliance Beverage Cartons and the Environment (ACE) UK, who process them at their dedicated reprocessing facility.

As a reminder, we can now collect clean and empty bottles, pots, tubs and trays. Clean and empty tins, cans, kitchen and bathroom aerosols, foil and metal lids. Clean and empty food and drink cartons.
  - 4.2 Satellite provision for SEN /ALN officially opened (12<sup>th</sup> July):

A satellite provision that was set up by a south Powys special school so that learners with special educational needs / additional learning needs as near to home as possible, has officially opened.

Ysgol Penmaes in Brecon has based the new satellite provision at Crossgates Primary School, near Llandrindod Wells. The satellite provision is for pupils from across Powys but largely benefits learners with complex needs living close to the Llandrindod Wells area.

The exciting provision has been developed with senior leaders from both schools in partnership with the council. It also forms part of the council's strategy – The Future of Special Educational Needs (SEN) / Additional Learning Needs (ALN) in Powys – which looks to improve education provision for learners with SEN / ALN.

Although the learners attend the satellite provision at Crossgates Primary School, they remain on role at Ysgol Penmaes. The learners are taught by specialist staff from Ysgol Penmaes who have a great deal of SEN / ALN experience.

Placements at the satellite provision, which are decided by the council, are only for those learners with profound and multiple learning difficulties, severe learning difficulties and / or severe communication difficulties.
  - 4.3 Talgarth resident lands £300 fine for dumping rubbish in the community recycling site (15<sup>th</sup> July):

Continued abuse of the county's community recycling sites not only contaminates tonnes of recycling but has also resulted in one careless Talgarth resident receiving a Fixed Penalty Notice.

The £300 fine was issued after black bin bags full of general rubbish and clothing were found in and around the local card recycling bank. During interview, the owner of the waste claimed to have paid someone to take their waste away. As a result, the fine was issued

under the Household Waste Duty of Care Regulations 2019, for failing to take reasonable measures to secure the safe transport and disposal of your household waste.

For more information on Household Waste Duty of Care Regulations, please visit <https://naturalresources.wales/guidance-and-advice/environmental-topics/waste-management/disposing-of-your-household-waste/?lang=en>

4.4 Council to take part in Powys Pride parade (15<sup>th</sup> July):

Representatives from Powys County Council will be taking part in the first ever Powys Pride parade in Llandrindod Wells this weekend. The parade, which is being held on Saturday, 16<sup>th</sup> July, is a landmark event for the LGBTQ+ community in Powys.

4.5 Live broadcasting ambition for Powys (15<sup>th</sup> July):

Powys County Council's cabinet is committed to open and transparent democracy and is looking for technological solutions to broadcasting more of its meetings live. Council Leader Councillor James Gibson-Watt said the Cabinet wanted to be as accessible as possible but needed to find solutions that could support bilingual discussion as well as all democratic processes at a sustainable cost.

"Working in a digital way has brought new challenges that could not have been imagined in the past. Some of the new technology gives us the ability to have bilingual debate but cannot accommodate voting while others have less flexibility, which is not acceptable.

"Although we are currently exceeding Welsh Government's on live broadcasting of council meetings, with coverage of full council and the cabinet we feel strongly that we should extend this to all scrutiny and planning meetings, but it will come at a cost.

"The previous cabinet took the decision to fund the Zoom system which has limited the live broadcasts available to us. The current Cabinet will look at what can be done to allow live broadcasting, including hybrid meeting which add a new level of complexity, as widely as possible, as soon as possible. However, it is clear that there is no complete solution for all of the requirements.

"Public accessibility is a cornerstone of the Progressive Partnership that the council should operate in as open and transparent manner as possible," he added.

5. Other matters of interest:

- a) Together with volunteers and staff, Powys Nature Partnership have helped to create a new community wildlife and sensory garden at the Knighton and District Community Centre and Library as part of the Welsh Government's Local Places for Nature scheme.
- b) A development of new low energy social housing in Powys has been highly commended in awards that recognise the best construction projects in Wales. Judges for Constructing Excellence in Wales were so impressed with the scheme by Powys County Council, it made a special award to the team behind the project in the Residential Property of the Year category. The £1.3 million development in Sarn, developed by the council's Affordable Housing Team, was the first social housing to be built for the local authority in 30 years and the first ever to meet the stringent Passivhaus conditions.
- c) Plans to build 32 one-bedroomed flats on the site of the former Robert Owen House in Newtown received planning permission on 16<sup>th</sup> June. The energy efficient flats will be managed by the council's Affordable Housing Team. The new homes will be managed by the council and allocated to applications on the Powys Common Housing Register.

- d) Work on a building project that will transform education for pupils with additional learning needs in Powys will begin next month the county council has announced.  
Powys County Council and its contractor Wynne Construction will start to build the new replacement building for Ysgol Cedewain in Newtown in July.  
The project can now proceed after the Welsh Government, who will fund 75% of the project costs under its Sustainable Communities for Learning Programme, approved the council's Full Business Case. The remaining 25% will be funded by the council.  
The new build will replace very poor accommodation at the current Ysgol Cedewain school, and will include facilities for very vulnerable learners, including a hydrotherapy pool, sensory and physiotherapy rooms and garden as well as a community café.
- e) The latest Welsh Government Active Travel funding will support walking and cycling at two locations in Newtown, namely, Treowen and Newtown Bridge, Also, a Safe Route to School to Llaneidwedd from Builth Wells.
- f) Three key visitor locations in Powys are set for a boost after the county council secured Welsh Government funding to carry out improvement works.  
Brocon Town Centre Visitor Experience - £48,000 – will see new town maps, pedestrian finger posts, heritage plaques, updated signage, welcome banners, QR codes for circular walks around town and from the town centre into surrounding countryside.  
Llandrindod Wells Visitor Experience - £125,000 will focus on the visitor experience around the Lake and Boathouse and will include opening up a slipway access point near the boathouse for water activity access, a new oak shelter/seating area, resurfacing the area around the boathouse to improve disabled access, and create a beachside area and wildlife viewpoint. A new disabled access footbridge will also be installed in the nearby Rock Park.  
Lake Vyrnwy Experience - £95,000 – will see car park improvements at Old Village and Rhiwagor, installation of picnic benches and cycle racks, Lakeside bird hide access improvement and interpretation, walking route improvements to two trails to enhance access, upgrading of Llechwedd-du picnic area as well as the restoration of iconic metal railings around the lake.

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County/Town Councillor J. Michael Williams.  
July 2022.

# LIST OF EXPENSES JULY 2022

Supplier Name	Amount due	NET	VAT	Description	Department	Due date
BNP Paribas	£ 721.83	£ 184.86	£ 36.97	coffee machine leasing (21/7-20/8/2022)	Café	21/07/2022
Castell	£ 3,542.63	£ 3,542.63		food & beverages supplies for café	Café	25/07/2022
Rjfo	£ 278.22	£ 278.92	£ 1.30	Supplies for coffee machine	Café	17/08/2022
The Black Lion	£ 760.50	£ 653.75	£ 126.75	Catering consultant/manager	Café	27/07/2022
Viking	£ 45.81	£ 33.18	£ 7.64	toaster for café	Café	27/07/2022
Worldpay	£ 149.65	£ 134.15	£ 9.50	credit cards fees (June 22) in café	Café	13/07/2022
Barclays Bank Ltd	£ 86.23	£ 86.23		charges 13/5 to 12/6/2022	Town Council	04/07/2022
BT	£ 805.33	£ 671.11	£ 134.22	telephone (April > June 22)	Town Council	27/07/2022
Croner	£ 286.61	£ 249.49	£ 47.12	HR advice as per policy 08039	Town Council	11/07/2022
Grete Products	£ 47.99	£ 39.99	£ 8.00	Screen stand for hybrid meetings	Town Council	27/07/2022
Infiniti	£ 62.78	£ 68.93	£ 13.80	janitorial supplies for carpark lot	Town Council	03/08/2022
James Hallam Insurance	£ 21,277.34	£ 21,177.34	£ 5.83	General Insurance for the Pias, Public bus by carpark, Clock Tower & War Memorial	Town Council	13/07/2022
PEAG LLC	£ 31.99	£ 29.15	£ 5.83	Items for hybrid meetings	Town Council	27/07/2022
Powys County Council	£ 364.00	£ 364.00		PY2022-23 PCC rates for Pias Kennels	Town Council	05/07/2022
Powys County Council	£ 135.00	£ 115.00		PY2022-23 PCC rates for NTC Admin office	Town Council	05/07/2022
Powys County Council	£ 7,792.61	£ 2,232.84		Due to PCC : 12.5% market fees raised in 2021-22	Town Council	02/07/2022
Sage	£ 30.00	£ 25.00	£ 5.00	accounting software & technical support (July 2022)	Town Council	26/07/2022
Total Energies	£ 64.49	£ 51.41	£ 3.68	electricity Clock Tower (June 22)	Town Council	26/07/2022
Total Energies	£ 25.46	£ 24.25	£ 1.21	electricity Pias Kennels (June 22)	Town Council	26/07/2022
Viking	£ 94.14	£ 78.45	£ 15.69	janitorial supplies	Town Council	27/07/2022
WRFarmers	£ 9,264.00	£ 7,720.00	£ 1,544.00	Various credits up to April 2022 & processing May+June payroll	Town Council	27/07/2022
Breidens Ltd	£ 90.00	£ 75.00	£ 15.00	power battery for kit	Pias	27/07/2022
BT	£ 500.00	£ 250.00	£ 50.00	Internet services	Pias	27/07/2022
Omio Knight	£ 60.00	£ 60.00		advert in cwb npi publication	Pias	27/07/2022
Syft Skip Hire	£ 270.00	£ 275.00	£ 45.00	gas/recycling disposal	Pias	27/07/2022
Gazcam	£ 932.82	£ 747.75	£ 155.04	gas usage May 22	Pias	03/08/2022
Infiniti	£ 135.07	£ 112.56	£ 22.51	janitorial supplies for Pias	Pias	03/08/2022
Powys County Council	£ 62.00	£ 62.00		PY2022-23 PCC rates for Registrar room	Pias	05/07/2022
Powys County Council	£ 776.00	£ 776.00		PY2022-23 PCC rates for Community Hall & Vortex area	Pias	05/07/2022
Powys County Council	£ 278.00	£ 278.00		PY2022-23 PCC rates for John Edwards & Vane Temperance rooms	Pias	05/07/2022
Powys County Council	£ 58.00	£ 58.00		PY2022-23 PCC rates for Pias staff room	Pias	05/07/2022
SSE Svallec	£ 1,580.34	£ 1,379.66	£ 775.89	electricity Pias (April+June 22)	Pias	27/07/2022
The Store (TG Owns)	£ 63.58	£ 52.88	£ 10.60	various for maintenance	Pias	25/07/2022
Total Energies	£ 21.98	£ 20.93	£ 1.05	electricity public convenience (April+June 22)	Pias	25/07/2022
Travis	£ 43.81	£ 36.51	£ 7.30	various for maintenance	Pias	27/07/2022
Viking	£ 134.54	£ 117.20	£ 22.44	stationery items	Pias	27/07/2022
JULY Wages/MIC/PAY/Pensions	£ 18,567.60				Town Council	30/07/2022

£ 63,267.65 £42,205.30 £2,494.74

Balance of Barclays Bank on 18/7/2022 £ 106,038.12

9.1

Machynlleth Town Council  
Year ended 31 March 2020

Information for return

		2019 £	2020 £	Variance £	Variance %	Requires Explanation? Over 15%
<b><u>STATEMENT OF INCOME AND EXPENDITURE</u></b>						
Box 1	Balance B/Fwd	29,928.27	35,824.12	55,752.39	184%	
Box 2	Income from local taxation/levy	147,500.00	172,000.00	24,500.00	14%	NO
Box 3	Total other receipts	204,364.87	236,869.75	32,504.88	14%	NO
Box 4	Staff costs	- 227,908.96	- 204,761.24	23,147.72	-12%	NO
Box 5	Loan interest/capital repayments	-	-	-	#DIV/0!	NO
Box 6	Total other payments	- 189,707.30	- 169,710.02	19,997.28	-12%	NO
Box 7	Balance C/Fwd	- 35,824.12	- 925.63	34,898.49	-3770%	
<b><u>STATEMENT OF BALANCES</u></b>						
Box 8	Debtors & Stock balance	14,054.59	13,627.40	427.19	-3%	NO
Box 9	Total cash and investments	3,497.95	24,489.69	20,991.74	86%	YES
Box 10	Creditors	- 53,376.66	- 39,042.72	14,333.94	-37%	YES
Box 11	Balance C/Fwd	- 35,824.12	- 925.63	34,898.49	-3770%	
Box 12	Total fixed assets & long term assets	566,509.76	565,509.76	-	0%	NO
Box 13	Total borrowing	-	-	-	#DIV/0!	

MachynBeth Town Council  
Year ended 31 March 2021

Information for return

<u>STATEMENT OF INCOME AND EXPENDITURE</u>					
	2020	2021	Variance	Variance	
	£	£	£	%	
Box 1 Balance B/Fwd	-	925.63	34,898.49	-3770%	
Box 2 Income from local taxation/fees	172,000.00	189,000.00	17,000.00	9%	
Box 3 Total other receipts	236,869.75	170,820.46	-66,049.29	-39%	
Box 4 Staff costs	-	207,629.81	-	2%	
Box 5 Loan interest/capital repayments	-	-	-	#DIV/0!	
Box 6 Total other payments	-	102,572.64	57,137.38	-65%	
Box 7 Balance C/Fwd	-	48,792.38	40,618.01	102%	
<u>STATEMENT OF BALANCES</u>					
Box 8 Debtors & Stock balance	13,627.40	18,035.26	4,407.86	24%	
Box 9 Total cash and investments	24,489.09	40,737.08	16,247.99	49%	
Box 10 Creditors	-	10,079.98	28,952.75	-287%	
Box 11 Balance C/Fwd	-	48,692.38	48,618.01	102%	
Box 12 Total fixed assets & long term assets	566,509.76	569,790.74	3,280.98	1%	
Box 13 Total borrowing	-	-	-	#DIV/0!	

Madayaitheth Town Council  
Year ended 31 March 2022

Information for return

<u>STATEMENT OF INCOME AND EXPENDITURE</u>					Variance	
	2021	2022	Variance		%	
	£	£	£			
Box 1 Balance B/Fwd	-	48,662.38	48,662.38	102%		
Box 2 Income from local taxation/levy	189,300.00	191,475.00	2,175.00	1%		NO
Box 3 Total other receipts	170,820.46	182,482.60	11,662.14	6%		NO
Box 4 Staff costs	-	167,499.42	40,130.39	-24%		NO
Box 5 Loan interest/capital repayments	-	-	-	#DIV/0!		NO
Box 6 Total other payments	-	157,621.32	55,048.63	35%		NO
Box 7 Balance C/Fwd	48,662.38	97,529.24	48,866.86	50%		
<u>STATEMENT OF BALANCES</u>						
Box 8 Debtors & Stock balance	18,035.26	23,577.53	5,542.27	24%		YES
Box 9 Total cash and investments	40,737.08	94,632.39	53,895.31	57%		YES
Box 10 Creditors	-	20,680.68	10,600.72	51%		YES
Box 11 Balance C/Fwd	48,662.38	97,529.24	48,866.86	50%		
Box 12 Total fixed assets & long term assets	569,730.74	570,887.03	1,156.29	0%		
Box 13 Total borrowing	-	-	-	#DIV/0!		



# Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2020

## LANGUAGE PREFERENCE

Please indicate how you would like us to communicate with you during the audit. Note that audit notices will be issued bilingually.

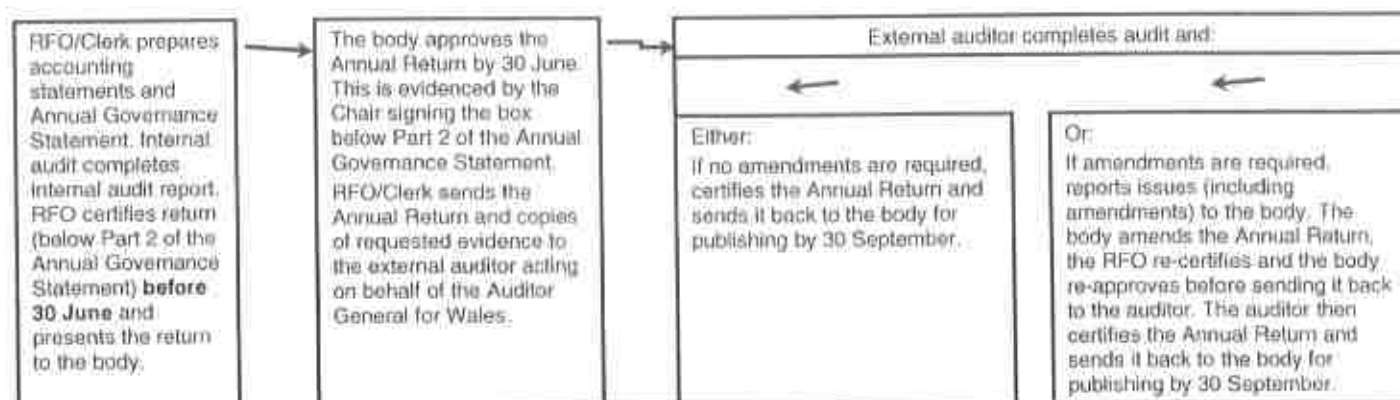
	Yes	No		Yes	No		Yes	No
ENGLISH	<input type="radio"/>	<input type="radio"/>	WELSH	<input type="radio"/>	<input type="radio"/>	BILINGUALLY	<input checked="" type="radio"/>	<input type="radio"/>

## THE ACCOUNTS AND AUDIT PROCESS

Section 12 of the Public Audit (Wales) Act 2004 requires community and town councils (and their joint committees) in Wales to make up their accounts each year to 31 March and to have those accounts audited by the Auditor General for Wales. Regulation 14 of the Accounts and Audit (Wales) Regulations 2014 states that smaller local government bodies i.e. those with annual income and expenditure below £2.5 million must prepare their accounts in accordance with proper practices.

For community and town councils and their joint committees, proper practices are set out in the One Voice Wales/Society of Local Council Clerks publication **Governance and accountability for local councils in Wales – A Practitioners' Guide** (the Practitioners' Guide). The Practitioners' Guide requires that they prepare their accounts in the form of an Annual Return. This Annual Return meets the requirements of the Practitioners' Guide.

The accounts and audit arrangements follow the process as set out below.



Please read the guidance on completing this Annual Return and **complete all sections highlighted pink** including BOTH sections of the Annual Governance Statement.

## APPROVING THE ANNUAL RETURN

There are two boxes for certification and approval by the body. The second box is only required if the Annual Return has to be amended as a result of the audit. You should only complete the top box before sending the report to the auditor.

The council must approve the Annual Return BEFORE the accounts and supporting documents are made available for public inspection under section 30 of the Public Audit (Wales) Act 2004.

The Auditor General for Wales' Audit Certificate and report is to be completed by the auditor acting on behalf of the Auditor General. It **MUST NOT** be completed by the Clerk/RFO, the Chair or the internal auditor.

Audited and certified returns are sent back to the body for publication and display of the accounting statements, Annual Governance Statement and the Auditor General for Wales' certificate and report.

## Accounting statements 2019-20 for:

Name of body: Cyngor Tref Machynlleth

	Year ending		Notes and guidance for compilers
	31 March 2019 (£)	31 March 2020 (£)	

Please round all figures to nearest £.  
Do not leave any boxes blank and report £0 or nil balances.  
All figures must agree to the underlying financial records for the relevant year.

### Statement of income and expenditure/receipts and payments

1. Balances brought forward	29,928	-35,824	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	147,500	172,000	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	204,385	236,870	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	227,910	204,261	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
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	189,707	169,710	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	-35,824	-925	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).

### Statement of balances

8. (+) Debtors and stock balances	14,055	13,628	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body and stock balances held at the year-end.												
9. (+) Total cash and investments	3498	24,490	<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	53,377	39,043	<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	-35,824	-925	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).												
12. Total fixed assets and long-term assets	566,510	556,510	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).												
14. Trust funds disclosure note	<table><tr><td>Yes</td><td>No</td><td>N/A</td><td>Yes</td><td>No</td><td>N/A</td></tr><tr><td><input checked="" type="radio"/></td><td><input type="radio"/></td><td><input type="radio"/></td><td><input checked="" type="radio"/></td><td><input type="radio"/></td><td><input type="radio"/></td></tr></table>	Yes	No	N/A	Yes	No	N/A	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>		The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
Yes	No	N/A	Yes	No	N/A										
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>										



## Annual Governance Statement (Part 1)

We acknowledge as the members of the Council/Board/Committee, 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 2020, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: <ul style="list-style-type: none"> <li>• effective financial management during the year; and</li> <li>• the preparation and approval of the accounting statements.</li> </ul>	<input type="radio"/>	<input checked="" type="radio"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	<input type="radio"/>	<input checked="" type="radio"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/Committee to conduct its business or on its finances.	<input type="radio"/>	<input checked="" type="radio"/>	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 has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	<input type="radio"/>	<input checked="" type="radio"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input type="radio"/>	<input checked="" type="radio"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	<input type="radio"/>	<input checked="" type="radio"/>	Arranged 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.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	<input type="radio"/>	<input checked="" type="radio"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	<input type="radio"/>	<input checked="" type="radio"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
9. Trust funds – in our capacity as trustee, we have: <ul style="list-style-type: none"> <li>• discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.</li> </ul>	<input type="radio"/>	<input checked="" type="radio"/>	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

## Annual Governance Statement (Part 2)

	Agreed?			'YES' means that the Council/Board/ Committee:
	Yes	No*	N/A	
1. We have prepared and approved minutes for all meetings held by the Council (including its committees) that accurately record the business transacted and the decisions made by the Council or committee.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Has kept and approved minutes in accordance with Schedule 12, Paragraph 41 of the Local Government Act 1972.
2. We have ensured that the Council's minutes (including those of its committees) are available for public inspection and have been published electronically.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Has made arrangements for the minutes to be available for public inspection in accordance with section 228 of the Local Government Act 1972 and has published the minutes on its website in accordance with section 55 of the Local Government (Democracy) (Wales) Act 2013.

\* Please delete as appropriate.

### Council/Board/Committee approval and certification

The Council/Board/Committee is responsible for the preparation of the accounting statements in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014 and for the preparation of the Annual Governance Statement.

#### Certification by the RFO

I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/ Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2020.

RFO signature:   
 Name: DEWI JONES  
 Date: 8/7/2022

#### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair of meeting signature:

Name:

Date:

### Council/Board/Committee re-approval and re-certification (only required if the Annual Return has been amended at audit)

#### Certification by the RFO

I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/ Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2020.

RFO signature:

Name:

Date:

#### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair of meeting signature:

Name:

Date:



## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

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 2020-21 was £8.32 per elector.

In 2020-21, the Council made payments totalling £\_\_\_\_\_ under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

\* 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.

## Council/Board/Committee approval and certification

The Council/Committee 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.

### Certification by the RFO

I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2021.

RFO signature:

Name:

Date:

### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair of meeting signature:

Name:

Date:

## Auditor General for Wales' Audit Certificate and report

The external auditor conducts the audit on behalf of, and in accordance with, guidance issued by the Auditor General for Wales. On the basis of their review of the Annual Return and supporting information, they report whether any matters that come to their attention give cause for concern that relevant legislation and regulatory requirements have not been met.

We certify that we have completed the audit of the Annual Return for the year ended 31 March 2020 of:

### External auditor's report

[Except for the matters reported below]\* On the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

[[These matters along with]\* Other matters not affecting our opinion which we draw to the attention of the body and our recommendations for improvement are included in our report to the body dated \_\_\_\_\_.]

### Other matters and recommendations

On the basis of our review, we draw the body's attention to the following matters and recommendations which do not affect our audit opinion but should be addressed by the body.

(Continue on a separate sheet if required.)

External auditor's name:

External auditor's signature:

Date:

For and on behalf of the Auditor General for Wales

\* Delete as appropriate.

## Annual internal audit report to:

Name of body:

The Council/Board/Committee'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 2020.

The internal audit has been carried out in accordance with the Council/Board/Committee'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/Board/Committee.

	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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
8. Asset and investment registers were complete, accurate, and properly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text



	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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text

**For any risk areas identified by the Council/Board/Committee (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. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
13. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
14. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text

\* 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/Board/Committee are included in my detailed report to the Council/Board/Committee dated \_\_\_\_\_.] \* 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 2018-19 and 2019-20. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:

Signature of person who carried out the internal audit:

Date:

## Guidance notes on completing the Annual Return

1. You must apply proper practices when preparing this Annual Return. Proper practices are set out in the Practitioners' Guide.
2. Make sure that the Annual Return is fully completed ie, no empty red boxes. Please avoid making any amendments to the completed return. If this is unavoidable, cross out the incorrect entries, make sure the amendments are drawn to the attention of the body, properly initialled and an explanation for them is provided to the external auditor. **Please do not use correction fluid.** Annual returns that are incomplete or contain unapproved and/or unexplained amendments or correction fluid will be returned unaudited and may incur additional costs. Ask your auditor for an electronic copy of the form if required.
3. Use a second pair of eyes, perhaps the Chair or a member, to review your Annual Return for completeness before sending the original form to the auditor.
4. Make sure that your accounting statements add up, that the balance carried forward from the previous year (line 7 of 2019) equals the balance brought forward in the current year (line 1 of 2020). Explain any differences between the 2019 figures on this Annual Return and the amounts recorded in last year's Annual Return.
5. Explain fully any significant variances in the accounting statements. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a detailed analysis to support your explanation and be specific about the values of individual elements making up the variances.
6. Make sure that the copy of the bank reconciliation you send to your auditor with the Annual Return covers **all** your bank accounts and cash balances. If there are no reconciling items, please state this and provide evidence of the bank balances. If your Council holds any short-term investments, please note their value on the bank reconciliation. The auditor should also be able to agree your bank reconciliation to line 9 in the accounting statements. More help on bank reconciliations is available in the Practitioners' Guide.
7. **Every council must send to the external auditor, information to support the assertions made in the Annual Governance Statement even if you have not done so before.** Your auditor will tell you what information you need to provide. Please read the audit notice carefully to ensure you include all the information the auditor has asked for. You should send **copies** of the original records (certified by the Clerk and Chair as accurate copies) to the external auditor and not the original documents themselves.
8. Please do not send the auditor any information that you are not specifically asked for. Doing so is not helpful.
9. If the auditor has to review unsolicited information, repeat a request for information, receives an incomplete bank reconciliation or explanation of variances or receives original documents that must be returned, the auditor will incur additional costs for which they are entitled to charge additional fees.
10. **Please deal with all correspondence with the external auditor promptly.** This will help you to meet your statutory obligations and will minimise the cost of the audit.
11. **Please note that if completing the electronic form, you must print the form for it to be certified by the RFO and signed by the Chair before it is sent to the auditor.**

Completion checklist – 'No' answers mean that you may not have met requirements		Done?	
Initial submission to the external auditor		Yes	No
Accounts	Do the papers to be sent to the external auditor include an explanation of significant variations from last year to this year?		
	Does the bank reconciliation as at 31 March 2020 agree to Line 9?		
Approval	Has the RFO certified the accounting statements and Annual Governance Statement (Regulation 15 (1)) no later than 30 June 2020?		
	Has the body approved the accounting statements before 30 June 2020 and has Section 3 been signed and dated by the person presiding at the meeting at which approval was given?		
All sections	Have all pink boxes in the accounting statements and Annual Governance Statement been completed and explanations provided where needed?		
	Has all the information requested by the external auditor been sent with this Annual Return? Please refer to your notice of audit and any additional schedules provided by your external auditor.		
If accounts are amended after receipt of the Auditor General's report on matters arising		Yes	No
Accounts	Have the amended accounting statements been approved and Section 3 re-signed and re-dated as evidence of the Board's approval of the amendments before re-submission to the auditor?		



# Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2021

## LANGUAGE PREFERENCE

Please indicate how you would like us to communicate with you during the audit. Note that audit notices will be issued bilingually.

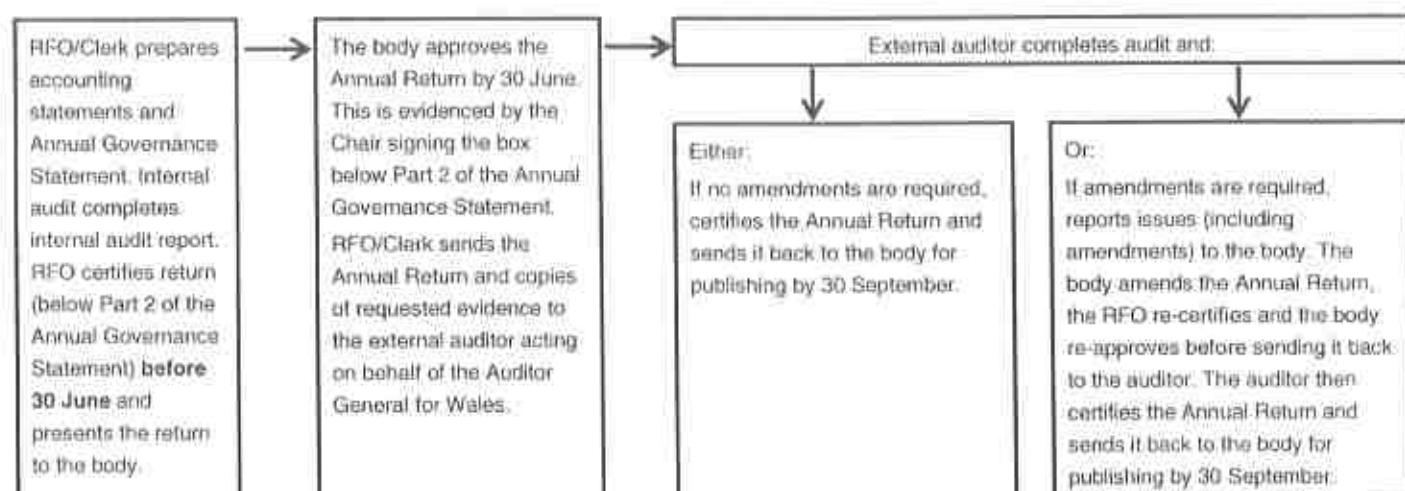
	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
ENGLISH	<input type="checkbox"/>	<input type="checkbox"/>	WELSH	<input type="checkbox"/>	<input type="checkbox"/>	BILINGUALLY	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## THE ACCOUNTS AND AUDIT PROCESS

Section 12 of the Public Audit (Wales) Act 2004 requires community and town councils (and their joint committees) in Wales to make up their accounts each year to 31 March and to have those accounts audited by the Auditor General for Wales. Regulation 14 of the Accounts and Audit (Wales) Regulations 2014 states that smaller local government bodies i.e. those with annual income and expenditure below £2.5 million must prepare their accounts in accordance with proper practices.

For community and town councils and their joint committees, proper practices are set out in the One Voice Wales/Society of Local Council Clerks publication **Governance and accountability for local councils in Wales – A Practitioners' Guide** (the Practitioners' Guide). The Practitioners' Guide requires that they prepare their accounts in the form of an Annual Return. This Annual Return meets the requirements of the Practitioners' Guide.

The accounts and audit arrangements follow the process as set out below.



Please read the guidance on completing this Annual Return and **complete all sections highlighted pink**.

## APPROVING THE ANNUAL RETURN

The council must approve the Annual Return **BEFORE** the accounts and supporting documents are made available for public inspection under section 30 of the Public Audit (Wales) Act 2004.

The Auditor General for Wales' Audit Certificate and report is to be completed by the auditor acting on behalf of the Auditor General. It **MUST NOT** be completed by the Clerk/RFO, the Chair or the internal auditor.

Audited and certified returns are sent back to the body for publication and display of the accounting statements, Annual Governance Statement and the Auditor General for Wales' certificate and report.

## Accounting statements 2020-21 for:

Name of body: Cyngor Tref Machynlleth

	Year ending		Notes and guidance for compilers
	31 March 2020 (£)	31 March 2021 (£)	

Please round all figures to nearest £.  
Do not leave any boxes blank and report £0 or nil balances.  
All figures must agree to the underlying financial records for the relevant year.

### Statement of income and expenditure/receipts and payments

1. Balances brought forward	-35,824	-925	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	172,000	189,000	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	236,870	170,820	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	204,261	207,630	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
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	169,710	102,573	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	-925	48,692	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

### Statement of balances

8. (+) Debtors	13,628	18,035	<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	24,490	40,737	<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	39,043	10,080	<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	-925	48,692	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).												
12. Total fixed assets and long-term assets	556,510	569,731	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).												
14. Trust funds disclosure note	<table><tr><td>Yes</td><td>No</td><td>N/A</td><td>Yes</td><td>No</td><td>N/A</td></tr><tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>	Yes	No	N/A	Yes	No	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
Yes	No	N/A	Yes	No	N/A										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>										



## Annual Governance Statement (Part 1)

We acknowledge as the members of the Council/Board/Committee, 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 2021, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref	
	Yes	No*			
1. We have put in place arrangements for: <ul style="list-style-type: none"><li>• effective financial management during the year; and</li><li>• the preparation and approval of the accounting statements.</li></ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/Committee to conduct its business or on its finances.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 has done so.	6	
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Arranged 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.	6, 8	
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
9. Trust funds – in our capacity as trustee, we have: <ul style="list-style-type: none"><li>• discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.</li></ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

\* Please provide explanations to the external auditor on a separate sheet for each ‘no’ response given; and describe what action is being taken to address the weaknesses identified.

## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

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 2020-21 was £8.32 per elector.

In 2020-21, the Council made payments totalling £\_\_\_\_\_ under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

\* 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.

## Council/Board/Committee approval and certification

The Council/Committee 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.

### Certification by the RFO

I certify that the accounting statements contained in this Annual Return presents fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2021.

RFO signature:

Name:

Date:

*Devi Jones*  
Devi Jones  
8/7/2022

### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair of meeting signature:

Name:

Date:

## Auditor General for Wales' Audit Certificate and report

I report in respect of my audit of the accounts under section 18 of the Act, whether any matters that come to my attention give cause for concern that relevant legislation and regulatory requirements have not been met. My audit has been conducted in accordance with guidance issued by the Auditor General for Wales.

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2021 of:

### Auditor General's report

#### Audit opinion

[Except for the matters reported below]\* On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislation and regulatory requirements have not been met;
- is not consistent with the Council's/Committee's governance arrangements; and
- that the Council/Committee does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

#### Other matters arising and recommendations

I draw the body's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the body.

External auditor's name:

External auditor's signature:

Date:

For and on behalf of the Auditor General for Wales

\* Delete as appropriate.



## Annual internal audit report to:

Name of body:

The Council/Board/Committee'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 2021.

The internal audit has been carried out in accordance with the Council/Board/Committee'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/Board/Committee.

	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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
8. Asset and investment registers were complete, accurate, and properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text

	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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text

**For any risk areas identified by the Council/Board/Committee (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. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
13. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
14. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text

\* 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/Board/Committee are included in my detailed report to the Council/Board/Committee dated \_\_\_\_\_.] \* 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 2019-20 and 2020-21. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:

Signature of person who carried out the internal audit:

Date:



## Guidance notes on completing the Annual Return

1. You must apply proper practices when preparing this Annual Return. Proper practices are set out in the Practitioners' Guide.
2. Make sure that the Annual Return is fully completed ie, no empty red boxes. Please avoid making any amendments to the completed return. If this is unavoidable, cross out the incorrect entries, make sure the amendments are drawn to the attention of the body, properly initialled and an explanation for them is provided to the external auditor. **Please do not use correction fluid.** Annual returns that are incomplete or contain unapproved and/or unexplained amendments or correction fluid will be returned unaudited and may incur additional costs. Ask your auditor for an electronic copy of the form if required.
3. Use a second pair of eyes, perhaps the Chair or a member, to review your Annual Return for completeness before sending the original form to the auditor.
4. Make sure that your accounting statements add up, that the balance carried forward from the previous year (line 7 of 2020) equals the balance brought forward in the current year (line 1 of 2021). Explain any differences between the 2020 figures on this Annual Return and the amounts recorded in last year's Annual Return.
5. Explain fully any significant variances in the accounting statements. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a detailed analysis to support your explanation and be specific about the values of individual elements making up the variances.
6. Make sure that the copy of the bank reconciliation you send to your auditor with the Annual Return covers **all** your bank accounts and cash balances. If there are no reconciling items, please state this and provide evidence of the bank balances. If your Council holds any short-term investments, please note their value on the bank reconciliation. The auditor should also be able to agree your bank reconciliation to line 9 in the accounting statements. More help on bank reconciliations is available in the Practitioners' Guide.
7. **Every council must send to the external auditor, information to support the assertions made in the Annual Governance Statement even if you have not done so before.** Your auditor will tell you what information you need to provide. Please read the audit notice carefully to ensure you include all the information the auditor has asked for. You should send **copies** of the original records (certified by the Clerk and Chair as accurate copies) to the external auditor and not the original documents themselves.
8. Please do not send the auditor any information that you are not specifically asked for. Doing so is not helpful.
9. If the auditor has to review unsolicited information, repeat a request for information, receives an incomplete bank reconciliation or explanation of variances or receives original documents that must be returned, the auditor will incur additional costs for which they are entitled to charge additional fees.
10. **Please deal with all correspondence with the external auditor promptly.** This will help you to meet your statutory obligations and will minimise the cost of the audit.
11. **Please note that if completing the electronic form, you must print the form for it to be certified by the RFO and signed by the Chair before it is sent to the auditor.**

Completion checklist – 'No' answers mean that you may not have met requirements		Done?	
Initial submission to the external auditor		Yes	No
Accounts	Do the papers to be sent to the external auditor include an explanation of significant variations from last year to this year?		
	Does the bank reconciliation as at 31 March 2021 agree to Line 9?		
Approval	Has the RFO certified the accounting statements and Annual Governance Statement (Regulation 15 (1)) no later than 30 June 2021?		
	Has the body approved the accounting statements before 30 June 2021 and has Section 3 been signed and dated by the person presiding at the meeting at which approval was given?		
All sections	Have all pink boxes in the accounting statements and Annual Governance Statement been completed and explanations provided where needed?		
	Has all the information requested by the external auditor been sent with this Annual Return? Please refer to your notice of audit and any additional schedules provided by your external auditor.		
If accounts are amended after receipt of the Auditor General's report on matters arising		Yes	No
Accounts	Have the amended accounting statements been approved and Section 3 re-signed and re-dated as evidence of the Board's approval of the amendments before re-submission to the auditor?		

# Community and Town Councils in Wales

## Annual Return for the Year Ended 31 March 2022

### Accounting statements 2021-22 for:

Name of body: Cyngor Tref Machynlleth

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.

#### Statement of income and expenditure/receipts and payments

1. Balances brought forward	-925	48,692	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	189,000	191,475	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	170,820	182,483	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	207,630	167,500	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
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	102,573	157,621	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	48,692	97,529	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

#### Statement of balances

8. (+) Debtors	18,035	23,578	<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	40,737	94,632	<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	10,080	20,681	<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	48,692	97,529	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).														
12. Total fixed assets and long-term assets	569,731	570,887	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).														
14. Trust funds disclosure note	<table><tr><td>Yes</td><td>No</td><td>N/A</td></tr><tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>	Yes	No	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table><tr><td>Yes</td><td>No</td><td>N/A</td></tr><tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>	Yes	No	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).		
Yes	No	N/A															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															
Yes	No	N/A															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															



## Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, 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 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: <ul style="list-style-type: none"><li>effective financial management during the year; and</li><li>the preparation and approval of the accounting statements.</li></ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Arranged 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.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23
9. Trust funds – in our capacity as trustee, we have: <ul style="list-style-type: none"><li>discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.</li></ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Yes	No	N/A	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.



## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

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 2021-22 was £8.41 per elector.

In 2021-22, the Council made payments totalling £\_\_\_\_\_ under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

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

## Council/Board/Committee approval and certification

The Council/Committee 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.

### Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.

RFO signature:

Name:

Date:

  
DEWI JONES  
8/7/2022

### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair of meeting signature:

Name:

Date:

## Annual internal audit report to:

Name of body:

The Council/Board/Committee'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 2022.

The internal audit has been carried out in accordance with the Council/Board/Committee'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/Board/Committee.

	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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
8. Asset and investment registers were complete, accurate, and properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text



	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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text

**For any risk areas identified by the Council/Board/Committee (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. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
13. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
14. Insert risk area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text

\* 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/Board/Committee are included in my detailed report to the Council/Board/Committee dated \_\_\_\_\_.] \* 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 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:

Signature of person who carried out the internal audit:

Date:

2022 Management Response

Observation	Risk	Recommendation	Response
1. During this period a number of purchase invoices were not approved by council prior to payment	High	Ensure a list of all purchase invoices to be paid are circulated to the council every month for approval and that their approval is documented.	This has now been actioned and a report is submitted for approval at each council meeting.
2. Throughout the whole of 2021/22 there was no evidence of wages being approved by the council prior to payment.	High	Ensure all wages are authorised by the council prior to payment.	The new financial regulations allow these contractual payments to be paid and then reported. However as paydays is the week after full council payments of wages are submitted to council before payment as we consider it good practice.
3. No fixed asset register is maintained.	High	Fixed asset register should be compiled to ensure that all assets held by the Council are recorded.	Clerk to ensure that a fixed asset register is produced and put before council during this financial year.
4. The Staff at Machynlleth TC are unaware of the data which is held on site.	Medium	All data and paperwork to be reviewed to ensure anything not required is destroyed.	Clerk to submit a retention and disposal policy for approval at the September meeting, and if adopted, to ensure it is complied with in this financial year.
5. Employer pension payments and PAYE need reconciling each month to ensure that the correct amount is being paid	Medium	A wages reconciliation should be performed each month and the PAYE and pension payments should be annotated to indicate which month they relate to.	This will be done and submitted to the quarterly Finance Committee for scrutiny. PAYE is now calculated by an external accountancy firm.
6. The council did not hold regular meetings during Covid and when they did start meeting again they did not circulate financial information or approve payroll.	High	Ensure regular meetings are held where financial data including budgets, bank balances, invoices and wages to be paid are considered. We note that improvements have been made in this area since the arrival of the new Finance Officer.	Budgets and bank balances will be reviewed every quarter as per the legal requirement. This will take place at the Finance Committee and then be submitted to council for approval. As per the responses above, a schedule of payments which includes wages is now put before council on a monthly basis.
7. Audit trail - we encountered a number of issues finding both purchase invoices and sales invoices for the first 6 months of the year. Historic invoices were not in any particular order however, all the source documents needed were eventually located. The position improved from September onwards.	High	The system needs to be improved so that there is an adequate audit trail for all transactions. Going forward, it appears that since the appointment of the new finance team in September 2021 the audit trail has improved. A log of payments and receipts is now in place.	Clerk during the financial year to review the new improved system and ensure that it is adequate to meet the needs of good governance.



## Community aspirations feedback form for Town Councils

Cadnant Planning have been instructed by Powys County Council to undertake a 'Settlement Audit' for town and large villages as identified in the existing Local Development Plan (LDP). The Settlement Audit will be used as evidence to inform the review of the Powys LDP (2011-2026), which is due to formally commence in July 2022. As part of the Settlement Audit, we have been tasked to engage with relevant town councils to share the initial findings of the Settlement Audit and also to invite comments to be submitted in relation to the community's aspirations for the relevant settlements. Such aspirations could be in relation to future growth as part of the LDP, the community's needs for housing (including affordable housing), employment opportunities and other relevant matters such as community facilities and services, green infrastructure and transport.

This is one of the first engagement exercises with the Town Councils as part of the preparation of the Replacement Powys Local Development Plan. Further engagement exercises will be undertaken by Powys County Council in due course including the call for candidate sites.

We understand that Rosso Regeneration Ltd and Owen Davies Consulting Ltd have been in touch with you regarding their work to inform the Powys Town Investment Plans Initiative. Your feedback below would also feed into their work.

Please use this feedback form to provide your feedback in terms of your aspirations for your communities.

<b>Name of Town Council:</b>	Machynlleth Town Council
<b>Community aspirations in terms of:</b>	<b>Feedback</b>
Would you like to see future growth (general) as part of the LDP in your town/community council area?	<p>Yes - we can cope with more population, the infrastructure is here (school, railway, bus services). There are empty sites in the town such as the old Travis Perkins to provide space for growth.</p> <p>There are new sites coming available in the town due to the redevelopment of the school and hospital and consideration needs to be given to how they can be utilised</p>
Aspirations in terms of housing (including affordable housing)	<p>We need more affordable housing - Public housing whether housing association or council housing is the only way to ensure a permanent supply of affordable housing.</p> <p>There needs to be a range of affordable housing catering to different needs that exist in the community. As an example farmers coming to the end of their tenancies need suitable retirement accommodation.</p> <p>All new housing should be very well insulated with a focus on energy efficiency. The guidance for design of new builds needs to be reconsidered to improve aesthetic quality.</p> <p>High quality holiday accommodation is necessary to encourage visitors.</p>

<p>Growth in terms of future employment opportunities</p>	<p>Build on the environmental and renewable energy expertise that exists in the Dyfi Valley as a green equivalent to the Silicone Valley. Support the Horticultural / Farming core with a local produce centre and training in food skills. A development plan should be in place to encourage and welcome visitors.</p> <p>Growth in employment opportunities must be across varied fields so that there are good quality jobs for workers of all types.</p> <p>There is an opportunity on Maengwyn for the county council to be more sympathetic to the use of the wide pavements by businesses / traders in the town.</p> <p>There is a need for small workshop spaces so small businesses can flourish and perhaps grow. Powys could do this or work with the Town Council to change restrictive covenants on the Kennels to allow us to do it.</p> <p>A transport hub would support the jobs currently provided by public transport systems in the town.</p>
<p>Aspirations in terms of education provision (primary and secondary schools)</p>	<p>Important to note that the architectural plans for the new school have not yet been shared with the community and given the scale of the project and the mooted incorporation of leisure and library facilities at the site this makes it more difficult to answer questions on these topics. Please share the architectural plans in consultation with the community as soon as possible.</p> <p>To see the Welsh Language thrive and all modern languages supported with support for parents to learn alongside pupils (not literally). We urge the council to research and adopt best practice in support for non 1st language Welsh speakers.</p> <p>There needs to be good provision for pupils with special educational needs such as dyslexia - and not just for those with the highest need.</p>
<p>Aspirations in terms of community facilities and services (e.g. community/village halls, sports centres, libraries, banks/building societies, post offices, public houses)</p>	<p>There is obvious need for a youth club in the town.</p> <p>There must be no reduction in leisure centre provision either in hours offered or range of facilities when the leisure centre moves into the</p>

	<p>school building - this is one reason it is important that architectural plans are put out to consultation with the community.</p> <p>A surplus food and local produce centre would increase the communities ability to help each other.</p> <p>Support for the Town council's Hen Stablau / Kennels project which is attempting to bring a derelict site back into use for the benefit of the community.</p> <p>Machynlleth should retain a permanent library service with no reduction in access wherever it is located.</p> <p>To support the trustees of the OGI in improving access to the building.</p> <p>There needs to be an increase in sheltered and care provision to provide for local needs so residents are not removed from their community later in life.</p>
Aspirations in terms of health care provision in your communities	<p>We need a GP Surgery that better responds to the needs of the community and specialist treatment in places that can be easily accessed by public transport.</p> <p>The new Hospital will encompass the existing Health Centre and we hope that it will be open and accessible and that the Well Being Centre will run a variety of courses.</p>
Aspirations in terms of public open spaces, sports and play provision	<p>A skate park and an all weather pitch - which might be included in the plans for the new school.</p>
Aspirations in terms of retail facilities (shops, supermarkets, cafes/restaurants, petrol filling stations, farm shops etc)	<p>Machynlleth needs a bank. We would like a concerted attempt to attract a branch of the proposed Cambria bank.</p> <p>A range of shops providing fresh local goods. Flexibility from Powys County Council in approving change of use to support businesses as they adapt to the challenges facing high streets.</p>

<p>Aspirations in terms of access and transport (such as active travel routes, public transport, community transport, park and share facilities, electric vehicle charging network)</p>	<p>There needs to be a transport hub facility integrating rail, buses and active travel in Machynlleth. With the Traws Cymru and the Railway Machynlleth is a national transport hub but lacks suitable facilities.</p> <p>The train station is vital both as an employer and a transport asset to the town. An hourly service to both Aberystwyth and Shrewsbury. As an aspiration we would support plans to better connect the North / South rail network in Wales.</p> <p>Connected communities - footpaths and cycle ways from town to the connecting villages that are safe and encourage healthy, active, low carbon lifestyles. For current cycle routes to be better maintained.</p> <p>An awareness of the dangers attached to children having to cross a busy trunk road to get to school and the provision of more crossings to facilitate that.</p>
<p>Please give a summary which describes the long-term vision for your town / community council area.</p>	<p>A diverse, vibrant Machynlleth, building on the environmental and growing expertise in the Valley. A healthy community with good transport links that supports small businesses and allows them to grow.</p> <p>A town with an education system that provides people with the skills needed to maintain our infrastructure and operate the transport system.</p> <p>And that all projects are established with long term sustainability in mind.</p>



## RADIO DYFI

Stiwdio Dyfi CIC is searching for a facility to establish a bi-lingual community radio station which will act as a creative space and outlet for the residents of the Dyfi Biosphere.

There is a great deal of untapped talent in Machynlleth and surrounding area. We think a voluntary run internet radio station would be a catalyst for the localities creative potential.

The stations assets and facilities will be managed by Stiwdio Dyfi CIC.

The day to day running of the radio station will be operated by volunteers.

Decisions will be made by a steering committee made up of Stiwdio Dyfi staff and Radio Dyfi volunteers.

We have learned from the Irish community radio service Dublin Digital Radio (which has over 300 monthly participants) how to design a radio station set up which will require very little technical support from volunteers whilst making it a cutting edge creative space that will be accessible to anyone with a passion or potential passion for radio.

Young people in Machynlleth have been particularly interested in the radio station as they say there aren't any creative projects for them to get involved with. What's great about radio is that there are so many different ways to engage with it. Young people could be DJ'ing, doing journalism, airing their own radio plays, hosting talk shows and more!

We think that the ex-toilet block behind Y Plas is an ideal location for the radio station for several reasons;

1. It is a good shape and size for a radio station
2. It's proximity to Y Plas which is a community hub
3. It is near to Ysgol Bro Hyddgen and their students

4. The rent of £1000 per annum is within our budget
5. Because it is a detached building it gives us more flexibility in terms of when we used the space.

Radio Dyfi is being financed partly through the Community Renewal Fund and partly through Stiwdio Dyfi's own fundraising events over this summer which include two weekly film nights at the Owain Glyndwr Center's Powys room and a 1 day music festival at Y Plas some time in September TBC.

We require the Town Council to fund the renovation of the toilet block. We have an experienced builder on board who will do the renovation work with help from some of the radio stations volunteers. Stiwdio Dyfi can manage the renovations if the Town Council are happy for us to do so.

What we need to move forward:

1. We need a written confirmation that the Town Council are agreed that we can use the toilet block for the radio station for the annual price of £1000.
2. We need to get change of use and apply for planning if required.
3. We need the £4000 from Machynlleth Town Council to begin the renovations.

