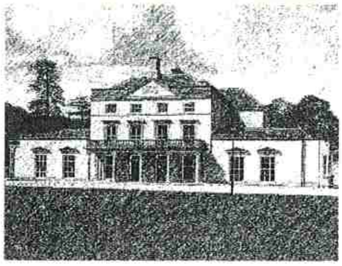


CYNGOR TREF MACHYNLLETH TOWN COUNCIL

FINANCE MEETING of FULL COUNCIL

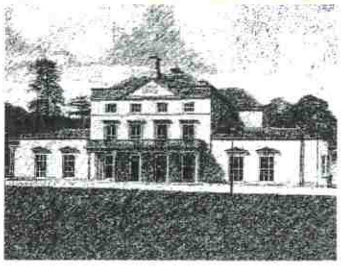
You are hereby summoned by the Chair/Mayor
to attend a meeting of the Machynlleth Town Council
in the Vane Tempest Room at Y Plas
on **Monday 13th July 2026** at 6:30pm.

or follow on zoom :
https://us06web.zoom.us/j/83718878664?pwd=L3liK2w2cXVYOXhjU1R6M3Z6THZTZz09
Meeting ID: 837 1887 8664 Passcode: 035458

AGENDA

1. **ELECTION of the CHAIR for this Finance committee/panel to serve until the Annual Meeting on 24th May 2027.**
2. **PRESENT :**
3. **APOLOGIES :** To receive apologies as reported to the Clerk before the meeting
4. **DECLARATION OF INTEREST :** To receive any declarations of interest
5. To receive the Quarterly report (April to June 2026) from the Finance Officer.
6. To further discuss the Audit Report for FY2025-26
7. To choose quote for energy on the meters at the Market Feeder, Plas Garden toilets, Back of the kitchen meter.

Next FINANCE panel meeting 12th October 2026 at 6.30pm
in John Edwards room, Y Plas.



CYNGOR TREF MACHYNLLETH TOWN COUNCIL

CYFARFOD CYLLID Y CYNGOR LLAWN

Drwy hyn, fe'ch gelwir gan y Cadeirydd/Maer
i fynychu cyfarfod o Gyngor Tref Machynlleth
yn Ystafell Vane Tempest yn Y Plas
ar **ddydd Llun 13 Gorffennaf 2026 am 6:30pm.**

neu dilynwch ar zoom :
https://us06web.zoom.us/j/83718878664?pwd=L3liK2w2cXVYOXhjU1R6M3Z6THZTZz09
Meeting ID: 837 1887 8664 Passcode: 035458

AGENDA

1. **ETHOL CADEIRYDD** ar gyfer y pwyllgor/panel Cyllid hwn i wasanaethu tan y Cyfarfod Blynyddol ar 24 Mai 2027.

2. **YN BRESENNOL**:

3. **YMDDIHEURIADAU**: I dderbyn ymddiheuriadau fel yr adroddwyd i'r Clerc cyn y cyfarfod

4. **DATGANIAD O FUDDIANT**: I dderbyn unrhyw ddatganiadau o fuddiant

5. I dderbyn yr adroddiad Chwarterol (Ebrill i Fehefin 2026) gan y Swyddog Cyllid.

6. Trafod Adroddiad Archwilio ar gyfer blwyddyn ariannol 2025-26 ymhellach

7. I ddewis dyfynbris am ynni ar y mesuryddion ym Mhorthiant y Farchnad, toiledau Gardd Plas, Cefn y mesurydd cegin.

Cyfarfod nesaf y panel CYLLID 12 Hydref 2026 am 6.30pm
yn ystafell John Edwards, Y Plas.

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Date of review 13/7/2026

INCOME	APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026 2026		Budget v Actual		NOTES
Dept 1 - café	£	105,000	£	28,778	£	76,222	
Dept 2 - Allotments & Grounds	£	10,500	£	2,272	£	8,228	
Dept 3 - Market	£	15,000	£	4,735	£	10,265	
Dept 4 - Carpark Toilets	£	10,500	£	3,460	£	7,040	
Dept 5 - Clock tower	£	-	£	-	£	-	
Dept 6 - MTC's & office	£	369,045	£	123,015	£	246,030	
Dept 7 - Hen Stablau	£	-	£	-	£	-	
Dept 8 - Y Plas	£	87,000	£	29,881	£	57,119	
TOTAL INCOME	**£**	**597,045**	**£**	**192,141**	**£**	**404,904**	

EXPENDITURE	APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026 2026		Budget v Actual	
Dept 1 - café	£	120,772	£	30,894	£	89,878
Dept 2 - Allotments & Grounds	£	32,000	£	2,231	£	29,769
Dept 3 - Market	£	7,500	£	2,801	£	4,699
Dept 4 - Carpark toilets	£	16,150	£	3,908	£	12,242
Dept 5 - Clock Tower	£	10,900	£	856	£	10,044
Dept 6 - MTC's office	£	124,978	£	22,571	£	102,407
Dept 7 - Hen Stablau project	£	21,750	£	5,783	£	15,967
Dept 8 - Y Plas	£	262,995	£	55,896	£	207,099
TOTAL EXPENSES	**£**	**597,045**	**£**	**124,939**	**£**	**472,106**
PROFIT / LOSS	**£**	**-**	**£**	**67,202**		

£369045 PRECEPT Approved at Full council on 26/1/2026 for Income & Expenses FROM 1/4/2026.

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Date of review 13/7/2026

INCOME		APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026		Budget v Actual	NOTES
Dept 1 - Café							
Café Sales	£	100,000	£	26,297	£	73,703	
Buffets & Teas/Coffees in Hall/Conference rooms	£	5,000	£	2,481	£	2,519	
Total income Dept 1 - café	**£**	**105,000**	**£**	**28,778**	**£**	**76,222**	

EXPENDITURE		APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026		Budget v Actual
Dept 1 - Café						
Cafe Supplies	£	35,000	£	11,826	£	23,174
Café equipment contingency/maintenance	£	750	£	93	£	657
Wages/Pensions/NIC/PAYE	£	73,738	£	16,319	£	57,419
Staff Training	£	300	£	-	£	300
Council Rates	£	3,750	£	1,017	£	2,733
Insurance	£	834	£	209	£	626
Electricity	£	950	£	303	£	647
Operating Lease Payments	£	2,750	£	260	£	2,490
Café maintenance (includes fire safety inspection)	£	700	£	84	£	616
Food waste disposal	£	250	£	130	£	120
Bank Card fees + Interest	£	1,750	£	653	£	1,097
Total Expenditure Dept 1 - café	**£**	**120,772**	**£**	**30,894**	**£**	**89,878**
Gross Profit/Loss	**-£**	**15,772**	**-£**	**2,116**	**-£**	**13,656**

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

			Date of review 13/7/2026				
INCOME	**APPROVED Budget FY2026-27**		**ACTUAL up to 30th June 2026**		**Budget v Actual**		**NOTES**
Income from the grounds							
Allotment Rents	£	1,250	£	1,155	£	95	
Ground Leases	£	4,000	£	633	£	3,367	
Grounds Hire	£	2,000	£	-	£	2,000	
Back carpark fees	£	3,250	£	484	£	2,766	
Grants (if any applicable)	£	-	£	-	£	-	
Total Income	**£**	**10,500**	**£**	**2,272**	**£**	**8,228**	

EXPENDITURE	**APPROVED Budget FY2026-27**		**ACTUAL up to 30th June 2026**		**Budget v Actual**	
Dept 2 - Allotments & Grounds						
Legal Fees	£	50			£	50
Professional fees (Plas allotment wall survey)	£	200			£	200
Maintenance & repairs	£	750	£	318	£	432
Wall repairs & maintenance	£	7,500			£	7,500
Scaffolding (Plas allotment wall)	£	3,500			£	3,500
Tree Maintenance	£	20,000	£	1,912	£	18,088
Total Expenses	**£**	**32,000**	**£**	**2,231**	**£**	**29,769**
Gross Profit/Loss	**-£**	**21,500**	**£**	**41**	**-£**	**21,541**

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

			Date of review 13/7/2026				
INCOME	**APPROVED Budget FY2026-27**		**ACTUAL up to 30th June 2026**		**Budget v Actual**		**NOTES**
Dept 3 - Market							
Market stall fees	£	15,000	£	4,305	£	10,695	
Electricity recharged			£	360	-£	360	
Charity stall receipts			£	70	-£	70	
Total income Dept 3 - Market	**£**	**15,000**	**£**	**4,735**	**£**	**10,265**	

EXPENDITURE	**APPROVED Budget FY2026-27**		**ACTUAL up to 30th June 2026**		**Budget v Actual**		
Dept 3 - Market							
to take to Carpark loos A/C	£	2,500	£	625	£	1,875	
PCC Market Expenses (12.5% of takings)	£	2,000	£	1,905	£	95	
Electricity & Utilities	£	3,000	£	271	£	2,729	
Total Expenditure Dept 3 - Market	**£**	**7,500**	**£**	**2,801**	**£**	**4,699**	
Gross Profit/Loss	**£**	**7,500**	**£**	**1,934**	**£**	**5,566**	

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Date of review 13/7/2026

INCOME	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual	NOTES
Dept 4 - Carpark conveniences				
Grants & Donations for Public conveniences	£ -		£ -	
Toilets Income (at the door)	£ 8,000	£ 2,835	£ 5,165	
From market A/C	£ 2,500	£ 625	£ 1,875	
Total income Dept 4 - Carpark Toilets	**£ 10,500**	**£ 3,460**	**£ 7,040**	

EXPENDITURE	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual
Dept 4 - Carpark toilets			
Building insurance	£ 300	£ 50	£ 250
Brilliant Basic 20% match funding to PCC			£ -
Electricity	£ 2,250	£ 44	£ 2,206
water rates		£ 490	-£ 490
Janitorial supplies	£ 1,750	£ 211	£ 1,539
Cleaning contractor	£ 8,400	£ 2,340	£ 6,060
Hygienic Waste Disposal	£ 950	£ 318	£ 632
Drain clearing		£ 363	-£ 363
Maintenance & plumbing repairs	£ 2,500		£ 2,500
Nayax cred/deb cards charges		£ 91	-£ 91
Total Expenditure Dept 4 - Carpark toilets	**£ 16,150**	**£ 3,908**	**£ 12,242**
Gross Profit/Loss	**-£ 5,650**	**-£ 447**	**-£ 5,203**

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

		Date of review 13/7/2026		
INCOME	**APPROVED Budget FY2026-27**	**ACTUAL up to 30th June 2026**	**Budget v Actual**	**NOTES**
Dept 5 - Clock Tower				
Donations to Clock Tower Maintenance	£ -	£ -	£ -	
Total income Dept 5 - Clock tower	**£ -**	**£ -**	**£ -**	
EXPENDITURE	**APPROVED Budget FY2026-27**	**ACTUAL up to 30th June 2026**	**Budget v Actual**	
Dept 5 - Clock Tower				
Building insurance	£ 900	£ 222	£ 678	
Electricity & Utilities	£ 2,000	£ 438	£ 1,562	
Flowers	£ 500	£ 196	£ 305	
Town Clock repairs	£ 7,500		£ 7,500	
Total Expenditure Dept 5 - Clock Tower	**£ 10,900**	**£ 856**	**£ 10,044**	
Gross Profit/Loss	**-£ 10,900**	**-£ 856**	**-£ 10,044**	

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Quarterly report UP TO 30th June 2026..xls

Date of review 13/7/2026

INCOME		APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026		Budget v Actual	NOTES
Dept 6 - MTC's Office							
Precept FY2025-26	**£**	**369,045**	**£**	**123,015**	£	246,030	
Bank Loyalty Reward + Bank Interest	£	-			£	-	
Grants	£	-			£	-	
Other donations	£	-			£	-	
From Plas fund	£	-			£	-	
Photocopying & Postage Service	£	-			£	-	
Total income Dept 6 - MTC's & office	**£**	**369,045**	**£**	**123,015**	**£**	**246,030**	

EXPENDITURE		APPROVED Budget FY2026-27		ACTUAL up to 30th June 2026		Budget v Actual
Dept 6 - MTC's Office						
Licences	£	250			£	250
Wages/Pensions/NIC/PAYE	£	63,408	£	17,815	£	45,593
Recruiting/Staff Training	£	2,000			£	2,000
Council Rates	£	1,500	£	326	£	1,174
Premises Insurance (Zurich Municipal)	£	420	£	105	£	315
Telephone/Internet services	£	3,500	£	1,241	£	2,259
Miscelleanous expenses (Elections)	£	2,750			£	2,750
Miscelleanous expenses	£	500			£	500
Poppy wreaths/Xmas tree/Xmas lights	£	5,000			£	5,000
Printing/Stationery/Postage	£	500	£	297	£	203
IT maintenance /software/consumables	£	1,500	£	1,364	£	136
Legal Expenses	£	2,000			£	2,000
Bookkeeping/Audit & Accountancy fees	£	5,000			£	5,000
Other Professional fees	£	5,000			£	5,000
Payroll processing fees	£	2,500	£	477	£	2,023
Operating Lease Payments	£	5,500	£	858	£	4,642
Confidential waste disposal	£	200			£	200
Defibs upgrade & Maintenance	£	1,350			£	1,350
Bank charges & Interest	£	300	£	88	£	212
Bryn y Gog LPfN project Grant funded	£	-			£	-
Subscriptions to advisory bodies	£	500			£	500
Bad Debts Write Off	£	1,500			£	1,500
Mayor's & Cllrs allowances & expenses	£	18,000			£	18,000
Mayor's Fund for charitable purposes	£	1,500			£	1,500
Councillors training/conferences	£	300			£	300
Total Expenditure Dept 6 - MTC's office	**£**	**124,978**	**£**	**22,571**	**£**	**102,407**
Gross Profit/Loss	**£**	**244,067**	**£**	**100,444**	**£**	**143,623**

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Date of review 13/7/2026

INCOME	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual	NOTES
Dept 7 - Hen Stablau project				
Bank Interest RCVD & Loyalty Reward			£ -	
Grants - CIC Hen Stablau	£ -		£ -	
Total income Dept 7 - Hen Stablau	**£ -**	**£ -**	**£ -**	

EXPENDITURE	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual
Dept 7 - Hen Stablau project			
Advertising & Marketing	£ -		£ -
Council Rates	£ 6,250	£ 1,633	£ 4,617
Building insurance	£ 15,000	£ 3,981	£ 11,019
Electricity & Utilities	£ 500	£ 170	£ 330
Professional fees (project manager/architect)	£ -		£ -
Maintenance/sundry expenses	£ -		£ -
Building work Hen Stablau Project	£ -		£ -
Total Expenditure Dept 7 - Hen Stablau	**£ 21,750**	**£ 5,783**	**£ 15,967**
Gross Profit/Loss	**-£ 21,750**	**-£ 5,783**	**-£ 15,967**

Proposed Budget (Details)
Plas Machynlleth & Town Council
April 2026 to March 2027

Date of review 13/7/2026

INCOME	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual	NOTES
Dept 8 - Y Plas				
Other grants	£ -		£ -	
secondary windows grant	£ -	£ 4,814	-£ 4,814	
Donations to Plas	£ -		£ -	
Bar Bookings	£ 500	£ 150	£ 350	
Equipment Hire service	£ 500	£ 45	£ 455	
Hall Hire	£ 13,000	£ 5,134	£ 7,866	
Office rooms leasing	£ 45,000	£ 9,232	£ 35,768	
Recharges to tenants	£ 19,000	£ 6,800	£ 12,200	
Photocopy + Post Box + Postage service	£ 1,000	£ 50	£ 950	
Plas carpark fees (old celtica carpark)			£ -	
Sale of old furniture from conference rooms	£ -		£ -	
Rooms Hire	£ 8,000	£ 3,655	£ 4,345	
Total income Dept 8 - Y Plas	**£ 87,000**	**£ 29,881**	**£ 57,119**	

EXPENDITURE	APPROVED Budget FY2026-27	ACTUAL up to 30th June 2026	Budget v Actual
Dept 8 - Y Plas			
Advertising	£ -		£ -
Building insurance	£ 16,730		£ 16,730
Cleaning contractor	£ 12,500	£ 3,573	£ 8,927
Sanitation & Waste Disposal	£ 4,000	£ 1,029	£ 2,971
Janitorial supplies	£ 1,750	£ 889	£ 861
Council Rates	£ 25,000	£ 4,116	£ 20,884
Xmas lights & tree/Flowers	£ 1,000	£ 196	£ 805
Office stationery/postage & IT Equipment	£ 200	£ 84	£ 116
Professional fees	£ 2,400	£ 895	£ 1,505
Electricity	£ 40,000	£ 6,346	£ 33,654
Gas	£ -	£ 3,594	-£ 3,594
Water rates	£ -	£ 1,994	-£ 1,994
Telephone & internet services	£ -	£ 1,107	-£ 1,107
Fire Alarm & Security	£ 5,500		£ 5,500
Lift Maintenance	£ 1,500		£ 1,500
Playground Maintenance	£ -	£ 724	-£ 724
Wages/Pensions/NIC/PAYE	£ 90,715	£ 24,488	£ 66,227
Staff Training	£ 4,000		£ 4,000
Repairs & Maintenance	£ 10,000	£ 2,127	£ 7,873
secondary glazing project	£ -	£ 4,733	-£ 4,733
Hall entrance	£ -		£ -
Scaffolding (Plas parapets)	£ 4,200		£ 4,200
Plas parapets repairs	£ 30,000		£ 30,000
New tables & chairs for conference rooms	£ 1,000		£ 1,000
LED lighting upgrade in public areas	£ 10,000		£ 10,000
Camera security system	£ 2,500		£ 2,500
Total Expenditure Dept 8 - Y Plas	**£ 262,995**	**£ 55,896**	**£ 207,099**
Gross Profit/Loss	**-£ 175,995**	**-£ 26,015**	**-£ 149,980**

Annual Return for the Year Ended 31 March 2026

Accounting statement 2025-26 for:

Name of body: Cyngor Tref Machynlleth

	Year ending		Notes and guidance
	31 March 2025 (£)	31 March 2026 (£)	**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	37,173	56,854	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	365,200	364,188	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	725,636	544,307	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	235,429	258,409	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	-	-	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	835,726	587,604	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	56,854	119,336	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances0			
8. (+) Debtors	95,978	32,034	**Income and expenditure accounts only:** Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	62,771	129,651	**All accounts:** 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	101,895	42,349	**Income and expenditure accounts only:** Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	56,854	119,336	**Total balances should equal line 7 above:** Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	2,487,302	2,487,302	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing			The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, that for the year ended 31 March 2026:

	Agreed?		'YES' means that the Council:	Toolkit
	Yes	No*		
1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.	✓		Has consulted with the community and focussed its activities to meet the community's needs	A, C
2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities.	✓		Ensures that councillors understand and are equipped to deliver their roles and responsibilities.	B
3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at [insert name of website]. machynlleth-tc.gov.uk	✓		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so	
5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	✓		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
6. We have put in place arrangements for: • Effective financial management including the setting and monitoring of the Council's budget and preparation and approval of the annual accounts • Maintenance and security of accurate and up to date accounting and other financial records • Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council.	✓		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year and has prepared and approved its accounts in accordance with legislation	D
7. We have maintained an adequate system of internal control and management of risk, including: • measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments • assessment and management of risks facing the Council • an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements.	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	D, E
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors.	D, E
9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. **General power of Competence** – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021		✓	Meets the eligibility criteria to exercise the general Power of Competence	E

* Please include an explanation for any 'No' answers

Additional disclosure notes

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

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 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 2025-26 was £11.10 per elector. In 2025-26, the Council made payments totalling £__________ under section 137. These payments are included within 'Other payments' in the Accounting Statement.
2.

Trust Funds

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

Council approval and certification

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

Certification by the RFO	**Approval by the Council**
I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2026.	I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference: Minute ref: Item 9.3 meeting held on 29/6/26
RFO signature:	Chair signature:
Name: Mrs N. BEAUMONT	Name: Cllr. J. PAIGE
Date: 29/6/2026	Date: 29/6/2026

* Please include an explanation for any 'No' answers

Annual internal audit report to:

Name of body: **Cyngor Tref Machynlleth**

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2026.

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

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

* Please include an explanation for any 'No' answers

	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.		No			Please see the internal audit report
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.		No			Accounting statements have been prepared form Sage Line 50 which is used to record all transactions, with a debtors and creditors ledger maintained. Please see the internal audit report regarding regular reconciliations of balance sheet items.
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.				Not covered	

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

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

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

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

My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated 19 June 2026

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 2025-25 and 2026-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: DAVID CHADLEY / WT MATTHEWS & SON.

Signature of person who carried out the internal audit: [signature]

Date: 19/06/2026.

* Please include an explanation for any 'No' answers

WJM

W.J. Matthews a'i Fab
Cyfrifwyr Siartredig
Ymgynghorwyr Treth Siartredig
Archwiliwr Cofrestredig

W.J. Matthews & Son
Chartered Accountants
Chartered Tax Advisers
Registered Auditor

Councillor Paige
The Mayor
Cyngor Tref Machynlleth
Y Plas
Plas Machynlleth
Machynlleth
SY20 8ER

19 June 2026

Dear Councillor Paige

We have concluded our work as Internal Auditors of Machynlleth Town Council for the year ended 31 March 2026. It is a requirement of Part 3 of the Accounts and Audit Regulations (Wales) 2014 that local councils "maintain an adequate and effective system of internal audit of their accounting records and control systems." During our review of the processes and procedures we have identified the following areas requiring attention:

1. Financial Regulations

The council's financial regulations set out the responsibilities of the Responsible Finance Office (RFO) and Council members in managing financial affairs. We recommend that a detailed review of the financials regulations is carried out to ensure that they remain up to date, relevant and reflective of the controls currently in operation.

Key findings:

Bank reconciliations – Section 2.2 requires quarterly verification of bank reconciliations by a council member other than the Chair, with the results reported to the council. The internal audit found that bank reconciliations are not routinely presented to the finance committee or the full council and are not verified on a regular basis by a council member. In addition, differences identified on the bank reconciliations are not investigated and resolved.

Approval of invoices – Section 5.2 requires the payment schedule to be initialled by the Chair of the meeting following Council approval. Although approval is recorded in the meeting minutes, the payment schedule itself is not being initialled, as required by the financial regulations.

2. Annual review of policies, procedures and registers

Key governance documents are not subject to regular review by the council.

Risk register - No formal review has been carried out between October 2023 and May 2026. Regular review is essential to ensure that identified risks remain relevant and that mitigations measures are in place and effective.

Fixed asset register – The RFO is currently updating the fixed asset register following recent insurance valuations. Once completed, the register should be approved by the council and subject to annual review.

3. Reconciliation of Balance Sheet items

The audit work identified that certain balance sheet accounts, including VAT, credit card and net wages, have not been fully reconciled. As a result, the delayed receipt of a VAT repayment due from July 2025 had not been identified.

We recommend that all balance sheet items are reconciled on a regular and timely basis to ensure the accuracy and completeness of the financial records maintained within Sage.

4. Cash income

It was noted that differences identified on the café daily cash sheets, between the expected cash balance and the actual cash counted, are not routinely investigated. In addition, no physical count of petty cash holdings was undertaken at the year end. We recommend that all cash discrepancies are promptly investigated and resolved, and that periodic independent cash counts, including a year-end count, are carried out and documented to ensure the accuracy and completeness of cash balances.

5. Allocation of expenses

We identified instances where expenditure relating to the 2026/27 financial year has been included in the 2025/26 accounts.

We recommend that such items are identified and treated as prepayments to ensure that income and expenditure are recorded in the correct accounting period.

6. Actions in progress from previous recommendations

We understand that work is currently underway to address the following areas, with completion expected by the end of the current financial year:

- A review of the employment contracts
- A review of the lease agreements
- Review of the bank mandate

We recommend that progress in these areas is reported to Council, so that any issues can be identified and addressed promptly, and completion achieved within the expected timeframe.

We would like to take this opportunity to thank you for the co-operation we received during the course of our audit.

Yours sincerely

WT Marsden PL

QUOTE No 1 [redacted]

Meter Number	Address	Start Date	Day Rate	Night Rate	Other Rate	FITS	Standing Charge	Standing Charge Frequency	Day AQ	Night AQ	Other AQ	Total AQ	Estimated Annual Spend
1300010095594	Public Conveniences Machynll	01/04/2027	25.691	18.263	0	0	448.802	Pence per day	983	198	0	1,181	£1,926.83
1300060506069	Market Feeder Pillar Machynl	01/04/2027	24.293	0	0	0	191.486	Pence per day	1,939.9	0	0	1,939.9	£1,170.17
1300010095576	The Offices Plas Machynlleth	01/04/2027	24.293	0	0	0	279.535	Pence per day	4,155.2	0	0	4,155.2	£2,029.71

QUOTE No 2 [redacted]

Meter Number	Address	Start Date	Day Rate	Night Rate	Other Rate	FITS	Standing Charge	Standing Charge Frequency	Day AQ	Night AQ	Other AQ	Total AQ	Estimated Annual Spend
1300010095594	Public Conveniences Machynll	01/04/2027	30.940	0	0	0	527.603	Pence per day	983	198	0	1,181	£2,229.89
1300060506069	Market Feeder Pillar Machynl	01/04/2027	28.960	0	0	0	222.603	Pence per day	1,939.9	0	0	1,939.9	£1,374.29
1300010095576	The Offices Plas Machynlleth	01/04/2027	28.960	0	0	0	323.603	Pence per day	4,155.2	0	0	4,155.2	£2,384.50

In comparison : the present supplier is the same for all 3 meters.

The rates charged are (in pence) :

Meter ending in 5594	Day rate 21.7	Night rate : 15.9	Standing charges : 114.6
Meter ending in 6069	Day rate 21.5	no night rate	Standing charges : 178.6
Meter ending in 5576	Day rate 20.8	no night rate	Standing charges : 177.2

The quotes above would start from 1/4/2027 and locked until 30 September 2030