3rd November 2021

Dear Councillor.

Pursuant to the requirements of **Section 47 of the Local Government and Elections (Wales) Act 2021**, notice is hereby given that a Council Finance meeting will be held on a hybrid basis in the Council Chamber at **101, High Street, Blaenavon** and remotely on **Wednesday the 10th of November 2021 commencing at 6:30pm** for the purpose of transacting the business shown in the agenda set below

Should you wish to attend the meeting remotely, you should contact the Chief Officer to the Council to request a remote invitation.

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

Agenda

1. To receive any questions from the public.
2. To receive and accept apologies.
3. **Declarations of Interest:** Members are invited to declare any interests they may have in any items on the Agenda.
4. **Council Meetings:** To confirm the minutes of the Council Finance Meeting held on the 13th of October 2021.
5. To receive a presentation from Councillor Georgina James regarding pupil involvement and make any necessary and proportionate determinations.
6. To receive an update from the Chief Officer in relation to the Ken Jones Statue and make and make any necessary and proportionate determinations.
7. To receive and note an update from the Chief Officer regarding the Remembrance Day Parade 2021.

8. To receive and note an update from the Chief Officer regarding the current position of the Audit opinion for 2020/21

9. To receive and note an update from the Assistant Chief Officer regarding the Xmas Market 2021

10. To receive and note an update from the Chief Officer regarding the Town Council Carol Service and Xmas Light Switch on 2021.

11. To discuss potential Town Council projects for allocation into the Project Action Plan 2021/22. Relevant updates or new projects as notified.

12. **Responsible Finance Officer's Update:** To receive the October 2021 financial update.

Yours Sincerely

Kevin Warren. MInstLM. FCMI.
Chief Officer.
Blaenavon Town Council.

BLAENAVON TOWN COUNCIL
CYNGOR TREF BLAENAFON
101 High Street, Blaenavon, Torfaen. NP4 9PT
101 Stryd Fawr, Blaenafon, Torfaen. NP4 9PT
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Blaenavon Town Council

Finance Update

November 2021

You are welcome to correspond in Welsh or English / Mae croeso i chi ysgrifennu yn Gymraeg neu Saesneg.

BLAENAVON TOWN COUNCIL

Bank Reconcilliation 2021-22

Bank Reconcilliation | **NOV**

Opening Balance

Current Account	£129,438.30	
Cash in Hand	£11.63	
		£129,449.93
Add Recipts in Period	£30.00	
Less Payments in Period	£15,579.09	
Balance at End of Period		**£113,900.84**

Balances at Bank

Current Account	£113,889.21	
Cash in Hand	£11.63	
		£113,900.84

Clerk

Sign K. Williams

Date 1/12/21

Chairman

Sign

Date 13/1/22

BLAENAVON TOWN COUNCIL

Income & Expenditure Statement 2021/2022

Period **NOV**

		ACTUAL		BUDGET	VAR
INCOME					
BTC	£	-	£	-	£0.00
PRECEPT	£	-	£	-	£0.00
VAT RECEIPTS	£	-	£	-	£0.00
REVENUE	£	30.00	£	-	£30.00
HBO	£	-	£	-	£0.00
COMMUNITY BREW INCOME	£	-	£	-	£0.00
OTHER RECEIPTS	£	-	£	-	£0.00
	£	**30.00**	**£**	**-**	**£30.00**
XPENDITURE					
SALARY	£	6,151.00	£	6,151.00	£0.00
ELECTION COSTS	£	-	£	-	£0.00
ESTABLISHMENT COSTS	£	1,182.50	£	1,182.50	£0.00
COUNCILLOR ALLOWANCE	£	-	£	-	£0.00
HOSPITALITY	£	1,000.00	£	1,000.00	£0.00
PROJECTS	£	3,657.52	£	3,657.52	£0.00
GRANTS	£	2,575.00	£	2,575.00	£0.00
COMMUNITYBREW	£	-	£	-	£0.00
VAT	£	1,013.07	£	1,013.07	£0.00
	£	**15,579.09**	**£**	**15,579.09**	**£0.00**

CLERK

SIGN K. Milane

DATE 1/12/21

CHAIRMAN

SIGN

DATE 13/1/22

BLAENAVON TOWN COUNCIL

Cash card transactions 2021/2022

MONTH **NOV**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	STATEMENT DATE
1-Oct-2021	ESTABLISHMENT	MICROSOFT	ONLINE SERVICES	£ 9.40	£ 1.88	£ 11.28	18-Nov
3-Oct-2021	ESTABLISHMENT	IONOS	EMAIL DOMAIN	£ 2.00	£ 0.40	£ 2.40	18-Nov
6-Oct-2021	PROJECTS	CO-OP SUPERMARKET	CAKES	£ 10.06	£ -	£ 10.06	18-Nov
7-Oct-2021	PROJECTS	CO-OP SUPERMARKET	PROVISIONS	£ 9.25	£ -	£ 9.25	18-Nov
18-Oct-2021	ESTABLISHMENT	B&M	COFFEE MACHINE	£ 70.00	£ -	£ 70.00	18-Nov
18-Oct-2021	ESTABLISHMENT	ASDA	COFFEE PODS & MUGS	£ 125.50	£ -	£ 125.50	18-Nov
1-Nov-2021	ESTABLISHMENT	CO-OP BANK	CARD FEE	£ 2.00	£ -	£ 2.00	18-Nov

						£ 230.49	

CLERK	
SIGN	K. Milne
DATE	1/12/21

CHAIRMAN	
SIGN	
DATE	13/1/22/\$

BLAENAVON TOWN COUNCIL

Petty Cash transactions 2021/2022

MONTH **NOV**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	DATE PAID
						£ -	

Opening Balance	£ 11.63
Less transactions in Period	£ -
Plus reimbursement in period	£ -
Closing Balance	£ 11.63
Cash in Hand	**£ 11.63**

CLERK

SIGN

CHAIRMAN

SIGN

DATE 1/12/21

DATE 13/1/22

BLAENAVON TOWN COUNCIL

Register of cheques written 2021/2022

MONTH **NOV**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	REF

						£ -	

CLERK	
SIGN	K. Lane
DATE	1/12/21

CHAIRMAN	
SIGN	
DATE	13/1/22

BLAENAVON TOWN COUNCIL

BACS Payments 2021/2022

MONTH **NOV**

DATE	CATEGORY	DESCRIPTION	NET	VAT	TOTAL
1-Nov-2021	ESTABLISHMENT	HANGING BASKETS	£ 550.00	£ -	£ 550.00
1-Nov-2021	ESTABLISHMENT	LIGHT REPLACEMENTS	£ 41.00	£ -	£ 41.00
1-Nov-2021	PROJECTS	HIRE OF TRAINING COACHES	£ 380.00	£ -	£ 380.00
12-Nov-2021	ESTABLISHMENT	OFFICE CLEANING	£ 72.00	£ -	£ 72.00
12-Nov-2021	PROJECTS	ORDERS OF SERVICE	£ 180.00	£ -	£ 180.00
17-Nov-2021	HOSPITALITY	MAYOR'S CIVIC RECEPTION	£ 1,000.00	£ -	£ 1,000.00
17-Nov-2021	ESTABLISHMENT	WINDOW CLEANING	£ 25.00	£ -	£ 25.00
19-Nov-2021	PROJECTS	ORDER OF SERVICE BOOKLET	£ 35.00	£ -	£ 35.00
22-Nov-2021	PROJECTS	SID INSTALLATION	£ 1,233.20	£ 246.64	£ 1,479.84
22-Nov-2021	PROJECTS	SID INSTALLATION	£ 1,185.01	£ 237.00	£ 1,422.01
23-Nov-2021	PROJECTS	CATH MAYO - PRIZE MONEY	£ 275.00	£ -	£ 275.00
23-Nov-2021	PROJECTS	JOEL WILLIAMS - PRIZE MONEY	£ 100.00	£ -	£ 100.00
23-Nov-2021	PROJECTS	ROBIN BIRT - PRIZE MONEY	£ 50.00	£ -	£ 50.00
24-Nov-2021	GRANTS / DONATION	CCTV MAINTENANCE CHARGE	£ 2,325.00	£ 465.00	£ 2,790.00
24-Nov-2021	PROJECTS	HALL HIRE	£ 200.00	£ 40.00	£ 240.00
29-Nov-2021	ESTABLISHMENT	OFFICER TRAINING	£ 30.00	£ -	£ 30.00
29-Nov-2021	GRANTS / DONATION	WELSH AIR AMBULANCE	£ 250.00	£ -	£ 250.00

					£ 8,919.85

CLERK	
SIGN	K. Mlane
DATE	1/12/21

CHAIRMAN	
SIGN	
DATE	13/1/22

BLAENAVON TOWN COUNCIL
CYNGOR TREF BLAENAFON
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Email/*Ebost:* blaenavontc@btconnect.com
www.blaenavontowncouncil.co.uk

Blaenavon Town Council

Finance Update

December 2021

You are welcome to correspond in Welsh or English / Mae croeso i chi ysgrifennu yn Gymraeg neu Saesneg.

BLAENAVON TOWN COUNCIL

Income & Expenditure Statement 2021/2022

Period **DEC**

		ACTUAL		BUDGET	VAR
INCOME					
BTC	£	-	£	-	£0.00
PRECEPT	£	43,333.33	£	43,333.33	£0.00
VAT RECEIPTS	£	-	£	-	£0.00
REVENUE	£	331.20	£	-	£331.20
HBO	£	-	£	-	£0.00
COMMUNITY BREW INCOME	£	-	£	-	£0.00
OTHER RECEIPTS	£	-	£	-	£0.00
	£	**43,664.53**	**£**	**43,333.33**	**£331.20**
XPENDITURE					
SALARY	£	6,441.00	£	6,441.00	£0.00
ELECTION COSTS	£	-	£	-	£0.00
ESTABLISHMENT COSTS	£	834.15	£	834.15	£0.00
COUNCILLOR ALLOWANCE	£	-	£	-	£0.00
HOSPITALITY	£	-	£	-	£0.00
PROJECTS	£	2,500.82	£	2,500.82	£0.00
GRANTS	£	225.00	£	225.00	£0.00
COMMUNITYBREW	£	-	£	-	£0.00
VAT	£	210.66	£	210.66	£0.00
	£	**10,211.63**	**£**	**10,211.63**	**£0.00**

CLERK

SIGN K. Clarke

DATE 4/1/22

CHAIRMAN

SIGN

DATE 13/1/22

BLAENAVON TOWN COUNCIL

Bank Reconcilliation 2021-22

Bank Reconcilliation | **DEC**

Opening Balance

Current Account	£113,889.21	
Cash in Hand	£11.63	
		£113,900.84
Add Recipts in Period	£43,664.53	
Less Payments in Period	£10,211.63	
Balance at End of Period		**£147,353.74**

Balances at Bank

Current Account	£147,342.11	
Cash in Hand	£11.63	
		£147,353.74

Clerk

Sign K. Glover

Date 4/1/22

Chairman

Sign

Date 13/1/22

BLAENAVON TOWN COUNCIL

Cash card transactions 2021/2022

MONTH **DEC**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	STATEMENT DATE
2-Nov-2021	ESTABLISHMENT	IONOS	EMAIL DOMAIN	£ 2.00	£ 0.40	£ 2.40	19-Dec
3-Nov-2021	PROJECTS	VISTAPRINT	XMAS MARKET LEAFLETS	£ 30.16	£ 6.03	£ 36.19	19-Dec
6-Nov-2021	ESTABLISHMENT	MICROSOFT	ONLINE SERVICES	£ 9.40	£ 1.88	£ 11.28	19-Dec
6-Nov-2021	PROJECTS	AMAZON UK	DVD	£ 6.65	£ 1.33	£ 7.98	19-Dec
6-Nov-2021	ESTABLISHMENT	AMAZON UK	FLORISTS RIBBON	£ 11.48	£ 2.30	£ 13.78	19-Dec
10-Nov-2021	PROJECTS	TESCO	CONFECTIONARY	£ 100.00	£ -	£ 100.00	19-Dec
11-Nov-2021	ESTABLISHMENT	TESCO	CONFECTIONARY	£ 2.00	£ -	£ 2.00	19-Dec
11-Nov-2021	ESTABLISHMENT	WILKO	GET WELL CARD	£ 1.00	£ -	£ 1.00	19-Dec
15-Nov-2021	ESTABLISHMENT	HIGH SPEED TRAINING	WORKPLACE FIRST AID	£ 25.00	£ 5.00	£ 30.00	19-Dec
18-Nov-2021	PROJECTS	VISTAPRINT	FLYERS	£ 23.71	£ 4.75	£ 28.46	19-Dec
22-Nov-2021	PROJECTS	AMAZON UK	ADMISSION TICKETS	£ 7.45	£ 1.49	£ 8.94	19-Dec
22-Nov-2021	PROJECTS	AMAZON UK	TALLY COUNTER	£ 4.91	£ 0.98	£ 5.89	19-Dec
22-Nov-2021	PROJECTS	AMAZON UK	TALLY COUNTER	£ 4.99	£ 1.00	£ 5.99	19-Dec
22-Nov-2021	PROJECTS	AMAZON UK	DUCT TAPE	£ 4.16	£ 0.83	£ 4.99	19-Dec
30-Nov-2021	PROJECTS	WILKO	XMAS TABLETS NETS	£ 20.92	£ 4.18	£ 25.10	19-Dec
30-Nov-2021	PROJECTS	MORRISONS	CAKES	£ 36.20	£ -	£ 36.20	19-Dec
1-Dec-2021	ESTABLISHMENT	CO-OP BANK	CARD FEE	£ 2.00	£ -	£ 2.00	19-Dec

						£ 322.20	

CLERK	
SIGN	K. Clarke
DATE	4/1/22

CHAIRMAN	
SIGN	
DATE	13/1/22

BLAENAVON TOWN COUNCIL

Petty Cash transactions 2021/2022

MONTH **DEC**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	DATE PAID
						£ -	

Opening Balance	£ 11.63
Less transactions in Period	£ -
Plus reimbursement in period	£ -
Closing Balance	£ 11.63
Cash in Hand	**£ 11.63**

CLERK

SIGN K. Milane

CHAIRMAN

SIGN

DATE 4/1/22

DATE 13/1/22

BLAENAVON TOWN COUNCIL

Register of cheques written 2021/2022

MONTH **DEC**

DATE	CATEGORY	SUPPLIER	DESCRIPTION	NET	VAT	TOTAL	REF

						£ -	

CLERK	
SIGN	K. Clarke
DATE	4/1/22

CHAIRMAN	
SIGN	
DATE	13/1/22

BLAENAVON TOWN COUNCIL

BACS Payments 2021/2022

MONTH **DEC**

DATE	CATEGORY	DESCRIPTION	NET	VAT	TOTAL
29-Nov-2021	PROJECTS	ENTERTAINMENT	£ 200.00	£ -	£ 200.00
29-Nov-2021	PROJECTS	RODEO REINDEER	£ 666.67	£ 133.33	£ 800.00
2-Dec-2021	PROJECTS	ORDERS OF SERVICE	£ 100.00	£ -	£ 100.00
2-Dec-2021	PROJECTS	FACE PAINTING	£ 120.00	£ -	£ 120.00
2-Dec-2021	PROJECTS	FIRST AID PROVISION	£ 25.00	£ 5.00	£ 30.00
3-Dec-2021	PROJECTS	CALENDARS	£ 450.00	£ -	£ 450.00
3-Dec-2021	ESTABLISHMENT	CLOTHING - HOODIES	£ 71.85	£ 14.37	£ 86.22
13-Dec-2021	ESTABLISHMENT	INTERIM INTERNAL AUDIT 2021-22	£ 450.00	£ -	£ 450.00
13-Dec-2021	GRANTS / DONATION	ANGELA TAYLOR	£ 100.00	£ -	£ 100.00
13-Dec-2021	GRANTS / DONATION	S.M.HARPER	£ 75.00	£ -	£ 75.00
13-Dec-2021	GRANTS / DONATION	NEIL GRIFFITHS	£ 50.00	£ -	£ 50.00
16-Dec-2021	PROJECTS	FAMILY XMAS PACKS - HWB	£ 500.00	£ -	£ 500.00
16-Dec-2021	PROJECTS	FAMILY CRAFT SESSIONS	£ 200.00	£ -	£ 200.00
20-Dec-2021	ESTABLISHMENT	OFFICE CLEANING	£ 54.00	£ -	£ 54.00

					£ 3,215.22

CLERK

SIGN K. Nolan

DATE 4/1/22

CHAIRMAN

SIGN

DATE 13/1/22