

Community and Town Councils in Wales
Annual Return for the Year Ended 31 March 2023

Accounting statements 2022-23 for:

LLANGFNI TOWN COUNCIL.

Name of body:

	Year ending		Notes and guidance for completors
	31 March 2022 (£)	31 March 2023 (£)	
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	435,850	22,364	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	181,310	225,104	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	34,066	21,459	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	134,235	155,243	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	18,748	18,748	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	475,878	86,845	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	22,364	8,091	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

Statement of balance

8. (+) Debtors	2,392	3,728	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	29,469	13,273	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	9,497	8,910	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	22,364	8,091	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	1,246,306	1,264,812	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	523,472	517,909	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

14. Trust funds disclosure note

Yes	No	N/A	Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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).

Adroddiad Blynyddol - Ffurflen Llywodraethu – Blwyddyn Diweddu Mawrth 2023.

- 1 Archwiliwyd yr holl daliadau a'u hategu gan anfonebau a chymeradwywyd gwariant yn y modd arferol. Gwneir taliadau nawr drwy'r system Bancio Ar-lein. Darparodd tystiolaethbod cofnod derbyn a dadansoddi manwl yn cael ei gadw briodol trwy gydol y flwyddyn a'i gysoni â'r datganiadau banc. Awgrymu bod cyfriflenni banc hefyd yn cael eu gwirio a'u cydlofnodi gan Gynghorwyr fel arfer da yn dilyn adroddiadau rheolaidd i'r Cyngor.
2. Mae gan y Cyngor Rheolau Sefydlog a Rheoliadau Ariannol digonol. Er gwaethaf (Pwynt 1) uchod, a chyda'r Cyngor bellach yn talu'r mwyafrif o anfonebau trwy'r system Bancio Ar-lein rhaid i'r Cyngor fod yn ymwybodol o'u gweithdrefnau a'u rheolaethau mewnol lle dylai fod gwahaniad clir o ddyletswydd wrth gymeradwyo ac awdurdodi'r taliad yn er mwyn dileu unrhyw elfen o risg a sicrhau tryloywder. Gwnaed argymhellion bod y Rheoliadau Ariannol yn cael eu hadolygu a'u diwygio i gyd-fynd â'r system daliadau newydd a fabwysiadwyd. Rhoddwyd cyfrif am TAW yn rhannol a'i hadennill drwy gydol y flwyddyn a gostyngwyd ffigurau dyledwyr yn dilyn gallu'r Cyngor i gwblhau'r ffurflen VAT126 ar-lein. Lle bo'n briodol, roedd gwariant A137 o fewn terfynau statudol y Cyngor, fodd bynnag, mae'n rhaid i'r Cyngor wahaniaethu o hyd rhwng cyfraniadau A137 gyda chyfraniadau eraill a wnaed ac a yw pwerau statudol eraill yn gymwys o ran rhoddion.
3. Mae gan y Cyngor Polisi Asesu Risg ddigonol ac yn cael ei gynnal a'i adolygu'n flynyddol. Mae angen adolygiad pellach o Bolisi Asesu Risg y Cyngor i sicrhau fod ganddo yswiriant Polisi Yswiriant digonol ac i gynnwys y system newydd o dalu anfonebau.
4. Cafwyd tystiolaeth bod cyllideb lawn a digonol wedi'i pharatoi a'i chyflawni i gefnogi lefel Praesept y Cyngor a bod y Gyllideb yn cael ei monitro'n rheolaidd drwy gydol y flwyddyn i gymharu'r ffigurau gwirioneddol.
- 5 Mae'r praesept a gofnodwyd yn cytuno â hysbysiad yr awdurdod Treth y Cyngor. Roedd yr holl incwm yn cael ei gofnodi'n gywir a'i fancio'n brydlon.
- 6 Mae gan bob gweithiwr contract cyflogaeth gyda thelerau ac amodau clir. Mae'r cyflogau a delir yn cael eu cymeradwyo'n llawn gan y Cyngor. Mae taliadau eraill a wneir yn rhesymol ac maent hefyd wedi'u cymeradwyo gan y Cyngor. Mae TWE/CYG/Cyfraniadau Pensiwn yn cael eu cynnal a'u cadw'n briodol a'u gweithredu gan y Cyngor fel cyflogwr.
- 7 Mae'r Cyngor yn cadw cofrestr gywir o'i Asedau a rhaid gwirio'r ffigwr hwn gyda'i bolisi Yswiriant i gadarnhau ei gywirdeb o ran gwerth a chyfnod amser pob ased.
- 8 Mae ffigurau'r PWLB (benthyca) yn gywir ar ôl archwilio'r dogfennau perthnasol. Argymhellir bod y Cyngor yn anfon copi at yr Archwiliwr Allanol fel cadarnhad.
- 9 Paratowyd datganiad cysoni banc ar gyfer pob cyfrif o bryd i'w gilydd ac ar ddiwedd y flwyddyn ac fe'u cynhaliwyd yn briodol. Paratowyd datganiad ariannol llawn yn unol â'r holl incwm a gwariant y rhoddwyd cyfrif priodol amdanynt ac roedd trywydd archwilio clir gyda'r hyn a gymeradwywyd ac a gofnodwyd yn briodol gan y Cyngor.

Diolch i'r Cyngor Tref am y cyfle i Archwilio eich cyfrifon am y 12 mis diwethaf.

J Alun Foulkes - Archwiliwr Mewnol.

Mehefin 2024.

Annual Governance Return Report – Year Ending March 2023.

1. All payments were scrutinised and supported by invoices and expenditure approved in the normal manner. Payments are now made via the Banking Online system. Evidence provided that a detailed receipt and analysis record maintained and properly kept throughout the year and reconciled with the bank statements. Suggest that bank statements are also verified and countersigned by Councillors as good practice following regular reports to Council.
2. The Council has adequate Standing Orders and Financial Regulations. **Despite (Point 1) above, and with the Council now paying the majority of invoices via the Banking Online system the Council must be mindful of their procedures and their internal controls where there should be a clear segregation of duty in approving and authorising the payment in order to remove any element of risk and to ensure transparency.** Recommendations made that the Financial Regulations are reviewed and revised to bring in line with the adopted new payment system. VAT was partly accounted for and reclaimed throughout the year and debtor figures was reduced following the Council's ability to complete the VAT126 return on-line. Wherever appropriate, S137 expenditure was within the Council's statutory limits, however, the Council must still distinguish between S137 contributions with other contributions made and whether other statutory powers apply with regards to donations.
3. Risk Assessment Policy maintained and reviewed annually. Further review of the Council's Risk Assessment Policy is needed to ensure it has an adequate Insurance Policy cover and to include the new system of paying invoices.
4. Evidence provided that a full and adequate budget was prepared and carried out to support the level of the Councils' Precept and regular Budget monitoring was undertaken throughout the year to compare actual figures.
5. The precept recorded agrees with the Council Tax authority's notification. All income was properly recorded and banked promptly.
6. All employees have contracts of employment with clear terms and conditions. Salaries paid are fully approved by the Council. Other payments made are reasonable and are also approved by the Council. PAYE/NIC/Pension Contributions is properly maintained and operated by the Council as an employer.
7. The Council does maintain an accurate register of its Assets and this figure must be checked with its Insurance policy to confirm its accuracy in terms of the value and timespan of each asset.
8. The PWLB (borrowing) figures are correct following inspection of the relevant documentation. Recommended that Council sends a copy to the External Auditor as confirmation.
9. A Bank reconciliation statement was prepared for each account on a periodic basis and at year-end and were properly carried out. A full financial statement was prepared in accordance with all the income and expenditure duly accounted for and there was a clear audit trail with that approved and duly recorded by the Council.

May I thank the Town Clerk and his Assistants for their excellent co-operation and to the Town Council for the opportunity to Audit your accounts for the last 12 months.

J Alun Foulkes- Internal Auditor.

June 2024.

Community and Town Councils in Wales

Annual Return for the Year Ended 31 March 2024

Accounting statements 2023-24 for:

Name of body:

LLANGEFNI TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2023 (£)	31 March 2024 (£)	
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	22,364	8,091	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	225,104	270,131	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	21,459	29,822	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	155,243	187,561	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	18,748	18,748	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	86,845	78,371	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	8,091	23,566	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	3,728	3,712	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	13,273	47,285	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	8,910	27,432	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	8,091	23,566	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	1,264,812	1,266,616	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	517,909	512,205	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Adroddiad Blynyddol - Ffurflen Llywodraethu – Blwyddyn Diweddu Mawrth 2024.

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Diolch i'r Cyngor Tref am y cyfle i Archwilio eich cyfrifon am y 12 mis diwethaf.

Annual Governance Return Report – Year Ending March 2024.

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May I thank the Town Clerk and his Assistants for their excellent co-operation and to the Town Council for the opportunity to Audit your accounts for the last 12 months.

J Alun Foulkes- Internal Auditor.

June 2024.

Annex 4 – Audit notice

Notice of appointment of the date for the exercise of electors' rights

LLANGFNİ TOWN COUNCIL

Financial year ending 31 March 2023

1. Date of announcement 08.07.2024
2. Each year the annual accounts are audited by the Auditor General for Wales. Prior to this date, any interested person has the opportunity to inspect and make copies of the accounts and all books, deeds, contracts, bills, vouchers and receipts etc relating to them for 20 working days on reasonable notice. For the year ended 31 March 2023, these documents will be available on reasonable notice on application to:

Mr. Huw Rhys Parry

Clerk

Llangefni Town Council

between the hours of 10.00 a.m. and 2.00p.m. on Monday to Friday

commencing on 9 July 2024

and ending on 6 August 2024

3. From 12 September 2024, until the audit has been completed, Local Government Electors and their representatives also have:
 - the right to question the Auditor General about the accounts.
 - the right to attend before the Auditor General and make objections to the accounts or any item in them. Written notice of an objection must first be given to the Auditor General. A copy of the written notice must also be given to the council.

The Auditor General can be contacted via: Community Council Audits, Audit Wales, 1 Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ or by email at communitycouncilaudits@audit.wales.

4. The audit is being conducted under the provisions of the Public Audit (Wales) Act 2004, the Accounts and Audit (Wales) Regulations 2014 and the Auditor General for Wales' Code of Audit Practice.

Atodiad 4 – Hysbysiad archwilio

Hysbysiad pennu'r dyddiad ar gyfer arfer hawliau etholwyr

CYNGOR TREF LLANGEFNI

Blwyddyn ariannol yn dod i ben ar 31 March 2023

1. Dyddiad cyhoeddi _____ 08.07.2024 _____
2. Bob blwyddyn, archwilir y cyfrifon blynyddol gan Archwilydd Cyffredinol Cymru. Cyn y dyddiad hwn, mae unrhyw berson â diddordeb yn cael cyfle i archwilio a gwneud copiâu o'r cyfrifon a'r holl lyfrau, gweithredoedd, contractau, biliau, talebau a derbynebaw ac yn y blaen sy'n ymwneud â hwy am 20 diwrnod gwaith ar rybudd rhesymol. Ar gyfer y flwyddyn a ddaeth i ben 31 Mawrth 2023, bydd y dogfennau hyn ar gael ar rybudd rhesymol ar gais i:

Mr. Huw Rhys Parry _____

Clerc, _____

Cyngor Tref
Llangefni _____

Rhwng yr oriau o ___ 10.00y.b. _____ a ___ 2.00pm _____ o ddydd Llun i ddydd Gwener

Yn dechrau ar _____ 9 Gorffennaf 2024

Ac yn dod i ben ar _____ 6 Awst 2024

3. O 12 Medi 2024, hyd nes y bydd yr archwiliad wedi ei gwblhau, mae gan Etholwyr Llywodraeth Leol a'u cynrychiolwyr hefyd:
 - yr hawl i holi'r Archwilydd Cyffredinol ynglŷn â'r cyfrifon.
 - yr hawl i ddod gerbron yr Archwilydd Cyffredinol a mynegi gwrthwynebiad i'r cyfrifon neu unrhyw eitem ynddynt. Rhaid rhoi rhybudd ysgrifenedig o wrthwynebiad i'r Archwilydd Cyffredinol yn gyntaf. Rhaid rhoi copi o'r rhybudd ysgrifenedig hefyd i'r Cyngor.

Gellir cysylltu â'r Archwilydd Cyffredinol drwy: Archwiliadau Cyngorau Cymuned, Archwilio Cymru, 1 Cwr y Ddinas, Stryd Tyndall, Caerdydd, CF10 4BZ neu drwy e-bost yn archwiliadcyngorcymunedol@archwilio.cymru.

Tudalen 10 o 12 - Archwilio Cyfrifon 2023 - ARCHWILIADAU LLAWN TRIODOL -
Please contact us in Welsh or English / Cysylltwch â ni yn Gymraeg neu yn Saesneg.

Audit notice

Notice of appointment of the date for the exercise of electors' rights

LLANGEFNI TOWN COUNCIL

Financial year ending 31 March 2024

1. Date of announcement 08.07.2024
2. Each year the annual accounts are audited by the Auditor General for Wales. Prior to this date, any interested person has the opportunity to inspect and make copies of the accounts and all books, deeds, contracts, bills, vouchers and receipts etc relating to them for 20 working days on reasonable notice. For the year ended 31 March 2024, these documents will be available on reasonable notice on application to:

Mr. Huw Rhys Parry

Clerk

Llangefni Town Council, The Courthouse, Glanhwfa Road, Llangefni LL77 7EN

between the hours of 10.00 a.m. and 2.00 p.m. on Monday to Friday

commencing on 08 July 2024

and ending on 06 August 2024

3. From 12 September 2024, until the audit has been completed, Local Government Electors and their representatives also have:
 - the right to question the Auditor General about the accounts.
 - the right to attend before the Auditor General and make objections to the accounts or any item in them. Written notice of an objection must first be given to the Auditor General. A copy of the written notice must also be given to the council.

The Auditor General can be contacted via: Community Council Audits, Audit Wales, 1 Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ or by email at communitycouncilaudits@audit.wales.

Hysbysiad archwilio

Hysbysiad o benodi'r dyddiad ar gyfer arfer hawliau etholwyr

CYNGOR TREF LLANGEFNI

Y flwyddyn ariannol sy'n dod i ben 31 Mawrth 2024

1. Dyddiad cyhoeddi 08.07.2024
2. Bob blwyddyn mae'r cyfrifon blynyddol yn cael eu harchwilio gan Archwilydd Cyffredinol Cymru. Cyn y dyddiad hwn, caiff unrhyw berson â buddiant gyfle i archwilio a gwneud copiâu o'r cyfrifon a'r holl lyfrau, gweithredoedd, contractau, biliau, talebau a derbynebau ac ati sy'n ymwneud â hwy am 20 diwrnod gwaith ar rybudd rhesymol. Ar gyfer y flwyddyn a ddaeth i ben ar 31 Mawrth 2024, bydd y dogfennau hyn ar gael ar rybudd rhesymol wrth wneud cais i:

Mr. Huw Rhys Parry

Clerc

Cyngor Tref Llangefni

rhwng oriau 10.00 y.b. a 2.00 y.p. o ddydd Llun i ddydd Gwener

yn dechrau ar 9 Gorffennaf 2024

ac yn gorffen ar 6 Awst 2024

3. O 12 Medi 2024, hyd nes y bydd yr archwiliad wedi'i gwblhau, mae gan Etholwyr Llywodraeth Leol a'u cynrychiolwyr hefyd:
 - yr hawl i holi'r Archwilydd Cyffredinol am y cyfrifon.
 - yr hawl i fod yn bresennol gerbron yr Archwilydd Cyffredinol a gwneud gwrthwynebiadau i'r cyfrifon neu unrhyw eitem ynddynt. Yn gyntaf, rhaid rhoi rhybudd ysgrifenedig o wrthwynebiad i'r Archwilydd Cyffredinol. Rhaid rhoi copi o'r hysbysiad ysgrifenedig i'r cyngor hefyd.

Gellir cysylltu â'r Archwilydd Cyffredinol drwy: Archwiliadau Cyngor Cymunedol, Archwilio Cymru, 1 Prifddinas-Chwarter, Stryd Tyndall, Caerdydd, CF10 4BZ neu drwy e-bost yn communitycouncilaudits@audit.cymru.

4. Mae'r archwiliad yn cael ei gynnal o dan ddarpariaethau Deddf Archwilio Cyhoeddus (Cymru) 2004, Rheoliadau Cyfrifon ac Archwilio (Cymru) 2014 a Chod Ymarfer Archwilio Archwilydd Cyffredinol Cymru.

Tudalen 10 o 16 - Archwilio Cyfrifon 2024 - Cysylltwch â ni yn Gymraeg neu Saesneg / Cysylltwch â ni'n Gymraeg neu'n Saesneg.