

JEFFREYSTON COMMUNITY COUNCIL

Clerk: Jackie Thomas
Tel: 07392462735
jeffreystoncc@gmail.com

38 John Street
Neyland
SA73 1TH

28 May 2025

Dear Members,

The **MEETING** of Jeffreyston Community Council will take place at Jeffreyston Village Hall on **MONDAY 2nd June 2025 at 7.00 pm.**

ALL Members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out below.

As per the provisions of the Local Government and Elections (Wales) Act 2021, members of the public are welcome to attend this meeting.

Yours sincerely,
Jackie Thomas
Clerk/RFO

1. Chairs Welcome
 - a. Chair to sign Declaration of Acceptance.
2. To note all present/apologies for absence
3. Declarations of interest
4. To agree the Minutes of the previous meetings:
 - a. February 2025
 - b. March 2025
 - c. April 2025
 - d. May 2025
5. Matters arising from previous meetings:.
 - a. Noticeboards
 - b. Playpark inspections
 - c. HSBC Formal Complaint
 - d. Eisteddfod
 - e. Website Update
 - f. OVW Website
 - g. Fund application form
 - h. Risk Assessment 2025/26
 - i. Digital Guidance
 - j. Governance and Accountability report
6. Councillor Allowance for 2025/26
7. To consider Planning Matters
8. To receive and consider Financial Matters including approval of payments:
 - a. HSBC balance 20 April 2025 statement 402 £11855.91
 - b. Approve payment(s)
 - i. Clerk Salary (May) £202.40

- c. To consider any urgent payment of invoices after publication of the agenda
- 9. 2022/23 Audit – to discuss the year end and any actions recommended by Internal and External Auditors.
- 10. 2023/24 Audit – to discuss the Internal Audit report and recommendations and consider approval of the Annual Return and Governance Statement to include:
 - a. Bank Reconciliation
 - b. Payments and receipt report
 - c. Budget vs actual figures
 - d. Balance remaining as at 31.3.2024
- 11. 2024/25 Audit –
 - a. Bank Reconciliation
 - b. Payments and receipt report
 - c. Budget vs actual figures
 - d. Balance remaining as at 31.3.2024
 - e. Reconciliation of Accounts to 31.3.25
- 12. Highway Matters
- 13. To receive any correspondence
- 14. To receive an update from County Councillor Vanessa Thomas
- 15. To receive an update from PCSO
- 16. Community – Update
- 17. To note any minor matters or items for the next agenda at the discretion of the Chair
- 18. Date of Next meeting:
 - a. 7 July 2025
 - b. 4 August 2025
 - c. 1 September 2025