

**TAFF'S WELL AND NANTGARW COMMUNITY
COUNCIL**

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27th February 2026

Dear Chair & Councillors

You are summoned to attend a Meeting of the Community Council to be held at the Community Hub **on Tuesday 10th March 2026 at 6pm**

The business to be transacted is as set out in the agenda below.

Yours sincerely

Mr Adrian Isaacs
Clerk to the Council & Responsible Financial Officer

TAFF'S WELL AND NANTGARW COMMUNITY COUNCIL

COUNCIL MEETING Tuesday 10 March 2026 AGENDA

1.	Questions to the Community Council
2.	Attendance & apologies for absence
3.	Declarations of Interest <i>Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for Councillors, Clerk and Officers.</i>
4.	Minutes
4.1	To receive and if approved, confirm the Minutes of the meeting held on the 17.02.26 .
4.2	Matters Arising from the Minutes of the Meetings , 17.02.26
5.	Co-option Applications (To Follow)
6.	Member Reports

7. Financial Reports and Statements

7.1 March Payments & Employee Costs for Approval *

7.2 Income & Expenditure , year to date *

Note

At the end of each quarter Council will be provided with :

(a) an analysis of actual income & expenditure compared to budget with an explanation of material variances

(b) revised budget proposals

(c) confirmation the bank reconciliations match the bank balances

7.3 Audit of Accounts 24-25

The external audit has been completed & the accounts have been qualified for the following reasons :

Accounting Statement

The Auditor comments that , several cashbook entries were allocated to 23/24 whilst being paid in 24/25 .

This matter was discussed when the 23/24 audit report was received & it was agreed to report on a receipts & payments basis from 01.04.24 (minute of meeting of 15/04/25)

Annual Governance Statement

The Local Government and Elections (Wales) Act 2021 requires the Council to create and publish a plan for councillor and staff training. The Welsh Government provides statutory guidance on this, which states that the plan must be approved by the full council and include details on the type of training, participant numbers, timeframe, and cost. The training plan provided for audit does not contain the basic information required above.

Council has previously agreed that members should endeavour to attend 2 training events per year .

The Council does not publish a register of members' interests as required by section 81 of the Local Government Act 2000

I became aware of this issue sometime ago & there is already a list of interests on the website .

The Council has not provided evidence that it calculated its budget requirement in accordance with the Local Government Finance Act 1992 and that the precept has been set in line with the budget. The Act requires the Council to take into account its income and level of reserves when setting its budget requirement. We recommend that the Council provides evidence of the budget and precept calculation processes, as the evidence provided was insufficient for us to conclude on said processes.

This statement is at odds with the comments of the internal auditor & I attach the report of the internal auditor – section 4 deals with this matter .

We were unable to verify if the Council operated PAYE as required due to the payslips not being provided for audit. Failure to operate PAYE exposes the Council to the risk of fines and/or penalty charges being imposed by HM Revenue and Customs.

The internal auditor has previously commented upon the unusual payment arrangements , with the Clerk being paid gross of tax & subsequently making payments to HMRC .

Given that a number of our neighbouring community councils purchase a payroll service from RCT Council is asked to agree that we buy a payroll service from RCT .

Furthermore, we noted inconsistencies with the Clerk's contract, with payroll records showing higher payments than in the contract without justification or approval for the higher scale point. We were also subsequently unable to reconcile either pay point to the amounts actually paid to the clerk.

This statement is at odds with the comments of the internal auditor & I attach the report of the internal auditor – section 7 deals with this matter .

Supplementary papers not published with agendas and minutes

Section 55 of the Democracy and Boundary Commission Cymru etc. Act 2013 requires the Council, in so far as is reasonably practicable, to publish alongside its minutes, any documents which are referred to in the minutes.

The Council does not publish documents and reports provided to members. We recommend that the Council reviews its publication arrangements to publish supplementary information.

Agendas & Minutes are shown on the website & if residents require any further non-confidential information this will be provided .

Lack of supporting evidence provided

The Council did not provide sufficient supporting evidence for its income transactions. As such, we were unable to agree several transactions to appropriate supporting evidence.

This included the VAT refund relating to 23/24 (which was received during 24/25), the Council's rental income (for which no contract or agreement was provided), and the bank interest income.

A VAT claim is sent to HMRC to evidence the amount of money to be reimbursed. The Allotments Association is sent an Invoice for the sum included in the budget. Interest income received is shown on bank statements

We also noted similar issues with expenditure transactions. The Members' payments schedule did not include the name of the Councillor receiving the allowance, S.137 payments lacked any supporting third-party evidence, and some could not be agreed to any form of supporting request or correspondence.

We recommend that the Council provides a more robust audit trail for each transaction that it enters into.

Both payments to members & member donations identify the individual. S 137 payments relate to grant applications.

Budget approval

Our audit work noted that the final precept amount approved by the Council was not specified in the meeting minutes. We recommend that the Council includes sufficient detail of the discussion around the calculation and approval of the budget and precept in its meeting minutes, especially the approved figure.

Minute 7.3, 09/01/24 :

“ Council Agreed a 5% increase in Council Tax for 24/25 .
It was noted that RCT have now agreed to waive the rent charges for the Community Hub but energy costs remain a concern . “

7.4 Payment Arrangements

The council makes its payments by cheque
Many individuals & businesses are moving away from cheque payments & make payments by transferring funds using on-line banking

One of the audit issues in 7.3 above relates to Payroll & if council moves to a third party provider on-line banking will be a necessity .

If the council wishes to use on-line banking to make payments the clerk will create the transaction & one Member will authorise the payment . It would be prudent to identify more than Member who can authorise payments .

8.

Policy – Awarding of Donations

At the February meeting of Council a policy was agreed for the awarding of Grants & Donations

Following this there was discussion about the need for grant recipients to publicise the grant .

The highlighted text below denotes the amendment made .

“ The Community Council allocates annual funds to support local charities and not-for-profit organisations that benefit the community. The policy ensures that grants are awarded fairly, transparently, and within budget constraints.

Key Principles:

- Grants are based on **need, merit, and community impact**.
- Applications must demonstrate **benefit** to Taff's Well & Nantgarw residents or the local environment.
- Grants may be **monitored and evaluated** post-award.
- Requests from organisations outside Taff's Well & Nantgarw are considered based on **resident benefit**.
- **Funding is not guaranteed** year to year.
- Grants are only awarded when the Council has the **legal authority** to do so.

Policy Aims:

- Encourage **voluntary participation** in local activities.
- Support the **sustainability** of community services.
- Address **resident needs**.
- Promote **equal access and opportunity**.
- Enhance the **local environment**.
- Ensure **value for money**.

The Community Council usually awards grants of up to £300 & in exceptional circumstances will consider larger awards .

Grant recipients are required to publicise the receipt of funding from the community council

In addition to the awarding of grants the Council may wish to make a

donation to a local group who has not made a grant application . “

Council is asked to agree the amended policy .

9. Update on Projects :

The delayed projects listed below have again been discussed with RCT officers and the response received on the 25th Feb was previously circulated .

- Two picnic tables with seating for Taff's Well Park , one by the basketball court & the other one by tennis court / play park (RCT contacted 14/11/24, reminded 18/02/25
Further attempt sent 11/09/25)

In view of the quote from a local contractors there has been further discussions with RCT & Cllr Bonetto will pursue this matter .

- Highway signage

With TfW works coming to an end RCT are to be requested to undertake a review of the signage in Taff's Well.

In addition , RCT are to be requested to consider including on the signage at each end of the Village images explaining that Taff's Well is the home of the only Thermal Spring in Wales .

(RCT contacted 14/11/24 , reminded 18/02/25)

20.06.25 RCT Response

Apologies for the delay in responding. I have spoken to the Principal Traffic Officer this morning and he advised that it will be possible to undertake a review, however, this would require agreement from the local Councillor.

The Traffic Management section will be able to undertake the design work for any new signing, but please note that the costs of making and installing any new signs would have to be funded by the Community Council

Cllr Bonetto advised RCT that she is in agreement with the request

- Bench on Taff trail proposed by Cllr Edwards
(RCT contacted 19/02/25)

- Community Noticeboard - Cllr Lamford

It was agreed to ask RCT for permission to install a community noticeboard on the corner by Taffs Well school and the Hub.

	<p>RCT require sight of proposal & Cllr Lamford to discuss with local company 14.10.25 – Cllr Lamford advised the local company could not assist 14.10.25 – Example noticeboard sent to RCT</p> <ul style="list-style-type: none"> - Signage to the Community Hub – Cllr Lamford (Cllr Bonetto to pursue) - 17.02.26 , Grass cutting on highway verges on the Industrial Estate leading to the station
<p>10.</p>	<p>Grant Applications</p>
	<p>Date of Next Meeting</p> <p>Tuesday 14th April 2026 commencing 6.00pm</p>

***Denotes Document Attached**