

NOTICE OF FINANCE MEETING

Notice is hereby given that a meeting of the above
Council will be held at the Wenvoe Community Centre

On

Tuesday 7 July 2026 at 2.00pm



1. To receive apologies for absence
2. To approve minutes of Finance Meeting held 7 April 2026
3. To review expenditure for the period 01.04.2026 – 30.06.2026
4. To review budget to 31.03.2027
5. Confirm Bank Standing Orders, Direct Debits, Bank Signatories
6. To review Bank Reconciliations for the period 01.04.2026 – 30.06.2026 to include monthly Regular Payments
7. VAT Reclaim
8. Audit - External

Signed
Debbie Barrett-Plows
Clerk to the Council

Wenvoe Community Council
Summary of Receipts and Payments
All Cost Centres and Codes

01 July 2026 (2026-2027)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	Recycling Products via VOG	200.00	57.50	-142.50	200.00		200.00	57.50 (14%)
23	Insurance				2,650.00	2,573.74	76.26	76.26 (2%)
24	Audit				1,200.00	350.00	850.00	850.00 (70%)
25	Admin				100.00		100.00	100.00 (100%)
26	Stationery				250.00	31.24	218.76	218.76 (87%)
27	Subscriptions				3,200.00	1,173.41	2,026.59	2,026.59 (63%)
28	Community Events							(N/A)
29	Professional Services				2,000.00		2,000.00	2,000.00 (100%)
30	Councillor Remuneration				450.00		450.00	450.00 (100%)
31	Elections							(N/A)
32	Training				500.00	44.00	456.00	456.00 (91%)
33	Equipment & Furniture - Admin				1,000.00	592.62	407.38	407.38 (40%)
34	Capital & S106 - Admin							(N/A)
41	Donations				500.00		500.00	500.00 (100%)
50	IT - website							(N/A)
53	Postages				20.00		20.00	20.00 (100%)
56	Sundry Expenditure				250.00	80.72	169.28	169.28 (67%)
SUB TOTAL		200.00	57.50	-142.50	12,320.00	4,845.73	7,474.27	7,331.77 (58%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6	Grounds - Allotments				750.00	750.00		(0%)
7	Water - Allotments				400.00		400.00	400.00 (100%)
8	Improvements - Allotments							(N/A)
40	Allotments - Income	1,000.00		-1,000.00				-1,000.00 (-100%)
SUB TOTAL		1,000.00		-1,000.00	1,150.00	750.00	400.00	-600.00 (-27%)

Buildings

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
48	Repairs & Renewals				12,300.00	12,296.99	3.01	3.01 (0%)
SUB TOTAL					12,300.00	12,296.99	3.01	3.01 (0%)

Cemetery

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Grounds - Cemetery				250.00	60.00	190.00	190.00 (76%)
10	Equipment & Repairs - Cemetery				100.00	9.99	90.01	90.01 (90%)
11	H & S Inspection - Cemetery							(N/A)
39	Cemetery - Income	10,000.00	1,083.00	-8,917.00				-8,917.00 (-89%)

Wenvoe Community Council
Summary of Receipts and Payments
All Cost Centres and Codes

01 July 2026 (2026-2027)

SUB TOTAL	10,000.00	1,083.00	-8,917.00	350.00	68.98	280.01	-8,636.98 (-83%)
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Community Centre

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14 Building Decoration				1,500.00		1,500.00	1,500.00 (100%)
15 Electricity & Gas	2,250.00	391.63	-1,858.37	4,000.00	901.27	3,098.73	1,240.36 (19%)
16 Water				500.00		500.00	500.00 (100%)
17 Council Tax				3,100.00	920.20	2,179.80	2,179.80 (70%)
18 Telephone & Broadband				800.00	233.55	566.45	566.45 (70%)
19 H&S/Electrical Inspections - WC				1,300.00	1,264.11	35.89	35.89 (2%)
20 Cleaning Equipment & Products				250.00	65.90	184.10	184.10 (73%)
38 WCC Hall Hire	7,350.00	2,245.75	-5,104.25				-5,104.25 (-69%)
45 cleaner				2,600.00	562.50	2,037.50	2,037.50 (78%)
51 Hygiene Services				175.00	156.00	19.00	19.00 (10%)
57 Annual Servicing of Equipment							(N/A)
62 38							(N/A)
SUB TOTAL	9,600.00	2,637.38	-6,962.62	14,225.00	4,103.53	10,121.47	3,158.85 (13%)

Fixtures & Fittings

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
61 Renewals - Equipment							(N/A)
SUB TOTAL							(N/A)

Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42 Community Income							(N/A)
43 Precept	45,500.00	15,167.00	-30,333.00				-30,333.00 (-66%)
49 VAT Refund		1,145.90	1,145.90				1,145.90 (N/A)
54 Bank Compensation							(N/A)
55 Sundry Income	5.00		-5.00				-5.00 (-100%)
58 Outbuildings	1,000.00	475.00	-525.00				-525.00 (-52%)
SUB TOTAL	46,505.00	16,787.90	-29,717.10				-29,717.10 (-63%)

Open Spaces

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Grounds - Open Spaces				7,000.00	2,654.00	4,346.00	4,346.00 (62%)
2 H & S Inspection - Open Spaces				100.00		100.00	100.00 (100%)
3 Products - Open Spaces				500.00		500.00	500.00 (100%)
4 Dog Waste Collection - Open Sp				2,100.00		2,100.00	2,100.00 (100%)
5 Equipment/Installation - Open Sp				500.00		500.00	500.00 (100%)

Wenvoe Community Council
Summary of Receipts and Payments
All Cost Centres and Codes

01 July 2026 (2026-2027)

44 Community Filming				(N/A)
60 Repairs & Renewals	250.00		250.00	250.00 (100%)
SUB TOTAL	10,450.00	2,654.00	7,796.00	7,796.00 (74%)

Wages & Expenses

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	Clerk Salary				19,000.00	4,596.22	14,403.78	14,403.78 (75%)
36	Ni Employer/Employee				2,830.00	569.40	2,260.60	2,260.60 (79%)
37	Clerk Pension				5,500.00	1,147.23	4,352.77	4,352.77 (79%)
SUB TOTAL					27,330.00	6,312.85	21,017.15	21,017.15 (76%)

Summary

NET TOTAL	67,305.00	20,565.78	-46,739.22	78,125.00	31,033.09	47,091.91	352.69
V.A.T.					3,518.09		
GROSS TOTAL		20,565.78			34,551.18		

Income and Expenditure Budget 2026-2027

Cost Centre	Budget 2025-2026	As At 31.03.2026	Budget 2026-2027	Revised 30.06.2026
EXPENDITURE				
Recycling Products	200	202	200	200
Insurance	2650	2580	2650	2650
Audit	1200	440	1200	1200
Admin	100	0	100	100
Stationery	250	146	250	250
Subscriptions	2500	2379	2000	3200
Professional Services	2850	2643	2850	2000
Councillor Remuneration	1650	364	1650	450
Elections	0	0	0	0
Training	500	78	500	500
Equipment & Furniture	1000	589	1000	1000
Donations	1000	152	500	500
IT-Website	1500	876	1200	0
Postages	20	15	20	20
Sundry	500	107	250	250
Allotments				
Allotment Grounds	250	0	750	750
Allotment - Water	500	205	400	400
Allotment - Improvements	250	0	0	0
Cemetery				
Grounds	250	240	250	250
Equipment & Repairs	100	60	100	100
H&S Inspections	100	0	0	0
WCC & Library				
Repairs, Maintenance, Renewals	3500	3128	3500	12300
Building Decoration	1145	1100	3500	1500
Electricity & Gas	2750	3861	4000	4000
Water - WCC/Library	500	529	500	500
Council Tax	3000	2953	3400	3100
Telephone/Broadband	800	870	800	800
H&S Electrical Inspections*	750	0	750	1300
Cleaning Equipment	500	234	250	250
Cleaner*	2600	2430	2600	2600
Hygiene Services*	175	156	175	175
Annual Servicing Equip*	250	472	250	0
Open Spaces				
Grounds *	12000	7492	12000	7000
H&S Inspections	250	72	100	100
Products *	500	770	500	500

Income and Expenditure Budget 2026-2027

Cost Centre	Budget 2025-2026	As At 31.03.2026	Budget 2026-2027	Revised 30.06.2026
EXPENDITURE				
Dog Waste Bins	2000	0	2100	2100
Equipment/Installation *	250	60	500	500
Repairs & Renewals *	250	144	250	250
Wages & Expenses				
Clerk Salary	20000	18355	19000	19000
NI Employer	5000	2691	2830	2830
Clerk Pension	5500	5284	5500	5500
TOTAL BUDGET EXPENDITURE 2026-2027				78125

As a guide General Reserve held should be a minimum of 25% and maximum of 30% of its revenue expenditure

Direct Debits as at 30.06.2026

<u>Payee</u>	<u>Details</u>	<u>Payment Term</u>	<u>Amount</u>
HMRC	PAYE	Quarterly Payments	Variable
British Gas	Light & Heat	Monthly x 2 Electricity & Gas	Variable
Vale of Glamorgan	Council Tax	Monthly	1 x £308.20 9 x £306.00
Onecom	Broadband & Phone	Monthly	Variable
Welsh Water	WCC Allotments	August & February -“-	Variable Variable

Standing Orders as at 30.06.2026

Cleaner	WCC	4 Weekly	£180.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories/Online Banking

Janet Williams	Chair
Collin Thomas	Cllr
Nicola Gater	Cllr
Debbie Barrett-Plows	Clerk to the Council - online banking access only

Y Ganolfan Gymdeithasol
Yr Hen Bwrtawi
Gwenfö
Bro Morgannwg
CF5 6AL



Community Centre
Old Port Road
Wenvoe
Vale of Glamorgan
CF5 6AL

Office Tel:029 2059 1139 E-Mail: wenvoecc@googlemail.com

Minutes of Finance Committee Meeting Held on 7 April 2026 at 2.30pm

Present: Cllr J Williams (Chair) Cllr C Thomas, Cllr M Harvey , D Barrett-Plows Clerk to the Council

1. Apologies: Cllr R Sexton – Family bereavement Absent: Cllr N Gater
2. The minutes of the Finance Meeting of Tuesday 13 January 2026 were approved and signed by the Chair.
3. To review expenditure to 31.03.2026. Following discussion it was agreed that it would be necessary to review the budget for 2026-2027.
4. To review budget to 31.03.2027 - Following discussion the following virements were agreed:
 - a. £5000.00 Open Spaces Grounds to WCC & Library Repairs, Maintenance, Renewals (WCC Toilets Renovation & Outbuildings doors)
 - b. £1200.00 Councillor Remuneration to WCC & Library Repairs, Maintenance, Renewals (WCC Toilets Renovation & Outbuildings doors)
 - c. £300.00 Council Tax to WCC H & S Electrical Inspections (WCC – 5 year & Library 1 year Electrical Inspections)
5. To confirm bank Standing Orders, Direct Debits and Bank Signatories: It was noted that there had been one change to Standing Order payable to Cleaner. There were no changes to Direct Debits except for the increase in Council Tax from 01.04.2026. There were no changes to Bank Signatories.

Direct Debits as at 01.04.2026

<u>Payee</u>	<u>Details</u>	<u>Payment Term</u>	<u>Amount</u>
HMRC	PAYE	Quarterly Payments	Variable
British Gas	Light & Heat	Monthly x 2 Electricity & Gas	Variable
Vale of Glamorgan	Council Tax	Monthly	1 x £308.20 9 x £306.00

Onecom	Broadband & Phone	Monthly	Variable
Welsh Water	WCC	August & February	Variable
Welsh Water	Allotments	-"-	Variable

Standing Orders as at 01.04.2026

Cleaner	WCC	4 x Weekly	£180.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories/Online Banking

Janet Williams	Chair
Collin Thomas	Cllr
Nicola Gater	Cllr

Debbie Barrett-Plows Clerk to the Council - online banking access only

6. To review Bank Reconciliations for the period 01.04.2025 – 31.03.2026. Cllr C Thomas confirmed that he checks the bank reconciliation reports, signs/approved receipts and payments for the period on a monthly basis. Cllr C Thomas also signs the Schedule of Regular Payments each month.
7. The VAT for the period 01.01.2026 – 31.03.2026 had been reclaimed in the sum of £1,145.90
8. Audits - Following discussion of the three quotations received it was agreed to appoint Michael Fisher. Clerk to action.

Meeting ended 3.10pm

Next Meeting - Tuesday 7 July 2026