

**ANNUAL REPORT**  
**LLANFAIR**  
**COMMUNITY COUNCIL**  
**2023/2024**

## **A WORD FROM THE CHAIRMAN – CLLR. EURIG HUGHES**

It is a pleasure to present Llanfair Community Council's second annual report which records the work that has been undertaken in 2023/24 and how we are working with the community to improve the economic, social, environmental and cultural well-being of the town to make Llanfair an even better place to live and visit. The vision is to “ensure that Llanfair continues to be a pleasant and welcoming place for people of all ages to live because they will feel safe, have opportunities to be physically and mentally healthy and to socialise and work in a quality environment. It will also be a place that welcomes visitors and lives with them easily.” The report aims to give a taste of the work of the Community Council during the year and how the Council promotes life for residents of all ages, business owners, societies and visitors to the town. We acknowledge that this is a challenging environment for everyone and we are committed to work together with the community to achieve the vision. Although there are plenty of challenges for us as a Community Council, we have managed to carry out a number of exciting projects. It is a privilege to be Chair of the Community Council.

A relatively small constituency for Llanfair with around 350 constituents, there is no shop or pub in the hamlet and the Council is not responsible for a play park so the Council's expenditure is not large.

## **Membership**

Cllr. Eurig Hughes (Chairman)

Cllr. Russell Sharp (Vice Chairman)

Cllr. Osian Edwards

Cllr. Dylan Hughes – Resigned June 2023

Cllr. Hywel Jones

Cllr. Robert Owen

Cllr. David John Roberts

Cllr. Guy Slater – Co-optedd October 2023

Cllr. Mair Thomas

Two Councillors represent the area on Gwynedd Council namely Cllr. Annwen Hughes and Cllr. Gwynfor Owen.

In June Cllr. Dylan Hughes resigned as a Member of the Council and in October Cllr. Guy Slater was welcomed into our midst who had been co-opted onto the Council.

## **Staff**

The Council has one member of staff, Annwen Hughes, who is the Clerk and Finance Officer. She works part-time. The Clerk may be contacted by e-mail [annwen@btconnect.com](mailto:annwen@btconnect.com), letter to Crafnant, Llanbedr, Gwynedd LL45 2PH or phone 01341241613/07919582741.

## **Meetings**

Normal meetings of the Council are held roughly every five to six weeks except for August at the memorial hall in the village on a night that is agreed upon at the previous meeting of the Council.

## **Website**

At the moment the Community Council is in the process of developing a new website as they used to share a website with Harlech Community Council. Some documents are still available on the new Harlech Community Council website but these will eventually be redirected to Llanfair Community Council's new website when it has been completed. The Council's website address at the moment is

[www.cyngorharlech.co.uk](http://www.cyngorharlech.co.uk)

## **EXTERNAL MEMBERSHIP**

The Community Council is a member of One Voice Wales, which is the main representative body for Community and Town councils in Wales. Cllrs. Mair Thomas and Robert G. Owen are both members of the Memorial Hall Committee which is located in the village.

## **ACCOUNTABILITY**

The Community Council has adopted a Member's Code of Conduct and a register of interests is kept for each member. Each Councillor has to declare any interest they have in items to be discussed at the start of each meeting and these are noted in the minutes. The Community Council is audited by internal and external auditors annually. The internal audit is undertaken by the Audit Department of Gwynedd Council and the External Audit by the Wales Audit Office.

## **FINANCE AND EXPENDITURE**

The Community Council sets a budget annually and monitors expenditure against budget throughout the financial year by receiving a regular report from the Clerk. The main source of income for the Community Council is the precept which is set annually and presented to Gwynedd Council in January for the following financial year. The precept is collected on behalf of the Community Council by Gwynedd Council and is the only source of tax revenue available to Town and Community Councils. The process of deciding on the level of precept

includes the preparation of a draft budget on the basis of the financial situation of the Community Council by considering the likely costs, plans for projects, setting an amount for contributions - within the guidelines published annually - and any other financial matters. Consideration is also given to the reserves held by the Community Council to ensure an appropriate precept is set. The level of precept was raised from £16,000 to £17,000 for 2023/24. In addition, the Community Council received £1,171.68 from the 10% Parking Scheme by Gwynedd Council which it joined a few years ago.

#### Income & Expenditure 2022/23

	Income £	Expenditure £
Bank Interest	95.49	
Precept	17,000.00	
Cemetery Income	2,050.72	
Cwt yr Hers Rent	480.00	
V.A.T reimbursement	259.80	
Reimbursement Footpaths Cutting	402.50	
Reimbursement Car Parks Income	1,171.68	
Cut Grass on Footpaths		402.50
Cut Grass in Cemtery		2,030.00
Cemetery Expenditure		970.00
Additional Work in the Cemetery		180.00
New Bench in the Cemetery		694.80
Clerk's Wages		1,520.00
Clerk's Costs for the year		409.75
Tax on Clerk's Wages		380.00
P.A.Y.E on line		216.00
Toilets Partnership		4,000.00
Donations		150.00

Donation to the Hall		1,800.00
Donation to HAL		8,568.00
Internal Auditor 2022/23		246.00
External Auditor 2020/21		355.00
Council's Insurance		431.41
Membership One Voice Wales		116.00
Cemetery Tap		22.36
Sunderies		107.00
Bank Charges		62.80
	£21,460.19	£22,661.62

## **BUDGET**

The Council's budget is £17,000 and is earmarked as follows:-

Donates £4,000 to Gwynedd Council to keep the public toilets open down in Llandanwg.

Also donated £8,568 in this financial year to Harlech and Ardudwy Leisure (HAL) to keep the swimming pool open.

The Council is responsible for cutting the grass of various public footpaths in the area at least twice a year and also is responsible for cutting the grass of the public cemetery in the village. The cost of carrying out this work during this financial year was £2,612.50.

Donates to various various organizations in the area annually and has donated £150 to Meirionnydd YFC during this financial year and £1,800 to the Memorial Hall committee in the village.

During the year the Council have purchased a new bench so as to place it in the cemetery and the intention is to purchase another bench so as to place in the car park on Y Maes in Llandanwg. The Community Council is also in the process of getting wi-fi installed in the Memorial Hall.

## **Council work and responsibilities**

### **Property management**

The Public Cemetery

The Public Footpaths

Bus shelters in the area

Public Seats

Notice Boards

### **Administration**

Gwynedd Council appointed as Internal Auditors 2023/24

Allowances – review no change, no payments

Council website

Keep a risk assessment.

Keeping a record of interest