



**CYNGOR CYMUNED
LLANBRADACH & PWLL-Y-PANT
COMMUNITY COUNCIL**

C/o C Mortimer, Clerk to the Council
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NOTICE OF ORDINARY COUNCIL MEETING
TUESDAY 25th JUNE 2024, 6.15pm

13th June 2024

Chair and Members of Llanbradach & Pwllypant Comm (unity Council

Dear Chair/Councillors

You are summoned to attend the **ORDINARY MEETING OF LLANBRADACH & PWLLYPANT COMMUNITY COUNCIL** which will be held on Tuesday 25th June 2024, 6.15pm at Llanbradach Community Centre.

The meeting will be in a MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

Members of the press and public are permitted to attend our meetings remotely or in person but are kindly requested to contact the clerk prior to the meeting commencing.

The link for the meeting is set out below.

Microsoft Teams [Need help?](#)

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Meeting ID: 368 394 325 619

Passcode: VyLpV8

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

Yours sincerely

Ceri Mortimer
Clerk to the Council

AGENDA

- 1 Apologies**
- 2 Declarations of Interest**

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 both Councillors and Clerk.
- 3 Audit - Year Ended 31st March 2024**
 - (i) To receive and note Internal Auditors Report (to be tabled)
 - (ii) To receive and approve Annual Return (by 30th June 2024)
 - (iii) To receive and approve accompanying documents
 - (iv) To note that a Basic Audit will be undertaken for year ended 31st March 2024
 - (v) To receive and note "Notice of appointment of the date for the exercise of electors' rights".

(vi) Members are to note the following Audit timetable:

- by **16 June 2024** we publish the Notice of appointment of the date for the exercise of electors' rights on a noticeboard in the area and on the Council's website for a minimum of **14 calendar days**; and
- after the 14 calendar days referred to above, council is to make appropriate arrangements for the **public to inspect** the accounts and supporting documents **for a total of 20 working days to from 1 July to 26 July 2024.**
- **completed and approved annual return and all requested information will be emailed to Audit Wales and hard copies hand delivered to** Community Council Audits, Audit Wales, 1 Capital Quarter, Tyndal Street, Cardiff CF10 4BZ **by 5 July or 8 July at the latest.**

4 Next meeting Date:

Monday 8th July 2024

Ordinary Meeting (last before the August recess).