



BLAENAVON TOWN COUNCIL
MINUTES OF THE COUNCIL FINANCE MEETING
HELD ON WEDNESDAY 8th of JANUARY 2025 AT 6.30 PM.

Pursuant to the requirements of Section 47 of the Local Government and Elections Wales) Act 2021, the meeting was held on a hybrid basis in the Council Chamber at 101, High Street Blaenavon and remotely.

In attendance:

Councillors in attendance: M. Wheeler, (In the Chair), N. Matthews, L. Cowles, S. Keen, A. Lewis, S. Templeton, I. Parfitt, A Beavan and T. Porter.

Officers: Kevin Warren (Chief Officer), Kerry Jones (Assistant Chief Officer)

Visitors: None present.

Members of public: None present.

The finance meeting was opened at 6:30pm by the Deputy Mayor Councillor Wheeler who welcomed everyone and expressed thanks for attendance.

1. To receive any questions from the public.

None received.

2. To receive and accept apologies.

The Chief Officer informed the chairperson that the following apologies had been received.

- Cllr Hunt
- Cllr Evans

It was proposed by Cllr Keen and seconded by Cllr Templeton that the apologies be accepted.

All members in agreement.

Resolved - Apologies accepted.

3. Declarations of Interest.

None declared.

4. Council Meetings: To confirm the minutes of the Council Finance Meeting held on the 13th of November 2024.

Minutes were read for accuracy with no amendments.

It was proposed by Cllr Cowles and seconded by Cllr Parfitt that the minutes be accepted.

All members in agreement.

Resolved: Minutes approved as a true and accurate record.

5. To receive, consider and note the Interim Internal Audit Report (April - September 2024).

The Chief Officer forwarded to all members a copy of the interim internal audit report prior to the meeting. No issues were identified within the audit report.

Members were given the opportunity to comment on the report.

There were no questions from members.

Resolved: Interim Internal Audit Report noted and accepted by members.

6. To receive, consider and approve the Council tax base for Blaenavon as per the calculations received from Torfaen County Borough Council on the 16th of December 2024.

The Chief Officer forwarded to all members a copy of the council tax base calculation for 2025/26 prior to the meeting.

The Council Tax Base figure has been set at 1,969 for Blaenavon.

It was proposed by Cllr Cowles and seconded by Cllr Lewis to accept and approve the council tax base figure of 1,969.

Resolved: Council tax base figure noted and accepted by members.

7. Responsible Finance Officer's Update: To receive and consider the November and December 2024 financial updates.

Mr Warren (RFO) forwarded to members the November and December 2024 financial reports electronically in advance of the meeting which detailed the following areas:

- Income and Expenditure
- Credit Card Payments
- Cheque Payments
- Bacs Payments
- Cash Book Transactions
- Bank Reconciliation
- Project Expenditure

- Budget
- VAT
- Bank Statements
- Petty Cash

Mr Warren presented to members each of the above areas of finance for November and December 2024 and highlighted any relevant information.

Members were invited to ask any questions in relation to the information presented.

Members were happy with the presentation.

It was proposed by Cllr Keen and seconded by Cllr Templeton that the financial report for November and December 2024 be accepted.

Resolved: Financial update for November and December 2024 accepted by members.

8. To receive, consider and make any relevant determinations in relation to Blaenavon Town Council's draft budget for 2025/26.

The Draft Budget and Budget Report for 2025/26 had been forwarded to members prior to the meeting for their consideration.

The Chief Officer presented the draft budget in detail to members.

Cllr Cowles informed members that during the Budget Working Group meeting the budget had been scrutinised line by line by the group.

A discussion took place amongst members regarding the draft budget and precept.

Following the discussion members agreed that the precept for 2025/26 will be £205,710.

It was proposed by Cllr Beavan and seconded by Cllr Cowles that the precept for 2025/26 will be £205,710.

All members in agreement.

The Draft Budget will be discussed at the January 2025 Full Council meeting for final ratification.

Resolved: Draft Budget to be discussed in January 2025 Full Council meeting for ratification.

9. To discuss and make a determination regarding potential Town Council projects for allocation into the Project Action Plan 2024/25. Relevant updates or new projects as notified.

None received.

Meeting ended at 19.17hrs.

Chairman Signed:



Date: 12/02/25

BLAENAVON TOWN COUNCIL CYNGOR TREF BLAENAFON

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Finance Update

December - 2024



BLAENAVON TOWN COUNCIL



Bank Reconciliation 2024 - 2025

Bank Reconciliation

DEC

Opening Balance

Current Account	£99,081.84	
Card	£0.00	
Cash in Hand	£4.73	
		£99,086.57

Add Receipts in Period	£72,535.41
Less Payments in Period	£20,327.44

Balance at End of Period	£151,294.54
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Balances at Bank

Current Account	£151,289.81	
Card	£0.00	
Cash in Hand	£4.73	
		£151,294.54

Clerk

Sign K. Llanne
Date 21/1/25

Chairman

Sign M. Gule
Date 2-1-25

BLAENAVON TOWN COUNCIL

Income & Expenditure Statement 2024 - 2025



Period

DEC

	ACTUAL	BUDGET	VAR
INCOME			
BTC	£ -	£ -	£0.00
PRECEPT	£ 64,750.00	£ 64,750.00	£0.00
VAT RECEIPTS	£ 7,635.41	£ 7,635.41	£0.00
REVENUE	£ -	£ -	£0.00
HBO	£ -	£ -	£0.00
COMMUNITY BREW INCOME	£ -	£ -	£0.00
OTHER RECEIPTS	£ 150.00	£ 150.00	£0.00
	£ 72,535.41	£ 72,535.41	£0.00

EXPENDITURE

SALARY	£ 15,666.62	£ 15,666.62	£0.00
ELECTION COSTS	£ -	£ -	£0.00
ESTABLISHMENT COSTS	£ 1,623.48	£ 1,623.48	£0.00
COUNCILLOR ALLOWANCE	£ 76.77	£ 76.77	£0.00
HOSPITALITY	£ -	£ -	£0.00
PROJECTS	£ 779.90	£ 779.90	£0.00
GRANTS	£ 2,000.00	£ 2,000.00	£0.00
COMMUNITYBREW	£ -	£ -	£0.00
VAT	£ 180.67	£ 180.67	£0.00
	£ 20,327.44	£ 20,327.44	£0.00

CLERK

SIGN

K. Ingham

DATE

21/1/25

CHAIRMAN

SIGN

Mr. O'Leary

DATE

8-1-25

BLAENAVON TOWN COUNCIL

CYNGOR TREF BLAENAFON

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Finance Update

January - 2025



BLAENAVON TOWN COUNCIL



Bank Reconciliation 2024 - 2025

Bank Reconciliation

JAN

Opening Balance

Current Account	£151,289.81	
Card	£0.00	
Cash in Hand	£4.73	
		£151,294.54

Add Receipts in Period	£270.00
Less Payments in Period	£40,781.04

Balance at End of Period **£110,783.50**

Balances at Bank

Current Account	£110,778.77	
Card	£0.00	
Cash in Hand	£4.73	
		£110,783.50

Clerk

Sign

K. Laine

Date

3 / 2 / 25

Chairman

Sign

M. White

Date

12-2-25

BLAENAVON TOWN COUNCIL

Income & Expenditure Statement 2024 - 2025



Period

JAN

	ACTUAL	BUDGET	VAR
INCOME			
BTC	£ -	£ -	£0.00
PRECEPT	£ -	£ -	£0.00
VAT RECEIPTS	£ -	£ 7,635.41	(£7,635.41)
REVENUE	£ 270.00	£ -	£270.00
HBO	£ -	£ -	£0.00
COMMUNITY BREW INCOME	£ -	£ -	£0.00
OTHER RECEIPTS	£ -	£ 150.00	(£150.00)
	£ 270.00	£ 7,785.41	(£7,515.41)
EXPENDITURE			
SALARY	£ 13,987.33	£ 13,987.33	£0.00
ELECTION COSTS	£ -	£ -	£0.00
ESTABLISHMENT COSTS	£ 3,711.48	£ 3,711.48	£0.00
COUNCILLOR ALLOWANCE	£ -	£ -	£0.00
HOSPITALITY	£ -	£ -	£0.00
PROJECTS	£ 9,475.21	£ 9,475.21	£0.00
GRANTS	£ 11,600.00	£ 11,600.00	£0.00
COMMUNITYBREW	£ -	£ -	£0.00
VAT	£ 2,007.02	£ 2,007.02	£0.00
	£ 40,781.04	£ 40,781.04	£0.00

CLERK

SIGN

DATE

CHAIRMAN

SIGN

DATE