

LLANVACHES COMMUNITY COUNCIL

Email llanvachesclerk@gmail.com
www.llanvachescommunitycouncil.org.uk

11th June 2026

Dear Councillor

You are hereby summoned to attend the **Ordinary** Meeting of Llanvaches Community Council to be held in the Church Hall, Llanvaches on **Tuesday, 16th June 2026 at 7.00pm**, for the purpose of transacting the following business.

Yours faithfully



Lucy James
Clerk to Llanvaches Community Council

Agenda

- 4167 Apologies for absence**
- 4168 Declarations of interest in items on the agenda**
- 4169 Co-option**
To consider the co-option of candidates for the office of Community Councillor to fill the vacancies at Llanvaches Community Council.
- 4170 Minutes**
To approve the [minutes of the Ordinary meeting of Council on Tuesday, 19th May 2026](#).
- 4171 Matters arising from the minutes**
To report matters arising from the minutes of the ordinary meeting on Tuesday, 19th May 2026 not on the agenda, *for information only*.
- 4172 Financial Matters**
- a. Payment of Accounts**
To confirm [payments due for June 2026](#).
 - b. Cash Book and Bank Reconciliation**
 - i. To approve the [receipts and payments for May 2026](#) .
 - iv. To approve the [bank reconciliation for May 2026](#).
 - c. Internal Audit 2025/2026**
To consider the [report from the Internal Auditor in respect of the Council's accounts for the financial year ending 31st March 2026](#).
 - d. Annual Governance Statement**
To complete the [Annual Governance Statement / Checklist](#) for the Financial Year End (page 2 of the Annual Return).
 - e. Year End Accounts and Annual Return**
 - i) To consider the [Year End accounts and Annual Return for the year ending 31st March 2026](#).
 - ii) To sign the Year End Accounts and Annual Return for the year ending 31st March 2026.
 - f. Llanvaches Residents Social Group (LRSG)**
To consider and, if appropriate, agree next steps in regard to the funds held by LCC noting that 5 responses have been received to date expressing their wishes that the funds are given to the church for the maintenance and community events.

4173 Council Management Matters

a. Outstanding queries from previous meetings

To receive and consider any next steps from the [list of outstanding queries awaiting completion](#) following Community Council meetings.

b. Corporate Governance - Review of Internal Control Procedures

In compliance with the Accounts and Audit (Wales) Regulations 2014 to undertake a [review of the Council's systems of internal control. The recommended approach to the review is set out in the Clerk's report.](#)

c. Corporate Governance - Review of Effectiveness of Internal Audit 2025/2026

In compliance with the Accounts and Audit (Wales) Regulations 2014 to undertake a [review of the effectiveness of the Council's internal audit arrangements. The recommended approach to the review is set out in the Clerk's report.](#)

d. Defibrillator

To further consider correspondence regarding the [second defibrillator in the village](#) B/F from 19.5.26.

e. Retention Policy

i. To approve the [Retention Policy](#).

ii. To note the [current documents currently being held in the archive boxes](#)

f. Clerk handover

To consider arrangements for the handover of documents from the Clerk on the 1st July 2027.

4174 Ward Member Report

To receive an update from the Ward Councillors on any issues relating to the village.

4175 Playing Field Matters

a. Fortnightly Inspection Report

To consider the fortnightly inspection report – *emailed to members prior to the meeting.*

4176 Public Participation

Members of the public are invited to address the Community Council for a maximum of 15 minutes and may ask one question plus a related supplementary question.

4177 Matters of local interest or concern

4178 Correspondence List

To receive and consider [correspondence set out in the schedule](#).

4179 Planning Matters

a) Revised Local Development Plan

To receive any updates.

b) Planning Applications

[App Number: 26/0197](#)

Address: Penhow Film Studios Old Turnpike Road Llanvaches Newport South Wales

Proposal: CHANGE OF USE TO COMMERCIAL DOG WALKING FIELD AND ASSOCIATED WORKS

4180 Further comments for future consideration - items for next meeting

4181 Date of next meeting

To confirm arrangements for the ordinary meeting of Llanvaches Community Council to be held on 21st July 2026.