

Annual Return for the Year Ended 31 March 2026

Accounting statement 2025-26 for:

Name of body: **Goetre Fawr Community Council**

| | Year ending | | Notes and guidance |
|--|-------------------|-------------------|--|
| | 31 March 2025 (£) | 31 March 2026 (£) | |
| Statement of income and expenditure/receipts and payments | | | |
| 1. Balances brought forward | 22788 | 23206 | Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year. |
| 2. (+) Income from local taxation/levy | 45000 | 49000 | Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies. |
| 3. (+) Total other receipts | 14035 | 12979 | Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants. |
| 4. (-) Staff costs | 23493 | 24473 | Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses. |
| 5. (-) Loan interest/capital repayments | 0 | 0 | Total expenditure or payments of capital and interest made during the year on external borrowing (if any). |
| 6. (-) Total other payments | 35124 | 28072 | Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5). |
| 7. (=) Balances carried forward | 23206 | 32640 | Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6). |
| Statement of balances | | | |
| 8. (+) Debtors | 0 | 0 | Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end. |
| 9. (+) Total cash and investments | 23206 | 32640 | All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation. |
| 10. (-) Creditors | 0 | 0 | Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end. |
| 11. (=) Balances carried forward | 23206 | 32640 | Total balances should equal line 7 above: Enter the total of (8+9-10). |
| 12. Total fixed assets and long-term assets | 63785 | 58185 | The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March. |
| 13. Total borrowing | 0 | 0 | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB). |

Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, that for the year ended 31 March 2026:

| | Agreed? | | 'YES' means that the Council: | Toolkit |
|---|---------|-----|---|------------|
| | Yes | No* | | |
| 1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities. | | | Has consulted with the community and focussed its activities to meet the community's needs | A, C |
| 2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities. | | | Ensures that councillors understand and are equipped to deliver their roles and responsibilities. | B |
| 3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at [insert name of website]. | | | Is transparent about its activities and provides the public with all information required by law | A, C, D, E |
| 4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members. | | | Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so | |
| 5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees. | | | Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services. | B, E |
| 6. We have put in place arrangements for: <ul style="list-style-type: none"> • Effective financial management including the setting and monitoring of the Council's budget and preparation and approval of the annual accounts • Maintenance and security of accurate and up to date accounting and other financial records • Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council. | | | Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year and has prepared and approved its accounts in accordance with legislation | D |
| 7. We have maintained an adequate system of internal control and management of risk, including: <ul style="list-style-type: none"> • measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments • assessment and management of risks facing the Council • an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements. | | | Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body. | D, E |
| 8. We have taken appropriate action on all matters raised in previous reports from internal and external audit. | | | Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors. | D, E |
| 9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014. | | | Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General. | E |
| 10. General power of Competence – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021 | | | Meets the eligibility criteria to exercise the general Power of Competence | E |

* Please include an explanation for any 'No' answers

Additional disclosure notes

Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2025-26 was £11.10 per elector.

In 2025-26, the Council made payments totalling **£50** under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2. Item 1 - Community Vision

Whilst we have published a 'vision' in our annual report, this is not as a direct result of a specific consultation with the electorate. Although we continue to engage on specific community initiatives, Councillors do not consider that this adequately meets the required level of consultation on which to base a community vision.

3 Item 10 - General Power of Competence

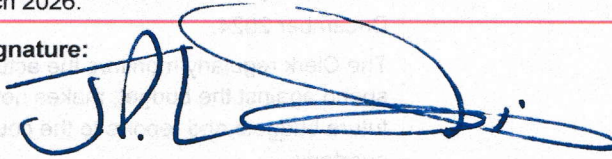
Unfortunately, following the resignation in September 2023 of a Councillor previously elected unopposed, the Council no longer met the 'Democracy' criteria to hold the General Power of Competence. The Community Council therefore had to rely on s137 where necessary from May 2024. However, following the loss of a co-opted Councillor in the late spring of 2025, an election was held in August when a new Councillor was duly elected. As a result, the Democracy criteria was again met, and with all three eligibility requirements now achieved, the Council passed a proposal to re-adopt the General Power of Competence at its September 2025 Council meeting.

Trust Funds

| | | | | |
|---|-----|----|-----|--|
| Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit. | Yes | No | N/A | We have been advised by Wales Audit to tick the 'Yes' box. However, we act solely as a Custodian Trustee of the lease for the village Community Centre (owned by Monmouthshire County Council). We do not manage any funds, nor do we have any role in the management of the Centre. |
|---|-----|----|-----|--|

Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

| | |
|--|---|
| Certification by the RFO I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2026. | Approval by the Council I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference: |
| RFO signature:  | Minute ref: |
| Name: JONATHAN LAZENSKY | Chair signature: |
| Date: 08/06/26 | Date: |

* Please include an explanation for any 'No' answers

Annual internal audit report to:

Name of body: **Goetre Fawr Community Council**

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2026.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

| | Agreed? | | | | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|---|---------|-----|-----|---------------|--|
| | Yes | No* | N/A | Not covered** | |
| 1. Appropriate books of account have been properly kept throughout the year. | X | | | | Comprehensive records are kept by the Clerk via Cash Flow and Audit spreadsheets which were provided to me. The payment transactions are presented at the next council meeting and recorded in the Minutes. |
| 2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for. | X | | | | Payments are supported by invoices, folio numbers on invoices match the folio numbers on the Audit spreadsheet and bank statements. All expenditure was recorded in the monthly minutes, additional/emergency costs/expenses were approved and recorded in the minutes. VAT was shown separately in the Cashbook and is reclaimed from HMRC annually |
| 3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. | X | | | | There is a Risk Assessment Schedule in place, last updated in January 2026. The most recent updates are clearly highlighted and the schedule is circulated. The Schedule is updated regularly throughout the year as risks are identified. |
| 4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate. | X | | | | A draft budget for 2025-26 was agreed in December 2024. The Clerk regularly monitors the actual spend against the budget, makes notes for future budgets and reports to the council quarterly. The reserves held were Circa 37% of the forecast gross expenditure and considered to represent an adequate short-term reserve. |

* Please include an explanation for any 'No' answers

| | Agreed? | | | | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|---|---------|-----|-----|---------------|---|
| | Yes | No* | N/A | Not covered** | |
| 5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for. | X | | | | All expected income has been recorded in the Cashbook and Audit spreadsheet. |
| 6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for. | | | X | | N/A |
| 7. Salaries to employees and allowances to members were paid in accordance with contracts/ minuted approvals, and PAYE and NI requirements were properly applied. | X | | | | <p>Payroll is run by Beverley & Williams Accountants Ltd who notify the Council of monies due to HMRC for tax and NI, provide payslips, P60's and P32's.</p> <p>They also run the Workplace Pension Scheme which is held with NEST. The redeclaration is due in 2026.</p> <p>Mandatory allowances were claimed by four of the eight Members, as all 4 Councillors were able to claim them tax free, they were not paid through the payroll.</p> <p>The Standing Order for one employee was stopped and manual payments made each month as their net wage was liable to change each month due to their tax liability, thus ensuring accurate payments were made.</p> |
| 8. Asset and investment registers were complete, accurate, and properly maintained. | X | | | | <p>The council has an insurance policy with Zurich which is due for renewal February 2027</p> <p>The Asset Register has assets listed totalling £308,683, the insurance held is more than this value, as would be expected as items will be replaced on a new for old basis.</p> <p>It is suggested that the blanket 5% increase in price of goods insured is checked to make sure it is still relevant in the economic climate we are in and will cover any additional costs in the case of a claim.</p> |

* Please include an explanation for any 'No' answers

| | Agreed? | | | | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|--|---------|-----|-----|---------------|---|
| | Yes | No* | N/A | Not covered** | |
| 9. Periodic and year-end bank account reconciliations were properly carried out. | X | | | | The Clerk prepares monthly and year-end cashflows and bank reconciliations that are approved by the Finance Committee at their quarterly meetings and then presented to the full council at its next meeting. |
| 10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded. | X | | | | The Council prepares accounting statements on a receipts and payments basis which is appropriate for the size of council. The Cashbook entries were supported by a clear and easy to follow audit trail. |
| 11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee. | X | | | | The Council acts solely as a Custodian Trustee of the lease for the village Community Centre. It does not manage any funds, nor does it have any role in the management of the Centre. |

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:


| | Agreed? | | | | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|-----|---------|-----|-----|---------------|--|
| | Yes | No* | N/A | Not covered** | |
| 12. | | | | | |
| 13. | | | | | |
| 14. | | | | | |

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2025-25 and 2026-26. I also confirm that there are no conflicts of interest surrounding my appointment.

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| Name of person who carried out the internal audit: Jenny Papamichail |
|  |
| Signature of person who carried out the internal audit: |
| Date: 08/05/2026 |

* Please include an explanation for any 'No' answers