



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

C/o C Mortimer, Clerk to the Council
38 Nant Fawr Road, Cyncoed. Cardiff CF23 6JR
Email: mortic1@caerphilly.gov.uk Tel: 07933 725094

10th January 2024

Dear Chair and Members of Llanbradach & Pwllypant Community Council

You are summoned to the **ORDINARY FULL COUNCIL MEETING** of Llanbradach & Pwllypant Community Council held on **MONDAY 15th JANUARY 2024 at 7.00pm** at Llanbradach Community Centre. The meeting will be in 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 electronically or in person but are required to contact the Clerk prior to the meeting for the link.

The link for Members is contained within the main body of your email alongside attached agenda papers.

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

Yours sincerely

Ceri Mortimer
Clerk to the Council

AGENDA

1 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.

2 Apologies

3 Resolution required for the exclusion of press and public due to the nature of confidentiality nature in relation to the next item.

(i) Co-option vacancy – Informal Interview

4 Audit Year Ended 31st March 2022

(i) To receive and note correspondence from Wales Audit

(ii) To receive and note completed and signed off Annual Return for year ended 31st March 2022, from Audit Wales, with no matters arising.

(iii) To receive Notice of Conclusion of Audit which will be displayed on our notice board for a period of at least 14 days from 15th January 2024, and published on our website indefinitely.

5 Precept 2024/25

(i) To receive and note Council Tax Base Notification from Caerphilly County Borough Council (CCBC)

(ii) To receive Clerk's Precept Report

(iii) To receive Appendix A which outlines:

a) Actual spend to date as at 03/01/2024 – approval required

b) Projected spend to 31st March 2024 – approval required

c) Proposed Budget for 2024/25

A council resolution is required to determine the level of precept and the use of earmarked reserves.

6 Next meeting Date: ORDINARY Meeting on Monday 12th February 2024, 6.15pm at Llanbradach Community Centre.