

# Cyngor Cymuned Llanddewi Brefi Community Council

**Annual report 2024-2025**

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## Introduction

The Local Government and Elections (Wales) Act 2021, Section 52, requires Community Councils in Wales, as soon as reasonably practicable after the end of each financial year, to prepare and publish an annual report about the Council's priorities, activities and achievements over the previous year.

## Chair of the Council 2025

Cllr Dafydd Lloyd-Jones.

## Organisation of the Council

Llanddewi Brefi Community Council consists of ten Councillor members and employs a part-time Clerk as Proper Officer and Responsible Financial Officer.

The Community Council is the Burial Authority with responsibility for Llanddewi Brefi Cemetery, and also employs a part-time Burial Clerk, and Village Hall cleaner.

The Community Council is also Sole Trustee of the Llanddewi Brefi Village Hall and Recreation Ground charity. The activities of the charity are distinct from the responsibilities of the Community Council, but all Councillors are members of the Committee of Management, which holds separate meetings and submits reports to ordinary Council meetings.

The Council can be contacted by email to [clerk@llanddewibrefi.org](mailto:clerk@llanddewibrefi.org)

## Councillors

During the reporting period, the Council comprised:

- Chair: Cllr. Dafydd Lloyd Jones (from May 2024)
- Vice-Chair: Cllr. Rhodri Evans (from May 2024)
- Members: Cllrs. Bethan Griffiths (Chair to May 2024), Pat Parry, Eirwen James, John Griffiths, Emmanuel Kincaid, Caryl Jones, Gareth Jones, Angela Evans (resigned March 2025)

Contact details for all members are published on the Council's website at <https://www.llanddewibrefi.org/community-council/council-members/>

## Meetings of the Council

Ordinary Meetings are normally held on the second Monday of every month, with the exception of August.

Agendas and minutes were issued electronically by email and published on the Council's website. Hybrid Meetings were held throughout the year, with provision for remote attendance by Councillors and members of the public in accordance with chapter 4 of the Local Government and Elections (Wales) Act 2021.

Eleven ordinary meetings were held during the year to 31/03/2025, in addition to the Annual Meeting in May.

Six extraordinary meetings of full council were also held, in addition to three meetings of the Council’s boundary review committee to draft responses to the Ceredigion Community Review Draft Proposals.

Declaration of member’s interests and attendance at meetings is noted in the following table, which includes links to agendas and minutes published on the Council’s website at [Llanddewibrefi.org](http://Llanddewibrefi.org):

<b>Meetings of Llanddewi Brefi Community Council 01/04/2024-31/03/2025</b>											
<b>Agenda</b>	<b>Minutes</b>	<b>Attendance</b>									
		<b>Caryl Jones</b>	<b>Beth Griffiths</b>	<b>Rhodri Evans (Vice-Chair from 05/2024)</b>	<b>Emmanuel Kincaid</b>	<b>Dafydd Lloyd Jones (Chair from 05/2024)</b>	<b>John Lloyd Griffiths</b>	<b>Eirwen James</b>	<b>Angela Evans (to March 2025)</b>	<b>Gareth Jones</b>	<b>Pat Parry</b>
<a href="#">Agenda 10/03/2025</a>	<a href="#">Minutes 10/03/2025</a>	P	A	A	P	P	P	P		P	A
<a href="#">Agenda 10/02/2025</a>	<a href="#">Minutes 10/02/2025</a>	P	A	P	P	P	A	P	A	A	A
<a href="#">Agenda 13/01/2025</a>	<a href="#">Minutes 13/01/2025</a>	P	A	P	P	P	P	P	A	P	P
<a href="#">Agenda 09/12/2024</a>	<a href="#">Minutes 09/12/2024</a>	P	P	P	D	P	A	P	A		A
<a href="#">Agenda 11/11/2024</a>	<a href="#">Minutes 11/11/2024</a>	P	A	P	D	P	P	P	P	P	A
<a href="#">Agenda 21/10/2024</a>	<a href="#">Minutes Extraordinary meeting 21/10/2024</a>	P	A	P	D	P	P	P	P	P	P
<a href="#">Agenda 07/10/2024</a>	<a href="#">Minutes 07/10/2024</a>	P	A	P	D	P	P	P	P	P	P
<a href="#">Agenda 01/10/2024</a>	<a href="#">Minutes Extraordinary meeting 01/10/2024</a>	A	A	A	D	P	A	P	P	A	P
<a href="#">Agenda 16/09/2024</a>	<a href="#">Minutes 16/09/2024</a>	P	P	P	D	P	A	P	P	P	P
<a href="#">Agenda 12/08/2024</a>	<a href="#">Minutes Extraordinary meeting 12/08/2024</a>	P	P	A	D	P	A	P	P	A	P
	<a href="#">Minutes Extraordinary meeting 08/07/2024</a>	A	A	P	D	P	P	P	P	P	A

Meetings of Llanddewi Brefi Community Council 01/04/2024-31/03/2025											
Agenda	Minutes	Attendance									
		Caryl Jones	Beth Griffiths	Rhodri Evans (Vice-Chair from 05/2024)	Emmanuel Kincaid	Dafydd Lloyd Jones (Chair from 05/2024)	John Lloyd Griffiths	Eirwen James	Angela Evans (to March 2025)	Gareth Jones	Pat Parry
<a href="#">Agenda 08/07/2024</a>	<a href="#">Minutes 08/07/2024</a>	A	A	P	P	P	P	P	P	P	A
<a href="#">Agenda 10/06/2024</a>	<a href="#">Minutes 10/06/2024</a>	P	P	P	P	A	P	P	A	A	P
<a href="#">Agenda 13/05/2024</a>	<a href="#">Minutes 13/05/2024</a>	P	P	P	P	P	P	P	P	A	P
<a href="#">Agenda Annual meeting 13/05/2024</a>	<a href="#">Annual Meeting Minutes 13/05/2024</a>	P	P	P	P	P	P	P	P	A	P
<a href="#">Agenda 10/05/2024</a>	<a href="#">Minutes Committee meeting 10/05/2024</a>		P	P	P	P	P			A	A
<a href="#">Agenda Boundary Review Committee 26/04/2024</a>	<a href="#">Minutes Committee meeting 26/04/2024</a>		P	P	P	P	A	P		A	A
<a href="#">Agenda Boundary Review Committee 22/04/2024</a>	<a href="#">Minutes Committee meeting 22/04/2024</a>		P	P	P	P	A			A	A
<a href="#">Agenda 15/04/2024</a>	<a href="#">Minutes Extraordinary meeting 15/04/2024</a>	P	P	P	P	P	A	P	P	A	A
<a href="#">Agenda 08/04/2024</a>	<a href="#">Minutes 08/04/2024</a>	A	P	P	P	P	A	P	P	P	P
<a href="#">Agenda 02/04/2024</a>	<a href="#">Minutes Extraordinary meeting 02/04/2024</a>	A	P	P	P	A	A	P	A	P	P
	Present (P)	13	12	18	21	18	12	19	11	10	11
	Apologies (A)	5	9	3	0	3	9	0	6	10	10
	Declaration of Interest (D)	1	0	3	3	0	1	0	0	0	0

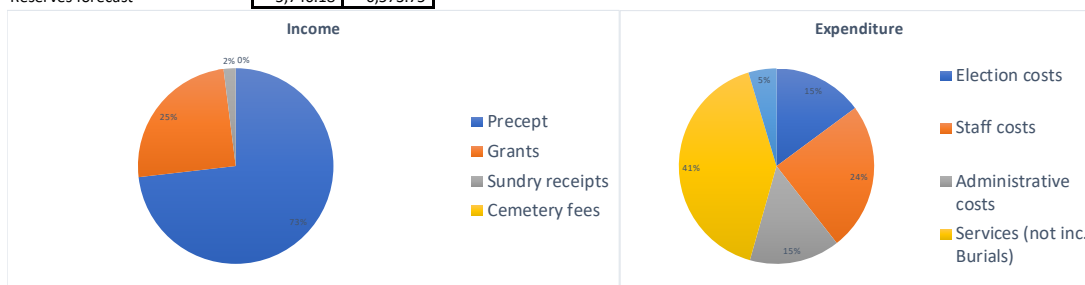
Financial report

Budget Outturn

**BUDGET OUTTURN 2024/25**

at 31/03/2025

	RECEIPTS					PAYMENTS			
	2024/25		Variance	2025/26		2024/25		Variance	2025/26
	Budget	Outturn at 31 March 2025		Budget	Budget	Outturn at 31 March 2025	Budget		Budget
VAT-Reclaimable	1,259.35	1,097.15	- 162.20	1,271.56	Insurance-Zurich	382.84	353.62	- 29.22	366.00
Precept 24/25	14,400.00	14,400.00	-	18,000.00	Staff costs (inc. PAYE)	4,443.52	5,020.95	577.43	5,100.89
Less election costs	-	-	-	-	ICO (data Controller)	35.00	35.00	-	35.00
Cemetery Grant	2,111.88	2,111.88	-	2,452.71	One Voice Wales	141.70	136.00	- 5.70	141.00
					Wreaths (s137 donation to RBL)	27.25	50.00	22.75	-
					Wreaths (disbursements to be reclaimed)	-	275.00	275.00	-
CAVO Warm spaces		1,000.00	1,000.00		Telephone &				
<u>Cemetery Fees</u>					Broadband -BT [2]	665.97	681.83	15.86	705.69
Burials		1,340.00	1,340.00		Defibrillator (Battery + pads)		423.42	423.42	
Plots		-	-		Stationery	109.12	102.40	- 6.72	105.98
Head stones		-	-		Election Costs 2023	3,041.00	3,041.85	0.85	-
					Audit Commission	225.00	508.00	283.00	400.00
Bank Interest	82.91	163.24	80.33	163.24	Chair's Allowance	54.50	50.00	- 4.50	50.00
Wayleave-BT	4.80	4.80	-	4.80	Hire of Hall [3]	520.00	-	- 520.00	520.00
Wayleaves-WP	14.01	14.45	0.44	14.45	Christmas Tree	25.00	25.00	-	25.00
Recycling	96.40	-	- 96.40	-	Xmas lights event [4]	141.70	106.90	- 34.80	110.64
Wreaths (reimbursement)		225.00	225.00		Bank Charges [5]	147.88	152.00	4.12	157.32
Youth club		209.65	209.65		Web Site-domain	17.52	14.39	- 3.13	14.89
Donations (Defibrillator fund)		1,772.43	1,772.43		Web Site-hosting	58.44	84.00	25.56	86.94
					Web Site-maintenance				
Cymru Football Foundation Grant		29,462.61	29,462.61		Zoom meetings [15]	152.91	171.49	18.58	161.34
Village hall contribution-CFF grant works		12,562.00	12,562.00		Office 365 [17] (Norton AV)	81.74	74.99	- 6.75	77.61
Village hall loan-CFF grant works		5,000.00	5,000.00		Training [12]	190.00	-	- 190.00	190.00
Ser Dewi contribution-CFF grant works		4,000.00	4,000.00		<u>Cemetery</u>				
					Grass Cutting [6]	5,736.00	5,736.00	-	5,736.00
					Burials		790.00	790.00	
					Welsh Water	37.56	33.14	- 4.42	34.30
					Hedge Trimming	228.90	216.00	- 12.90	223.56
					Hall legal fees [8]		-	-	3,000.00
									586.08
					Grit Bin re-fill	73.07	-	- 73.07	-
					Planning		230.00	230.00	
					Street lights 2025				281.15
					Street lights 2024 [10]	271.65	-	- 271.65	-
					Donations budget(s2/137 LGA)[11]	1,635.00	900.00	- 735.00	1,635.00
					CFF Grant project		41,249.64	41,249.64	
					Youth club-Supplies/ hire	240.00	-	- 240.00	240.00
<b>TOTAL</b>	<b>17,969.35</b>	<b>73,363.21</b>	<b>55,393.86</b>	<b>21,906.76</b>		<b>18,683.26</b>	<b>60,461.62</b>	<b>41,778.36</b>	<b>19,984.41</b>
Balance C/FWD	8,086.18	7,169.95							
Cashflow	- 713.91	12,901.59							
Balance	7,372.27	20,071.54							
Less Youth Club reserve funds	- 243.94	- 361.45							
Less Defibrillator reserve funds	- 1,388.15	- 2,807.73							
Less village hall loan 24/02/2025		- 5,000.00							
Less forecast final CFF payments		- 17,264.00							
Add forecast final CFF grant claim		11,935.39							
Reserves forecast	5,740.18	6,573.75							



Income and expenditure charts exclude directly reimbursed and CFF grant project loans and costs

### Expenditure under S137 Local Government Act 1972

The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2024-25 is £10.81 per elector, and the current community council arrangements in Llanddewi Brefi consist of a total electorate of 513.

The usual annual donation was made to the Royal British Legion, and grants for financial assistance totalling £950.00 were awarded by the Council to the following local organisations using powers under s.137 of the Local Government Act 1972:

- Young Farmers Club – Bonfire night fireworks
- Gogerddan Hunt

### Payments to members

Under the Local Government (Wales) Measure 2011, community and town councils are relevant authorities for the purpose of remuneration.

Consequently, individuals who have accepted office as a member of a community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales (IRPW).

In the IRPW report dated February 2021, Determination 42 required that all community and town councils must make available a mandatory annual payment to each of their members as a contribution to costs and expenses.

In accordance with Determination 4 of the IRPW annual report published in February 2023, all members gave notice that they did not wish to receive the mandatory basic payment for the financial year 2024/2025.

In addition to the Chairman's allowance of £50, the only other payments to members in relation the year to 31/03/2025 were reimbursements for items or services purchased on behalf of, and authorised by the Council, and recorded in the minutes.

### Training

A Council training plan, to address core areas of knowledge relating to Code of Conduct and financial management and governance, has been approved in accordance with statutory duties under section 67 of the Local Government and Elections (Wales) Act 2021, and this plan is reviewed annually.

### Governance

The Council received an unqualified audit opinion for 2023-2024 from Audit Wales.

#### An unqualified audit opinion means that:

On the basis of the audit, in the auditor's opinion no matters have come to their attention to give cause for concern that, in any material respect, the information reported in the Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;

- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

The full [audit report](#), and the [Notice of conclusion of audit](#) and right to inspect the annual return for the year ended 31 March 2024 were published on the Council's website on 12/11/2024.

The following reviews are carried out during the year:

- Risk assessment
- Asset register
- Internal Auditor's terms of engagement and appointment

Budget reviews were also carried out throughout the year and formed the basis of setting the precept of £18,000 for 2025-26. The demand for the current year includes funding earmarked for advice on re-structuring the governance of the Village Hall and Recreation Ground.

### Community Engagement

The Council upheld a strong commitment to openness and accessibility by ensuring monthly ordinary meetings were publicised and conducted transparently. Additional extraordinary and committee meetings addressed urgent and specific matters.

Efforts were made to increase public involvement through:

- Hosting well-attended public consultations on proposed wind energy developments
- Circulating information through the website, social media, and physical notices
- Creating opportunities for residents to address councillors directly at meetings
- Supporting events that brought the community together and facilitated informal dialogue

In October, a dedicated public session allowed residents to discuss Community Benefit Structures (CBS) related to windfarm development proposals. Though no consensus was reached on CBS terms, the meeting served as a platform for open exchange and demonstrated the Council's willingness to listen and adapt.

The Remembrance Day Service was held on 11/11/2024 at the War Memorial in the cemetery, led by the Chair of the Council. Local organisations and residents placed wreaths at the memorial.

### Planning and Local Development

The Council reviewed and responded to statutory consultations regarding local planning applications with the aim of ensuring that development aligns with the community's character and infrastructure capacity.

Objections were raised against proposals likely to reduce community services or exacerbate parking issues, while others were conditionally supported. Environmental impact and biodiversity considerations were factored into all major responses.

Links to planning information are provided on its website:

<https://www.llanddewibrefi.org/community-council/planning-applications/>

## Key Achievements and Projects

### Village Hall and Recreation Grounds

- The Council secured substantial grant funding from Cymru Football Foundation, and the Village Hall charity secured match funding from Ceredigion County Council, to refurbish the changing rooms and construct a new storage facility at the back of the spectator stand.
- Detailed planning, including architectural design, procurement procedures, and contractor engagement, was managed with transparency and oversight.
- Collaboration with Dewi Stars Football Club ensured that the new facilities meet the needs of multiple user groups, including youth and women's teams.
- In addition to physical improvements, as Sole Trustee of the Village Hall charity, a committee of the Council considered future governance models for the Hall, including potential reconstitution as a Charitable Incorporated Organisation (CIO) to improve access to funding and simplify management structures.
- The Village Hall charity also secured substantial 100% funded energy efficient improvements through the Boosting Energy Efficiency in Ceredigion's Community Buildings (BEECCB) programme, installing insulation, energy efficient lighting, battery storage and an additional Solar PV array.

### Boundary Commission Consultation

- In response to proposed changes to community boundaries, the Council held multiple extraordinary sessions, established a sub-committee, and submitted a detailed, evidence-based report to the Ceredigion Community Review 2023 by Democracy and Boundary Commission Cymru (DBCC).
- Feedback from residents, historical context, and logistical concerns were incorporated into the submission. Materials were also made publicly accessible to promote transparency.
- Final recommendations were published on 09/10/2024 <https://www.dbcc.gov.wales/reviews/10-24/ceredigion-community-review-final-recommendations>, with the proposed changes taking effect following local elections in May 2027, subject to final approval by the Welsh Ministers.

### Governance and Financial Oversight

- The annual audit for 2023–2024 was completed and approved with no significant issues raised.

- Financial monitoring was carried out monthly, with detailed reports on income, expenditure, reserves, and cash flow.
- Key decisions included the allocation of reserves for match funding, grants for community groups, and necessary infrastructure repairs.
- Council has adopted updated Standing Orders, and reviewed its Risk Register.
- Please see attached financial statements and accounts.

#### Community Safety and Well-being

- Regular engagement with the local PCSO enabled effective reporting of incidents and delivery of community policing updates.
- Traffic monitoring, anti-social behaviour reports, and illegal dumping were addressed collaboratively with county authorities.
- The Council also took a proactive stance on the condition and future of the public conveniences, liaising with CCC on management options.
- the Council has maintained and checked the Public Access Defibrillator situated on the square.

#### Environment and Biodiversity

- The Llanddewi Brefi Community Garden was celebrated, as a model of community-led environmental cohesion.
- Council reviewed and reaffirmed its Biodiversity Duty Plan under the Environment (Wales) Act 2016, ensuring it aligns with updated objectives.
- Discussions continued on reducing herbicide use and increasing natural planting to benefit pollinators and wildlife.

#### Events and Public Engagement

- The Council supported Christmas lighting and social events that fostered local pride and cohesion. The Council placed a Christmas Tree and lights on the square, kindly donated by Richard Elliot, and organised a Christmas lights competition, with a prize hamper donated by members.
- A Santa visit and grotto was also arranged at the village hall, with mince pies and mulled wine served by The New Inn.
- Funding and logistical support were also provided to Youth Club events, Young Farmer's Club, Ti a Fi sessions, Gogerddan Hunt and local sports fixtures.

#### Village Maintenance and Infrastructure

- Ongoing reporting of road defects, street lighting outages, and signage issues were tracked and relayed to Ceredigion County Council.

- Maintenance work on benches, bins, and footpaths was coordinated to improve public amenities.
- Issues concerning the cemetery, including plot availability and maintenance, were reviewed and documented. The Council maintained the grassed areas of the cemetery and churchyard, in addition to the playing fields and playground areas.

#### Strategic Communications

- Internal communication among councillors was streamlined with a dedicated WhatsApp group.
- Public communication was enhanced through social media updates, printed notices, and digital document sharing to ensure residents were kept informed.
- Members maintained and updated the Community Website throughout the year.

#### Council's Priorities for 2025-2026

The final proposals by the Democracy and Boundary Commission Cymru (DBCC) for reorganising Community Councils in Ceredigion will have significant implications for the governance, organisation, and funding of Llanddewi Brefi Village Hall and Recreation Grounds. The Community Council is currently Sole Trustee for the charity and will seek professional advice and consider whether alternative governance structures, e.g. Charitable Incorporated Organisation (CIO), may be more appropriate once the changes are implemented with effect from the next local council elections in 2027.

The Community Council will continue to:

- Promote community resilience through biodiversity initiatives, digital infrastructure, and youth engagement.
- Secure resources and seek to maintain high-quality infrastructure, including defibrillators, toilets, and signage.
- Deepen regional collaboration to address demographic changes, service access, and funding challenges.

#### Conclusion

Throughout 2024–2025, Llanddewi Brefi Community Council has balanced its statutory responsibilities with a forward-looking commitment to community development. With transparent governance, sound financial stewardship, and dedicated member service, the Council has strengthened the foundations for a thriving, sustainable future.

The Council extends heartfelt thanks to residents, volunteers, partner organisations, and all who contribute to the life of our community. We look forward to continuing this work together in 2025–2026.