

Ilston Community Council

Minutes of Annual Meeting held on 28th May 2026

At the Annual meeting of Ilston Community Council, at the Barham Centre, Parkmill on Thursday 28th May 2026 at 7.00 p.m.

Present: Cllr. N Hollett, Cllr. D Ponting, Cllr. R Church, Cllr. S. Mobbs, Cllr. S Pleydell, Cllr. N Huffer (arrived at 7.30) and Cllr. Lloyd

Apologies: Cllr. I Brown and Cllr. B. Beynon – Work Commitments

Also attending: Cllr. L. James (CCS) and Mr P. Sizer - Clerk

In the Chair: Cllr N Hollett

1. Apologies for Absence

Apologies received from: Cllr. I Brown and Cllr. B. Beynon – both due to work Commitments

2. Election of Chairman

The chair Cllr. Hollett offered unless anyone else wished to take the role to stand as Chair again. This was proposed by Cllr. Ponting and seconded by Cllr. Pleydell. Cllr. Hollett thanked the Councillors and agreed to remain in the position.

3. Election of Vice Chairman

Cllr. Ponting and Cllr Church offered their services to the Council to act as Vice Chairs. This was proposed to be accepted by Cllr. Pleydell and seconded by Cllr. Mobbs and agreed by all present.

4. To confirm Clerk to act as Responsible Finance Officer

It was proposed by Cllr. Pleydell and seconded by Cllr. Ponting that the Clerk Mr Paul Sizer remain as the RFO and this was agreed by all present. Mr. Sizer agreed to remain in this position alongside the role as Clerk to the Council.

5. Approve minutes of Annual Meeting held on 29th May 2025

The minutes of the meeting had previous been approved in July 2025.

6. To receive Statement of Accounts for the Year Ended 31st March 2026.

The Clerk advised he had completed all the reports required for the audit this year He would ensure all the documentation was submitted to Audit Wales in Cardiff by the deadline in early July.

The Clerk had met with the Internal Auditor who had audited the Receipt and Payments book against all bank statements and invoices/expense claims/salary payments.

All the accounts were now audited and found to be correct and the Clerk read out the Internal Auditors report as he could not be present at the meeting.

The Internal Auditor's report to the Council stated he was happy with all the accounts presented to him and could find no issues or errors and they represented a true and fair view of the Council's funds and expenses at that time.

The Chair thanked Mr A Hill, in his absence, who had acted as the Internal Auditor for his work this year.

The Clerk presented to the Councillors a copy of:

- The Community & Town Council in Wales report
- Fixed Asset Register
- Income and expenditure report
- Budget for 2024/2025 with actual expenditure and income and variances.

The Clerk had also completed, with the Chair, the Annual Report for 2025 – 2026 and this was presented to the Councillors. Apart from a couple of minor alterations the report was accepted as a true reflection of the Council's achievements over the past twelve months.

The Councillors accepted the documents as accurate and were proposed by Cllr. Pleydell and seconded by Cllr. Lloyd. All Councillors agreed with the Statements of Accounts.

The chair thanked the Clerk for all his hard work in preparing the accounts.

Cllr. Ponting asked if a contribution could be made to the Internal Auditor for his work. This was proposed by Cllr. Ponting and seconded by Cllr. Hollett with no objections.

7. AOB at discretion of the chairman

There was no AoB

8. Time and Date of next meeting

This could not be arranged at this time as the usual date would be after the dissolution of the Community Council. The Council will await further instructions and agree a date if it is required later in the year.