

Llangoedmor Community Council	
Meeting Date:	April 2025
Report Title:	Update on Outstanding Work
Agenda Item Number	6.5.3
Paper Reference	Apr 2025-2
Presented By	Clerk

Introduction

This paper updates the Council on the tasks that impact on Governance at the Council and are currently outstanding.

Background

It was proposed at the January 2025 meeting that the list of outstanding work be updated on a monthly basis, with completed items being marked as finished on the list.

Since the previous report it should be noted that the VAT return for the latter half of 2023-24 and 2024-25 needs to be completed.

Item	Task	Completed
1.	Access to bank account and card	
2.	Cllr conciliation following complaint	
3.	Budget and Precept	6 th Jan 2025
4.	Write specification for new website	
5.	Updating Standing Orders	
6.	Updating Financial Regulations	
7.	Revise Grant Application System and Forms	
8.	Annual Report 2022-23	
9.	Annual Report 2023-24	
10.	Write procedures for the payment of invoices and payroll	
11.	Toilets – electrical and taps	
12.	Tender for path in playground	
13.	Deal with Church of the Holy Cross	
14.	Resolve issues with the equipment in the playground	
15.	Councillor Recruitment	
16.	Development of Playing Fields Charity	
17.	Risk Management work for Internal Auditors	
18.	Translation of minutes into Welsh	
19.	VAT Reclaim 2023-24/2024-25	

Recommendations to the Council

The Council notes the list of outstanding work.