



CROESYCEILIOG AND LLANYRAFON COMMUNITY COUNCIL
CYNGOR CYMUNED CROESYCEILIOG a LLANYRAFON
Caring for the Community

Sian Davies
Clerk of the Council

WOODLAND ROAD SPORTS & SOCIAL CENTRE
CROESYCEILIOG
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Clerk's Report

MONDAY 23.03.2026

Meetings/Events Attended:

None this month

Miscellaneous:

The telephone box live feed removal should commence on 23rd March.

In order to do so, permission was gained from senior Council Members and bank signatories to allow the Clerk to carry out a BACS payment on Councils banking software to quickly progress the project as removal couldn't be scheduled until payment was received. This was an exception to our normal procedure of making payments via cheque only at a meeting, as it was considered an emergency on health and safety grounds to make the box safe for the public asap.

Permissions from all the above Members was sought and received via email, so proof of approval is available for auditors if the transaction is questioned. The payment is being reported to this meeting as per our Standing Orders requirements.

Our Financial Regulations and Standing Order documents are being reviewed at present and are being amended to include a procedure for such an emergency payment to be made in future if necessary. These will be presented for approval at this meeting.

Other business being addressed by Clerk & Administrator:

- Actioning matters arising.
- Preparing for upcoming audits
- Actioning matters reported by individual Councillors where appropriate including reporting the following to TCBC:
 - Broken drain in Llanyrafon
 - Exposed wiring in a bus stop in Croesyceiliog
 - Street lighting out in Croesyceiliog
 - Grass cutting carried out over newly planted bulbs in Croesyceiliog