



## NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87(2))

# VACANCY FOR A COUNCILLOR

### PUBLIC NOTICE IS HEREBY GIVEN

that a casual vacancy has occurred in the office of Councillor for the Penyffordd Community Council following the resignation of Councillor Julie Jones on the 7<sup>th</sup> April 2023

- 1 Rule 5(2) of The Local Elections (Parishes and Communities) (England and Wales) Rules, 2006 now applies.
- 2 The rule allows **TEN ELECTORS** for the Community in which the casual vacancy has arisen to request the Returning Officer to hold an election to fill the vacancy. \* That request must be made within **FOURTEEN DAYS**, calculated in accordance with the rules, \*\* of the date of this notice. The fourteen-day period ends on 1<sup>st</sup> June 2023
- 3 If no request is made the Community Council must, as soon as practicable after the expiry of the fourteen-day period, co-opt a person to fill the vacancy.

The Returning Officer's address is Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NR and the telephone number for further guidance is 01352 702329.

Dated:  
11<sup>th</sup> May 2023

Clerk to the Council

\* There is no form of words for this request, which might simply be a letter headed with such words as "We the undersigned being electors for the [Ward of] ... Community, call for an election to fill the vacancy arising from the [death] [resignation] of ...". It is helpful if the ten signatures are accompanied by printed names and addresses

\*\* In calculating the notice period, day one is the day following the date of this notice; a Saturday, Sunday, Christmas Eve, Christmas Day, Good Friday or a Bank Holiday or day appointed for public thanksgiving or mourning shall be disregarded, and the period closes at midnight on the fourteenth day after the date of this notice. Rule 5(2) of The Local Elections (Parishes and Communities) (England and Wales) Rules, 2006 now applies.

**INTERNAL AUDIT REPORT**  
**PENYFFORDD COMMUNITY COUNCIL**  
**2022/23**

The internal audit is carried out by the following testing of the internal controls specified on the Annual Return for local councils in Wales:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year-end testing on the accuracy and completeness of the financial statements
- Where the Council is Sole Trustee of a Charity, checking that the Council has procedures in place to meet its responsibilities as a sole trustee

**Conclusion**

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

**JDH Business Services Limited 24/04/2023**

**INTERNAL AUDIT REPORT  
PENYFFORDD COMMUNITY COUNCIL  
2022/23**

**ACTION PLAN**

	<b>ISSUE</b>	<b>RECOMMENDATION</b>	<b>FOLLOW UP</b>
1	<p>Staff costs includes a tax free allowance paid to the Clerk for home working of £312 and mileage payments totalling £24.30.</p> <p>The annual return has been updated this year to clarify that only taxable allowances are to be included within the staff costs.</p>	<p><i>The annual return should be amended as follows:</i></p> <p><i>Staff costs £39,656</i></p> <p><i>Total other payments £106,298</i></p>	<p><i>Implemented - The annual return was amended by the Clerk prior to our certification of the annual return.</i></p>
<b>Follow up of 2021/22 internal audit recommendations</b>			
1	<p>S137 Payments figure of £6253.31 is incorrect in the disclosure notes of the annual return.</p>	<p><i>The annual return total for S137 payments should be amended to the cash book total of £6523.31.</i></p>	<p><b>Implemented</b></p>

# Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2023

Item 9

## Accounting statements 2022-23 for:

Name of body: PENYFFORDD COMMUNITY COUNCIL

	Year ending		Notes and guidance for compilers
	31 March 2022 (£)	31 March 2023 (£)	
<b>Statement of income and expenditure/receipts and payments</b>			
1. Balances brought forward	163217	154472	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	100739	116851	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	48720	32654	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	28537	39656	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	129667	106298	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	154472	158023	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
<b>Statement of balances</b>			
8. (+) Debtors	0	0	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	154472	158023	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	0	0	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	154472	158023	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	238307	239143	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

## Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2023, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref	
	Yes	No*			
<b>1.</b> We have put in place arrangements for: <ul style="list-style-type: none"> <li>• effective financial management during the year; and</li> <li>• the preparation and approval of the accounting statements.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
<b>2.</b> We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
<b>3.</b> We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6	
<b>4.</b> We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
<b>5.</b> We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
<b>6.</b> We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8	
<b>7.</b> We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
<b>8.</b> We have taken appropriate action on all matters raised in previous reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
<b>9.</b> Trust funds – The body acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2022-23 was £8.82 per elector.

In 2022-23, the Council made payments totalling £\_8800.00\_ under section 137. These payments are included within 'Other payments' in the Accounting Statement.

### 2. The year end balance is higher than expected mainly due to delays with large planned projects for 2022/23 which were delayed:

- Memorial Garden Improvements - £26,964.76. Build work delayed due to ongoing issues with the design and approval from the land owner (Local Authority)
- Millstone Skate Ramps/Pump Track - £30,000.00. Project had been deferred until the current projects were completed. It is expected that this project will progress during 2023/24
- Street Lighting Upgrades - £11,012.00. Awaiting work to be completed and invoices from the Local Authority.
- Community Centre - £15,000.00. This is a community project and a community asset transfer with the Local Authority which is yet to be completed.

### 3.

\* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

## Council/Board/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<p><b>Certification by the RFO</b></p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2023.</p>	<p><b>Approval by the Council/Board/Committee</b></p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:</p>
<p><b>RFO signature:</b></p>	<p><b>Minute ref:</b></p>
<p><b>Name:</b></p>	<p><b>Chair of meeting signature:</b></p>
<p><b>Date:</b></p>	<p><b>Name:</b></p>
<p><b>Date:</b></p>	<p><b>Date:</b></p>



## Annual internal audit report to:

Name of body:

PENYFFORDD COMMUNITY COUNCIL

The Council/Board/Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2023.

The internal audit has been carried out in accordance with the Council/Board/Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/Board/Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			✓		NO PETTY CASH
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓				



	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

\* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\* If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council/Board/Committee are included in my detailed report to the Council/Board/Committee dated 24/04/2023.] \* Delete if no report prepared.

### Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2021-22 and 2022-23. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	JDH BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	JPU Binen Services Ltd
Date:	24/04/2023



**Bank Balances and Accounts for Payment -****May 2023**

Bank Balances	Current	£16,285.50
	Deposit	£158,743.67
	Play Area	£8,924.70

**Payments Received**

18/04/2023	H&J Middleton	Sponsor a Tree	£30.00
21/04/2023	SJ & C Guy	Sponsor a Tree	£30.00
25/04/2023	The Canvas Tent Co	Sponsor a Tree	£60.00
25/04/2023	NJ & JK McLaren	Sponsor A Tree (no 16)	£30.00
28/04/2023	FCC	Precept	£39,840.34

**Bank Transfers**

02/05/2023	Deposit	to Current	£10,000.00
02/05/2023	Deposit	to Play Area	£3,999.00

**Unpresented Cheques/Payments**

Payment Method	Payee	Details	Amount
Bacs	Pottle Plansts	* Sponsor A Tree	£1,092.54
Bacs	RN Electrical	* Service of all cameras & new camera at the Millstone	£3,999.00
Bacs	Cascade Productions	Walks and area leaflet updates	£228.00
Bacs	Planning Aid Wales	Training - O Thompson	£38.50
Bacs	JDH Business Services Ltd	2022/23 Internal Audit	£354.00
Bacs	Printcentre Wales Ltd	Area Leaflet & Circular Walk Printing - Walk 1, 2, 3 & 4	£164.40
Bacs	Mrs G Davies	Expenses	£21.89
Bacs	Mr C Jones	Mileage and Expenses	£15.75
Bacs	Mrs S Hughes	Mileage and Expenses	£160.20
Bacs	Staffing Cost	Apr-23	£3,729.99
Bacs	Zurich Insurance	Annual Insurance Premium (2nd of 5yr LTA)	£1,968.02
Bacs	WoodsWork CIC	Nature Area Management	£340.00
	HSBC	Monthly Charge (april-may)	£5.00
			<b>£12,117.29</b>
<b>PLAY AREA ACCOUNT</b>			
Payment Method	Payee	Details	Amount
	HSBC	Monthly Charge (april-may)	£5.00
			<b>£5.00</b>

**Note:**

\*Payments were approved and processed mid month

Chairman of Council: .....

Vice Chairman of Council: .....

Clerk &amp; RFO: .....

Date: .....

**Payments Authorised by two Bank Signatories**

Bank Signatory: .....

Bank Signatory: .....

**Andrew Farrow**  
Chief Officer (Planning, Environment & Economy)  
Prif Swyddog (Cynllunio, Amgylchedd ac Economi)

Penyffordd Community Council  
3, Old Chester Road  
Ewloe  
Deeside  
CH5 3RU

Your Ref/Eich Cyf  
Our Ref/Ein Cyf /FUL/000736/22  
Date/Dyddiad 20-Apr-2023  
Ask for/Gofynner am Jenni Perkins  
Direct Dial/Rhif Union 01352 703331

Annwyl Syr/Fadam

Dear Sir/Madam

**Deddf Cynllunio Gwlad a Thref 1990 (fel y'i diwygiwyd) - Apêl Adran 78 yn erbyn Gwrthod Cais gan Ddeiliad Ty**

**Town and Country Planning Act, 1990 (as amended) - Apêl o Adran 78 against Refusal of a Householder Application**

**Cyfeirnod Cynllunio:** FUL/000736/22  
**Rhif Cyfeirnod Apêl:** CAS-02668-Z2P0G1  
**Enw'r Apelydd:** S Mason  
**Cynnig:** Two storey side and rear and single storey rear extension  
**Lleoliad:** Style End, Chester Road, Penymynydd, Flintshire CH4 0JZ  
**Dyddiad Dechrau'r Apêl:** 19-Apr-2023

**Planning Ref:** FUL/000736/22  
**Appeal Reference Number:** CAS-02668-Z2P0G1  
**Appellant's Name:** S Mason  
**Proposal:** Two storey side and rear and single storey rear extension  
**Location:** Style End, Chester Road, Penymynydd, Flintshire CH4 0JZ  
**Appeal Start Date:** 19-Apr-2023

Cyfeiriaf at y manylion uchod. Gwnaed apêl i'r Penderfyniadau Cynllunio ac Amgylchedd Cymru (PCAC) yn erbyn penderfyniad Cyngor Sir y Fflint i wrthod rhoi caniatâd cynllunio.

I refer to the above details. An appeal has been made to the Planning & Enforcement Decisions Wales (PEDW) against the decision of Flintshire County Council to Refuse to Grant Planning Permission.

Caiff yr apêl ei phenderfynu ar sail sylwadau ysgrifenedig. Rhestrir y weithdrefn i'w dilyn yn Rhan 3 Rheoliadau Cynllunio Gwlad a Thref (Ceisiadau Atgyfeiriedig a Gweithdrefn Apelau) (Cymru) 2017.

The appeal will be dealt with on the basis of written representations. The procedure to be followed is set out in Part 3 of the Town and Country Planning (Referred Applications and Appeals Procedure) (Wales) Regulations 2017.

County Hall, Mold. CH7 6NB  
[www.flintshire.gov.uk](http://www.flintshire.gov.uk)  
Neuadd y Sir, Yr Wyddgrug. CH7  
6NB [www.siryfflint.gov.uk](http://www.siryfflint.gov.uk)

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-oed i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



Gan fod yr apêl hon yn apêl deiliad tŷ, nid oes cyfle i chi gyflwyno sylwadau. Fodd bynnag, rydym wedi anfon yr holl sylwadau a wnaed i ni ar y cais â PCAC a'r apelydd. Caiff y rhain eu hystyried gan yr Arolygydd wrth benderfynu ar yr apêl.

Os ydych yn dymuno tynnu unrhyw sylwadau a wnaethoch ar y cais yn ôl, mae'n rhaid i chi wneud y cais hwn â PCAC erbyn **11-May-2023**. Gallwch wneud hyn drwy anfon neges e-bost at [PEDW.GwaithAchos@llyw.cymru](mailto:PEDW.GwaithAchos@llyw.cymru) (gan ddyfynnu cyfeirnod yr apêl). Os nad oes gennych fynediad at y rhyngwyd, gallwch ysgrifennu (gan ddyfynnu cyfeirnod yr apêl) i: **Penderfyniadau Cynllunio ac Amgylchedd Cymru, Adeiladau'r Goron, Parc Cathays, Caerdydd, CF10 3NQ.**

Gellir gweld y ddogfennaeth sy'n berthnasol i'r apêl hwn drwy gysylltu â [PEDW.GwaithAchos@llyw.cymru](mailto:PEDW.GwaithAchos@llyw.cymru). Gellir darllen 'Canllaw ar ymgysylltu ag Penderfyniadau Cynllunio ac Amgylchedd Cymru' drwy ddefnyddio'r ddolen ganlynol [https://llyw.cymru/arweiniad-ar-apeliadau-cynllunio-ymgysylltu-ag-penderfyniadau-cynllunio-ac-amgylchedd-cymru?\\_ga=2.176284386.692787103.1639566361-212592132.1639566361](https://llyw.cymru/arweiniad-ar-apeliadau-cynllunio-ymgysylltu-ag-penderfyniadau-cynllunio-ac-amgylchedd-cymru?_ga=2.176284386.692787103.1639566361-212592132.1639566361)

Nod yr PCAC yw ymwneud ag apeliadau yn dilyn y weithdrefn hon o fewn 12 wythnos o ddyddiad cychwyn yr apêl.

Os oes gennych chi unrhyw gwestiynau pellach am y mater uchod, mae croeso i chi gysylltu â'r swyddog ar y rhif ffôn a roddir uchod  
Yn ddiifuant



**Prif Swyddog  
(Cynllunio, Amgylchedd ac Economi)**

As this appeal is a Householder Appeal, there is no opportunity for you to submit comments. However, we have forwarded all the representations made to us on the application to PEDW and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to withdraw any representations you made on the application, you must make this request to PEDW by **11-May-2023**. You can do this by emailing [PEDW.casework@gov.wales](mailto:PEDW.casework@gov.wales) (quoting the appeal reference). If you do not have access to the internet, you can write (quoting the appeal reference) to **Planning & Enforcement Decisions Wales, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ.**

The documentation relevant to this appeal can be viewed by contacting PEDW directly to [PEDW.casework@gov.wales](mailto:PEDW.casework@gov.wales). 'A guide to engaging with Planning & Environment Decision Wales' can also be viewed using the following link <https://gov.wales/planning-appeals-guidance-engaging-planning-and-environment-decisions-wales>

PEDW aims to deal with appeals following this procedure within 12 weeks of the appeal start date.

If you have any further queries regarding the above, please do not hesitate to contact the officer on the telephone number given above.

Yours faithfully



**Chief Officer  
(Planning, Environment & Economy)**