



CYNGOR CYMUNED
PENYRHEOL TRECENYDD ENERGLYN
COMMUNITY COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON THURSDAY, 20th APRIL 2023 AT 6.00 PM
AT PENYRHEOL COMMUNITY CENTRE**

Present: Councillors: G Ead, S J Skivens (Chair), L Whittle

Also present: Helen Treherne (Clerk)

Minute		Action
21.	To receive Chair's welcome and to receive and approve apologies for absence	
	The Chair welcomed Councillors to the meeting. No apologies for absence received. The meeting was not quorate. Resolved: Noted	
22.	To receive declarations of interest in items on the agenda	
	No declarations of interest declared.	
23.	To approve minutes of previous meeting	
	Councillors approved the minutes of the previous meeting held on 19 th January 2023. Resolved: To approve the minutes of the previous meeting	
24.	To discuss matters arising	
	There were no matters arising. Resolved: Noted	
25.	To review budget	
	The budget for 2023/24 was reviewed and approval by Full Council would be recommended. Resolved: To recommend approval of 2023/24 budget by Full Council	
26.	To approve reconciliation of bank statements	
	Cllr Ead informed Councillors that he had reconciled bank statements against invoices/receipts up to December 2022 and that there were no	

	<p>issues to be reported. He would be reconciling the January to March bank statements against invoices/receipts the following week, in readiness for the internal audit.</p> <p>Resolved: To approve reconciliation of bank statements against invoices/receipts.</p>	
27.	To approve quarterly financial statement	
	<p>Councillors reviewed the quarterly financial statement and recommendation for approval by Full Council was agreed.</p> <p>Resolved: To recommend approval of quarterly financial statement by Full Council</p>	
28.	To review for approval at AGM	
	<p><u>Direct Debits</u></p> <p>Councillors reviewed the annual direct debits and agreed that no changes should be made. This would be considered at the AGM.</p> <p><u>Standing orders</u></p> <p>The Clerk had made slight changes to the Standing Orders, ie they now read Chair instead of Chairman. These would now be considered at the AGM.</p> <p><u>Financial regulations</u></p> <p>The Financial Regulations were reviewed in readiness for the AGM. No changes to be recommended.</p> <p>Resolved: To recommend approval at the AGM of the above</p>	
29.	To review annual accounts in preparation for audit	
	<p>The Chair asked to be reminded how long the lease was for the photocopier and was informed that it was for five years. The Clerk was asked to remind him nearer the time so that a discussion could take place regarding renewal.</p> <p>Resolved: Clerk to contact Chair of Committee near renewal time</p>	
30.	To review banking arrangements	
	<p>The Clerk informed Councillors that she was still looking into moving some funds into a second bank in order to provide greater financial protection due to the increase in funds due to the CIL funding, but was having trouble communicating with and accessing the banks. The Clerk agreed to continue to seek a new bank to distribute the funds equally.</p> <p>Resolved: Clerk to continue to seek a new bank</p>	

31.	To discuss CIL and surplus funds	
	<p>CLlr Ead reported that they had not received the invoice for the drainage survey yet.</p> <p>Resolved: Noted</p>	
32.	To agree date of next meeting	
	Date of next meeting was agreed as Thursday, 20 th July 2023 at 6.00 pm.	
	The meeting was concluded at 6.55 pm.	