CYNGOR CYMUNED
PENYRHEOL TRECENYDD ENERGLYN
COMMUNITY COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING**
**HELD ON WEDNESDAY, 30th APRIL 2025 AT 6.15 PM**
**AT PENYRHEOL COMMUNITY CENTRE**

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

**Also present:** Helen Treherne (Clerk)

| Minute | | Action |
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| **20.** | **To receive Chair's welcome and to receive and approve apologies for absence** | |
| | The Chair welcomed Councillors to the meeting. No apologies received.<br><br>**Resolved: Noted** | |
| **21.** | **To receive declarations of interest in items on the agenda** | |
| | No declarations of interest declared. | |
| **22.** | **To approve minutes of previous meeting** | |
| | The minutes of the previous meeting held on 16th January 2025 were approved as a true record.<br><br>**Resolved: To approve minutes of previous meeting** | |
| **23.** | **To discuss matters arising** | |
| | There were no matters arising.<br><br>**Resolved: Noted** | |
| **24.** | **To review budget/annual accounts** | |
| | Councillors reviewed and approved the budget for 2025/26 and recommended approval of 2025-26 budget and 2024-25 annual accounts at the next Full Council meeting.<br><br>**Resolved: To approve 2025/26 budget and recommend approval of 2024-25 annual accounts at next Full Council meeting** | |
| **25.** | **To review bank statement reconciliation (Jan to Mar 2025)** | |
| | Cllr Ead had carried out a bank statement/invoice reconciliation and recommended approval. Councillors approved the bank statement/invoice reconciliation for January to March 2025. | |



Signature of Chair: ______________________________ Date: ________________________

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| | **Resolved: To approve reconciliation of bank statements/invoices from January to March 2025** | |
| **26.** | **To recommend approval of following documents at next AGM** | |
| | **Direct debits for 2025/26**<br><br>**Standing Orders**<br><br>**Financial Regulations**<br><br>**Risk Management Register**<br><br>Councillors reviewed the above documents and recommended approval at AGM.<br><br>**Resolved: To recommend approval of above documents at AGM meeting in May 2025** | |
| **27.** | **To review Annual Return 2024/25 in preparation for internal audit** | |
| | Councillors reviewed the 2024/25 Annual Return and approved the Return for submission to the internal auditor.<br><br>**Resolved: To approve Annual Return for submission to internal auditor** | |
| **28.** | **To review banking arrangements** | |
| | Councillors reviewed banking arrangements and approved recommendation to remain with Cooperative Bank.<br><br>**Resolved: To recommend remaining with Cooperative Bank** | |
| **29.** | **To discuss CIL and Surplus Funds** | |
| | Councillors discussed CIL and surplus funds and recommended further discussion at the next Full Council meeting.<br><br>**Resolved: To discuss CIL further at next Full Council meeting** | |
| **30.** | **To discuss purchase of accounts software for Clerk** | |
| | The Clerk requested approval for trying new software designed specifically for Community Council clerks. This would cost £9.99 per month. Councillors approved and asked the Clerk to look into this further.<br><br>**Resolved: To approve purchase of specialist accounting software at £9.99 per month** | |
| **31.** | **To agree date of next meeting** | |
| | Date of next meeting was agreed as Thursday, 17th April 2025 at 6.00 pm. | |
| | The meeting was concluded at 6.55 pm. | |