CYNGOR CYMUNED GOETRE FAWR COMMUNITY COUNCIL FINANCE COMMITTEE

# MINUTES OF THE MEETING HELD BY TELE-CONFERENCE ON MONDAY 10th JANUARY 2022 @ 18.00

## **Present**: Community Councillors Andy Barnes, Nigel Morrey & Jonathan Lazenby as Clerk/RFO

**Apologies**: Community Councillor Rose Thayers

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|  |  | **ACTION** |
| 1 | Welcome and apologies for absence  The meeting commenced at 6.00pm with the Clerk/RFO welcoming everyone. |  |
| 2 | Approval of Minutes of the Previous Meeting  The minutes of the previous meeting held on Tuesday 5th October, were reviewed and proposed as a true and correct record by Councillor Barnes and seconded by Councillor Morrey | Clerk/RFO |
| 3 | Matters Arising (updates not covered as separate issues under the various agenda items below).   1. Item 7 – The budget for 2022/23 was signed off by Full Council at their December meeting, setting a precept of £37,000. This has now been submitted to MCC and receipt acknowledged. |  |
| 4 | Cashflow update  The Clerk/RFO provided those present with a copy of the Dec 2021 cashflow position, together with the Unity Trust Bank (UTB) statements covering Oct, Nov & Dec 2021. The cashflow balances were verified to the closing balances in the UTB statements at the end of Oct/Nov/Dec 2021, with Councillor Barnes signing to confirm, in accordance with section 2.2 of the Community Council Financial Regulations (Wales).  There was no further comment or observation.  The Clerk also provided a budget projection as at 31.03.22 showing a reduction in the reserves to £20k, representing 57% of this year’s precept (£35k). We will need to bear in mind that, as a result of next year’s boundary changes, approx. £4200, (circa 21% of reserves), will transfer to Llanbadoc. A similar percentage will transfer in from Llanover, but the Clerk’s best estimates are that this will be in the region of only £1700. Therefore, there will be a net outflow of c£2500 early in the new financial year. This was noted by the Councillors present. | Clerk/RFO |
| 5 | Audit 2020/21 update (if available)  The annual return was submitted by the Clerk/RFO on 28th June. Audit Wales subsequently advised T & CC’s that due to Covid they would not be in a position to issue their audit opinion by 30th Sept as required by the regulations. (A statement to this effect has been published on the noticeboards and web site).  The Clerk / RFO advised that, as of today’s date, the audit opinion has still not been received |  |
| 6 | Risk Review (inc Health & Safety schedule)   1. Income (precept) - Third payment of 2021/22 monies (£11667), now received. 2. Insurance to be renewed Jan 2022 from Feb 2022. The Clerk has explored adding the new assets for Llanover and deleting those from Little Mill from May. However, Zurich have advised that it is too early to make these changes. When implemented Zurich have confirmed there will be no mid-term premium supplements, although renewal will likely be £20-£30 more expensive (excluding any inflationary changes). This is possibly down to the cost (c£250) of insuring the cemetery wall at St Bartholomew’s in Llanover for c£56k. Longer term it may be worth considering whether this is justified as it will not cover ‘wear and tear’. However, two bus shelters in the village have been ‘demolished’ by vehicles in the last 20 years. It was suggested that we insure for the time being and consider again at the 2023 renewal. 3. National salary increase for 2021/22 (from 1st April 2021), is still to be confirmed by Employers Association. 1.75% has been tabled as a final offer but not yet accepted by the relevant unions. 4. Little Mill Park - Visual safety checks of children’s play equipment now undertaken by Clerk on a monthly basis. The Ash Tree previously inspected by MCC developed a serious crack in the trunk and so was removed Dec 2021. MCC requested to provide a full tree assessment for the park as it appears other ash trees have first signs of die-back. Clerk to chase report if required. 5. The removal of the asbestos in the public conveniences commenced today and should be complete by the end of the week. This will allow the planned refurbishment to commence w/c 17th January. 6. Timely sign-off of Council papers. Council meeting minutes for July / Oct / Nov remain unsigned. Similarly, the Clerk’s expenses claims for July / Aug / Sep / Oct (totalling £102) remain outstanding.   Health & Safety Checklist   1. Little Mill Park actions as per 6 (iv) above. 2. Ideally, the goal posts require re-fixing in ground. However, they will require moving first to make space for the trampoline (if purchased). Clerk to monitor for any deterioration and seek opinion of full Council.   The Risk Assessment and Health and Safety checklist updates were accepted and proposed by Councillor Morrey and seconded by Councillor Barnes. Clerk/RFO will propose at next week’s Full Council meeting for sign-off. | Clerk/RFO  Clerk/RFO  Clerk/RFO |
| 8 | Date of Next Meeting  **Tuesday** 5th April 2022, 6.30pm - attendance by teleconference | All |

Council member Date:

Clerk / RFO... Date: