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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Minutes of the Finance Committee held at 2pm, February 10 2020 at 1 Penuel Road, Pentyrch

Present: Cllrs Mike Sherwood, Wynford Ellis Owen, Stuart Thomas, J Harrison

In attendance: Helena Fox

1. **To receive apologies for absence:** There were none.
2. **To receive any declarations of interest:** There were none.
3. **To receive the monthly bank reconciliation and bank statements:** Bank reconciliations and statements for accounts to the end of January 2020 were presented, accepted and signed.
 - 3.1. It was **RECOMMENDED** to write-off small sums arising from the transfer from Sage to RBS: £60 of Community Link advert income and £22.04 expenditure to Travis Perkins.
4. **To review the schedule of income and expenditure for January 2020:** this was reviewed and accepted.
5. **To review investment of Council funds:**
 - 5.1. There was £40,276.57 on deposit with the Co-operative Bank.
 - 5.2. At 31.1.2020 there was £11,772.47 in the current account. It was **RECOMMENDED** to transfer £10,000 from the CCLA top up the current account.
 - 5.3. There was £50,252.42 (including £37.89 interest) as at 31.1.2020 in the CCLA account.
 - 5.4. When the Precept for 2020-2021 in received in April it was **RECOMMENDED** to transfer up to £175,000 to the CCLA to maximize interested earned.
6. **To receive an update on Memorial Park:** the work is complete and a hand-over inspection visit took place with the Clerk on 7.2.2020. The final invoice has been received. The final request for payment has been sent to the funder.
 - 6.1. Parc will next explore the purchase of a permanent table tennis table. PCC are not asked to contribute any funds but PCC will help with installation where possible and appropriate.
7. **To authorize for payment invoices and cheques presented by the RFO:** There was none.
8. **To consider any overtime for staff (excluding changes to permanent worked hours):** There was none.

Cllr Harrison joined the meeting

9. **To approve any purchase orders for budgeted items up to £2,000:** Cardiff Council estimate the cost of poll cards should there be a contested election in the Pentyrch Ward at £720. It was **RECOMMENDED** not to order these.
10. **To make recommendations on any budgeted expenditure over £2,000 as previously approved by Main Council:** The Memorial Park invoice of £14,499 had been previously approved and will be refunded from the Entrust grant.
11. **Date of the next meeting:** Monday March 9 2020 at Noon

Signed _____ Dated February 17 2020