

Clerk: Helena Fox
1 Ffordd Penuel
Pentyrch
Caerdydd CF15 9LJ

Ffon 029 2089 1417
Epost: clerk@pentyrch.cc
Gwefan: www.pentyrch.cc

PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

Clerk: Helena Fox
1 Penuel Road
Pentyrch
Cardiff CF15 9LJ

Phone 029 2089 1417
Email: clerk@pentyrch.cc
Website: www.pentyrch.cc

Minutes of the Finance Committee held at 10:30am, January 11 2021 held online via Microsoft Teams

This meeting is held under the following Welsh Statutory Instrument: The Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020

The requirement for the press and public to be present is temporarily suspended but PCC welcomes their attendance.

Present: Cllrs Mike Sherwood, Wynford Ellis Owen, Stuart Thomas, Karen Thomas, Gary Dixon

In attendance: Helena Fox

1. **To receive apologies for absence:** Cllr John Harrison
2. **To receive any declarations of interest:** There were none
3. **To receive the monthly bank reconciliations, statements and petty cash:** Bank reconciliations and statements for accounts for December were presented and accepted. Signatures will be applied digitally.
4. **To receive the schedule of income and expenditure for December 2020:** this was reviewed and accepted.
5. **To review investment of Council funds:** No funds need to be transferred now but this should be looked at in February to cover expenditure to the year end.
6. **To review expenditure/income against budget to 31.12.2020 with explanation of variances and recommend any adjustments:** The following documents had been circulated in advance: Income/expenditure against budget to 31.12.2020; explanation of variances; EMRs; Internal Audit Action Plan. The Committee went through the explanation of variances and made the following **RECOMMENDATIONS:**
 - 6.1. Planning application fee of £230 for noticeboard to be paid from Noticeboards (4550)
 - 6.2. £3,500 be vired to Professional fees (4130) to cover the increased costs of legal fees for the lease between PCC and Creigiau Recreation Charity. The Clerk will detail for the main January meeting the source codes that could include machine tools/maintenance and hire.
 - 6.3. Fields in Trust legal fees of £300 be vired from Creigiau Recreation expenses (4590) to Professional Fees (4130)
 - 6.4. that PCC pay any costs associated with Creigiau Recreation Area for which PCC is legally responsible.
7. **To recommend a budget for 2021-2022:** The latest draft was circulated in advance. The Committee went through the draft in some detail. Following a discussion it was **RECOMMENDED** to set a budget of £198,997.
8. **To recommend a Precept for 2021-2022:** Following a discussion it was **RECOMMENDED** to set a to set a Precept of £175,000 giving a slight reduction in contributions from the community. An alternative would be to keep the Council Tax bands at the same level as 2020-2021 giving a small increase in income for PCC because of household changes during the year.
9. **To authorize for payment invoices and cheques presented by the RFO:** Under the new Welsh Government Regulations and PCC's own emergency delegated powers these are being authorised electronically.
10. **To consider any overtime for staff (excluding changes to permanent worked hours):** none.
11. **To approve any proposed purchases for budgeted items up to £2,000:** There was none.
12. **To make recommendations on any budgeted expenditure over £2,000 as previously approved by Main Council:** there was none.

Date of the next meeting: Monday February 8 2021 at 10:30am.

Signed _____ Dated January 18 2021