

**Minutes of Finance Committee of Llangunnor Community Council held in  
'remotely' at 6.30 p.m. on Monday 19<sup>th</sup> January 2022.**

**PRESENT:** Councillors E. Williams (chair), G Bevan, S. Thomas, H Lewis

**One elector present, in addition to Howard Davies Clerk**

**1. APOLOGIES:** Steven Richards

**2** There were no declarations of interest

**3. Minutes:** Unanimously resolved to approve as a correct record the minutes of the finance committee held on 15 December 2021 - **(minute 0122 F3)**

**4. The** clerk circulated the Financial Report (appendix 1) as of January 2022, which was a prediction of spend until March 31<sup>st</sup>, 2022; he took the members through the statement and answered queries that were raised, the report was unanimously accepted **(minute 0122 – F4).**

**5.**The clerk circulated the document Budget Proposals for 22/23 (appendix 2), the committee discussed its contents and following raising some queries with the clerk it was unanimously moved to accept the proposals **(minute 0122 – F5).** **This Budget has been drawn up of the basis of provisionally a £34000 Capital spend being £20000 on phase 2 improvements to the children's play area, £5000 allocated towards the installation of CCTV at the park, and a further £5000 towards the cost of tidying the bottom boundary area between the skateboard area and the Lewis Morris entrance incorporating landscaping, tree coppicing and replanting with shrubs, flowers, and some trees to create a nature friendly family area. Spending on these projects will be carefully evaluated on an individual basis over the coming 12 months where some but maybe not all will be progressed, within this time frame, but staggered over a longer period. Availability of grant funding to be explored to help with the cost of installing CCTV, and to carry out landscaping works.**

**6.** Following the discussion on the Budget Proposals the members considered the Precept for 22/23. It was recognised that current Council spend exceeds the precept payments received, and if not addressed will deplete reserves, and this will need to be further adjusted in the short to medium term if the Council is to continue to provide the present level of service, and to invest in capital projects for the benefit of the Community. Following further consideration, it was unanimously agreed to leave the Precept request at £33,000 being the same as last year, for the Financial Year 2022/2023 due to financial pressures brought about by the Covid pandemic, and the economic uncertainty that prevails, but to revisit next year with a view to increasing to £36000 being the level it was set at some 10 years ago, when there was some 200 less properties within the Llangunnor area. **(Minute 0122 – F6.)**

**7.Appointment of Internal Auditor for Accounts 20/21**

The clerk had approached Mr Lyn Llewelyn who had confirmed he was available to carry out the Internal Audit for 21/22 and was willing to do so at the same cost as last year. Following a brief discussion, it was unanimously agreed to appoint Mr. Lyn Llewelyn as the Internal Auditor for the 21/22 Accounts (**Minute 0122 – F7**).

### 8.Risk Assessment 22/23

The clerk circulated the Risk Assessment Schedule, and the committee went through it, the following were highlighted i) the clerk check that the classification in each section reflects the severity score; ii) As the new clerk had been in post for 10 months with no issues identified it was unanimously agreed to amend the ratings under the Staff section to Likelihood 2, and Severity Score 10. Once these amendments are incorporated it was unanimously agreed to approve the risk assessment schedule (**minute 0122 – F8**).

1. **Date of next meeting** – to be agreed by Chair and Clerk.

**Meeting Closed 8.25 p.m.**

Signed as a true record

Date

### Appendix 1

#### Finance Report for meeting 19.01.22

#### Balance at bank

Account statements as at 01/04/21

		90632317	£17,207
		90484024	£20,770
		13157210	£28,190
			<b>£66,167</b>
<b>Income</b>	Precept 1,2 & 3 payments Received		£33,000
	HMRC - VAT Repayment		£3,933
<b>Further Payment</b>	106 Draw Down Ent		£4,152
	106 funds drawn re Interpretation Boards		£454
		<b>Total</b>	<b>£41,539</b>
		<b>Total</b>	<b>£107706</b>

<b>Expenditure to date</b>	Spent April-Dec	<b>£30,825</b>
<b>Predicted spend for remainder of year</b>		
Park grass cutting		£2,500
Park Maintenance - handyman / CCC		£500
Town Council - Xmas Trees & Assoc. Works Dec 21	Dec-21	£1,500
Painting/Repairs gates & fence		£750
Improvements to Mem site/new plaque		£2,000
Streetlights Ger Y Nant		
Repairs Skateboard Arena		£2,000
Clerk Costs incl HMRC		£2,750
Conf/Training		£100
Travelling		£250
Hiring Aelwyd		£0
IT Zoom web Costs renewal of licences etc		£250
Re-numeration of Members		£1,500
Re-numeration to Chair		£350
Gratuity new clerk re pension		£100
Community Fund		£400
S137		£100
Provisional sum further Park imp/equipment		
Payroll costs Members		£400
Stationery		£200
Postages		£50
Biannual Tree Inspection costs		£550
Clerk allowances/IT		£450
Misc. Contingency		£1,000
<b>Total Projected Expenditure 2021/22</b>		<b>£48,525</b>
<b>BALANCE BROUGHT FWD £107706 - £48525</b>		<b>£59,181</b>
<b>REMAINING BALANCE ON S106</b>	<b>SEE BELOW</b>	<b>£12,391</b>

**Appendix 2  
Draft Estimates of  
Income/Expenditure  
for 2022/23**

	Expenditure	Budget
<b>Net of VAT</b>		£
<b>Parks and Open Spaces</b>		
	Maintenance	£5,000
	Proposed Improvements	£30,000
	Ger y Nant Lights	£4,000
<b>Public Lighting</b>		
	Energy	£3,500
	Maintenance	£5,000
<b>Committee Budgets</b>		
Christmas Committee		£3,000
Web and Media Committee		£500
Park and Envir. Committee		£5,000
	<b>Total</b>	<b>£56,000</b>
	<b>General Admin</b>	
	Audit	£800
	Insurance	£850
	Payroll (Members)	£400
	Stationery/inks etc.	£250
	Postage	£100
	Allowances - Clerk-Office	£1,200
	Subscription	£425
	Salaries	£8,000
	Cllrs Remuneration	£1,800
	Chair Remuneration	£350
	HMRC	£2,500
	Yr Aelwyd	£200
	Trav Costs	£800
	Office Equip	£100
	Training	£150
	Broadband/Domain	
	Licenses	£240
	Web Hosting-Vision ICT	£200
	Allowances-Clerk-	
	Broadband	£480
	S137	£1,000
	Graduity	£100
	Elections - confirmed by	
	CCC	£0
	Misc.	£1,000

Chair's Allowance £1,650

**Total £22,595**

**Total £78,595**

**Income 2022/23**

**£**

**Proposed Precept £33,000**

**Repayment of VAT £2,500**

**Total £35,500**

**S106 Monies Available.**

**£**

**Application Ref W/20013 £68,000**

**Application Ref W/25937 £48,000**

**Application Ref W/37327 £3,050**

**Total £119,050**

**Expenditure to date**

Demolition of Bandstand £4500\*

Park Entrance £15,249

Penymorfa Footpaths £12,658

Painting of play equipment £800

Panel Design £14,749

Panel Production £4,151

Playground Equipment £20,949

Playground Equipment £23,727

Improvements to paths in park £8,660

installation of Sanitisers £1,110

Labour re Intreptation Boards £454

Improvements to park entrance £4,152

**TOTAL £106,659**

**Remaining Balance £12,391**

**\* This payment was taken directly by the Leisure Section**

and not paid to the Community Council.

DRAFT