

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

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

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 31st, 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 to wards 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.**

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
		£66,167
Income	Precept 1,2 & 3 payments Received	£33,000
	HMRC - VAT Repayment	£3,933
Further Payment	106 Draw Down Ent	£4,152
	106 funds drawn re Interpretation Boards	£454
	Total	£41,539
	Total	£107706

Expenditure to date	Spent April-Dec	£30,825
Predicted spend for remainder of year		
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
Total Projected Expenditure 2021/22		£48,525
BALANCE BROUGHT FWD £107706 - £48525		£59,181
REMAINING BALANCE ON S106	SEE BELOW	£12,391

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

	Expenditure	Budget
Net of VAT		£
Parks and Open Spaces		
Maintenance		£5,000
Proposed Improvements		£30,000
Ger y Nant Lights		£4,000
Public Lighting		
Energy		£3,500
Maintenance		£5,000
Committee Budgets		
Christmas Committee		£3,000
Web and Media Committee		£500
Park and Envir. Committee		£5,000
Total		£56,000
General Admin		
Audit		£800
Insurance		£850
Payroll (Members)		£400
Stationery/inks etc.		£250
Postage		£100
Allowances - Clerk-Office		£1,200
Subscription		£425
Salaries		£8,000
Cllrs Renumeration		£1,800
Chair Renumeration		£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
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Total	£22,595
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Total	£78,595
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Income 2022/23

£

Proposed Precept	£33,000
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Repayment of VAT	£2,500
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Total	£35,500
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S106 Monies Available.

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Application Ref W/20013	£68,000
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Application Ref W/25937	£48,000
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Application Ref W/37327	£3,050
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Total	£119,050
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Expenditure to date

Demolition of Bandstand	£4500*
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Park Entrance	£15,249
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Penymorfa Footpaths	£12,658
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Painting of play equipment	£800
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Panel Design	£14,749
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Panel Production	£4,151
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Playground Equipment	£20,949
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Playground Equipment	£23,727
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Improvements to paths in park	£8,660
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installation of Sanitisers	£1,110
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Labour re Intreptation Boards	£454
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Improvements to park entrance	£4,152
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TOTAL	£106,659
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Remaining Balance	£12,391
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*** This payment was taken directly by the Leisure Section**

and not paid to the Community Council.