



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Minutes of a MEETING of the FINANCE COMMITTEE held on 2 November 2023 at 7:00 pm

This meeting was held at the Old Church Rooms, Park Road, Radyr, Cardiff and remotely in accordance with the Local Government and Elections (Wales) Act 2021

These minutes are subject to confirmation at the meeting to be held on 4 January 2023

Any recommendations below will be submitted to the Council on 16 November 2023

Present: Councillors Julia Charles (Chair), Councillors Tyrone Davies, Vina Patel and David Silver (all in person)

Also: Councillor Martin Williams (remote)

Also: David Collins (Clerk) (in person)

Absent: Councillor Huw Onllwyn Jones

No public participation session took place at the meeting.

FIN23/32 Apologies for Absence

Apologies for Absence were accepted from Councillor Huw Onllwyn Jones (sickness).

FIN23/33 Declarations of Interest

Members were asked to declare any personal and/or prejudicial interest they had and give details of their interest.

Councillor David Silver declared a Personal (non-pecuniary) interest in Minute FIN23/43 (4) Grant Applications (Radyr & Morganstown Association (Festival)) below as Chair of the Radyr & Morganstown Festival Committee. He remained in the meeting.

FIN23/34 Method of Voting

It was **Recommended** that the manner of any voting at this meeting and any subsequent meetings would be by show of hands and calling each name alphabetically with a response of "for" or "against" or "abstain."

FIN23/35 Members of the Public Invited to Speak

No members of the public wished to speak.

FIN23/36 Minutes of Previous Meeting held on 7 September 2023

The minutes of the meeting were confirmed as a correct record, subject to the correction of the spelling of the name of Councillor Huw Onllwyn Jones in the list of Members present and the inclusion of the number 31 to the final minute.

FIN23/37 Council Estimates 2024/25

All Members of the Council had been invited to attend for this item.

Members considered the existing budget in detail for the current year to inform proposals for 2024/25.

Members considered spending to date, income, known or anticipated challenges and finance available with General & Earmarked Reserves. A separate report on Reserves (including a Risk Assessment) was also considered.

It was **Recommended** that:

(1) Budgets for 2024/25 are set as follows:

- A Environment
As per 2022/23 in accordance with the recommendation of the Environment and Regeneration Committee.
- B Old Church Rooms (OCR)
Increase budget for Utilities (B1) and Cleaning (B2) by 5%.
- C OCR Loan
As per 2022/23.
- D Grants
Increase budget for other Community Projects/Services (D6) to £6,000.
- E Halls
As per 2022/23.
- F Community Services
As per 2022/23. Amend title of Code F1 to Youth and Children's Projects.
- G RMCC Events and Hospitality
Increase by 5% in accordance with the recommendation of the Environment and Regeneration Committee.
- H Staff
Increase by 5%
- I Members
Amend to reflect proposals of the Independent Remuneration Panel for Wales.
- J Insurance and Fees
Increase by 5%.
- K Elections
As per 2022/23.

L General Admin
As per 2022/23.

M Contingency
As per 2022/23.

(2) as far as practical, as a medium-term planning objective, a minimum General (un-earmarked) Reserve level is retained, based on 3 months Gross Expenditure.

(3) as far as practical general revenue reserves are held within a range of three to twelve months of gross expenditure.

(4) Earmarked Reserves are retained at current levels subject to

(i) the transfer of an additional £40,000 from General Reserves to Earmarked Reserves for the OCR refurbishment project (including disabled lift and refurbished toilets.)

(ii) the transfer of an additional £14,000 from General Reserves to Earmarked Reserves to help fund potential youth club facilities.

FIN23/38 Payment Schedule: July 2023

The Chair introduced the above attached schedule.

It was **Recommended** that the information is noted.

FIN23/39 Bank Statements: 30 September 2023

The Chair introduced the above statements.

The statements had been verified by Councillor Allan Cook in accordance with Financial Regulations. There were no exceptions arising from this verification.

It was **Recommended** that the information is noted.

FIN23/40 Management Accounts: Analysis of Expenditure against Budget: September 2023

The Chair introduced the above information, including explanation of variances. Members discussed variances and spending against budget overall.

Budget headings would incur income and expenditure as the year progresses and details would be monitored and reported. Further adjustments may be required as part of the preparation of final accounts.

It was **Recommended** that the information is noted.

FIN23/41 Audit Wales Costs

Members noted that the Council had considered details of proposals for fee rates and other aspects of the work of Audit Wales. The Clerk was instructed to circulate details of fees to be paid by the Council for the current year and for 2024/25. Confirmation of this information was awaited. The Council

agreed that the information is reported to the Finance Committee. The Clerk had requested the information again.

It was **Recommended** that the position is noted.

FIN23/42 Financial Assets held by the Council

Members received an update on arrangements to transfer funds to the Co-op bank to protect the Council's financial interests. The Council had agreed to transfer the sum of £85,000 (Minute FIN22/66 refers.) The Chairman agreed to meet the Clerk to take forward the application process.

Some regular transactions would need to be authorised from the account to keep the account live.

It was **recommended** that the position is noted.

FIN23/43 Grant Applications

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Members considered several applications for financial assistance.

It was **Recommended** that the applications are dealt with as follows:

- (1) Parc Radyr Management Company (lighting)
No action.
(Members considered that the sum requested was too large and would use a large percentage of the Council's budget and greatly exceed the Grants budget. Members also considered that responsibility should lie with Cardiff Council. Members questioned responsibility for future maintenance and expressed concern about setting a precedent. Members noted the existence of alternative pedestrian routes in the vicinity.)
- (2) Friends of the Alzheimer's Society
£250 awarded on the condition that funds are used towards the cost of the choir and soloist.
- (3) Radyr & Morganstown Indoor Bowling Club
Defer for clarification of the number of local residents likely to benefit, clarification of membership numbers and measures to encourage new members. Clarification to be also sought about any grant applications to other local town and community councils.
- (4) Radyr & Morganstown Association (Festival)
£1200 awarded

FIN23/44 Forward Work Programme

Members considered progress in relation to key priorities identified by the committee and considered any new priorities.

The Clerk agreed to provide Councillor Patel with feedback on the application process.

It was **Recommended** that the information is noted.

FIN23/45 Date of next meeting

The next meeting of the committee would take place on 4 January 2024 at 7.00 pm on a hybrid basis with physical provision having regard to statutory considerations and Guidance (Local Government and Elections (Wales) Act 2021.)

It was **Recommended** that the information is noted.

The meeting closed at 20:00 pm.

SIGNED

CHAIR FINANCE COMMITTEE