



## **Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan**

The Old Church Rooms  
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19 December 2023

Members of the public and press are entitled to attend meetings of Radyr & Morganstown Community Council in person or via remote means unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion. Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Members of the public may attend in person or remotely.

Members of the press or public wishing to access the remote meeting below should contact the Clerk no later than 1:00pm on the day of the meeting to request the Zoom link and passcode to join the meeting. Please email the Clerk at the following address: [clerk@radyr.wales](mailto:clerk@radyr.wales) to obtain the link.

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that a Finance Committee Meeting of the Community Council will be held on **Thursday 4 January 2024 at 7:00pm**. The meeting will be held in person at the above address and remotely via Zoom. All Members of the Committee are summoned to attend. The business to be transacted is set out in the agenda below.

Yours sincerely

David Collins DMS  
Clerk of the Council Radyr & Morganstown Community Council/  
Clerc y Cyngor Cymuned Radur a Threforgan  
(Proper Officer / Swyddog Priodol)

## **AGENDA**

### **1. Apologies for absence**

Apologies to be submitted in advance to the Clerk.

### **2. Declarations of Interest**

Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and the Clerk.

### **3. Method of Voting**

To confirm that the manner of any voting at this meeting and any subsequent meetings will be by show of hands and calling each name alphabetically with a response of "for" or "against" or "abstain."

### **4. Members of the Public Invited to Speak**

(Standing Orders and Local Government & Elections (Wales) Act 2021.)

### **5. Minutes of Previous Meeting**

To confirm the attached minutes of the previous meeting held on 2 November 2023 which were approved by Council on 16 November 2023.

Chairman to sign.

### **6. Council Estimates 2024/25**

Financial Regulations state that each committee (shall review its annual forecast of revenue and capital receipts and payments. Having regard to the forecast, it shall thereafter formulate and submit proposals for the following financial year to the RFO not later than the end of December each year.

- (1) The RFO (Clerk) must each year, by no later than December, prepare detailed estimates of all receipts and payments including the use of reserves and all sources of funding for the following financial year in the form of a budget to be considered by the Finance Committee and the Council.
- (2) The current budget for the whole Council can be seen [here](#). Members are asked to consider the current budget and propose any changes.
- (3) The draft budget is attached.

### **7. Payment Schedules**

To consider the attached schedule for November 2023.

The December schedule will be reported to Full Council in January 2024.

### **8. Bank Statements 30 November 2023**

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

## **9. Management Accounts: Analysis of Expenditure against Budget**

To consider the attached information for November 2023 including explanation of variances. Budget headings will incur income and expenditure as the year progresses and details will be monitored and reported. Further adjustments may be required as part of preparation of final accounts.

## **10. Review of Internal Audit and Audit Plan**

To consider the attached report.

## **11. Financial Assets held by the Council.**

To receive an update on arrangements to transfer funds to the Co-op bank to protect the Council's financial interests. The Council has agreed to transfer the sum of £85,000 (Minute FIN22/66 refers.) Some regular transactions would need to be authorised from the account to keep the account live.

## **12. Investment Strategy**

To consider the attached.

## **13. Grant Applications**

To consider the attached applications.

- (1) Radyr & Morganstown Indoor Bowling Club – deferred from 2 November 2023.

The Council deferred consideration of the above for clarification of the number of local residents likely to benefit, clarification of membership numbers and measures to encourage new members. Clarification was also sought about any grant applications made to other local town and community councils. Information received is set out below:

*“Dear Mr. Collins,*

*In answer to your email regarding our bowls club hopefully the following will be of help.*

*Morgantown/Radyr CF15 8 = 8 MEMBERS*

*GWALEOD CF15 9 = 4 MEMBERS*

*TAFFSWELL CF15 7 = 5 MEMBERS*

*The balance of our 24 members come from Caerphilly/Cardiff*

*We are trying to set up a website. In the meantime, I put up invitations on various local Facebook sites for people to come along and meet our friendly crowd and try their hand at bowling. A friend is also helping me to produce A4 posters to put in various locations throughout the local area.*

*We have not approached any other community councils or indeed, any other bodies as we believe our club too small. Also, to be too much of a local amenity to be considered by any larger bodies.*

- (2) Radyr Cricket Club (additional information available to Members from the Clerk.)

(Grant Budget: £3,000)

## **14. Forward Work Programme**

To note the following progress in relation to key priorities and identify any new priorities.

<b>Finance Committee</b>	
Review of finances to ensure that the Council was not at risk (Amounts above £85,000.)	See above.
Review of Grants Procedure	Procedure approved. Monitoring to be undertaken.
Review of procedures for secure storage of key documents.	The acquisition of a document safe is under consideration.

**15. Date of next meeting**

To note that the next meeting of the committee will take place on 18 April 2024 at 7.00 pm. This will be a hybrid meeting.