



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

**Minutes of a MEETING of the FINANCE COMMITTEE held on 4 June 2026 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 12 March 2026.**

**Any recommendations below will be submitted to the Council on 18<sup>th</sup> June 2026**

Present: Cllr A Cook, Cllr D Silver, Cllr T Davies, Cllr L Fear, Cllr J Holms

Absent: Cllr V Patel

No public participation session took place at the meeting.

| Agenda Item                                              | Discussion points                                                                                                                                                                                                             | Action                                                                                              | Person/<br>dates        |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-------------------------|
| <b>FIN26/1</b><br>Nomination of Chair                    | Cllr T Davies was nominated as Chair by Cllr D Silver seconded by Cllr A Cook                                                                                                                                                 | Agreed Cllr T Davies will act as Chair of Finance Committee                                         |                         |
| <b>FIN26/2</b><br>Apologies for absence                  | Apologies received from Cllr J Charles                                                                                                                                                                                        |                                                                                                     |                         |
| <b>FIN26/3</b><br>Declaration of Interest                | Cllr A Cook noted an interest with Radyr Drama Society                                                                                                                                                                        | None                                                                                                |                         |
| <b>FIN26/4</b><br>Method of Voting                       | It was <b>Recommended</b> 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."        |                                                                                                     |                         |
| <b>FIN26/5</b><br>Members of the public invited to Speak | None present                                                                                                                                                                                                                  |                                                                                                     |                         |
| <b>FIN26/6</b><br>Review of TOR                          | Suggested<br>(i) Finance Committee to take on the annual review of members payments from Employment committee due to size of committees.<br>(ii) Suggested update on quorum member numbers specifically for Finance Committee | <b>TOR to be updated with review of Members Payments and quorum to be specified as four members</b> | <b>Clerk/Asst Clerk</b> |
| <b>FIN26/7</b><br>Bank Statements & Payment Schedules    | Bank Statements and Payment Schedule signed by Finance Chair                                                                                                                                                                  |                                                                                                     |                         |

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| March, April, May 2026                                                                     |                                                                                                                                                                                                      |                                                                                                                                                           |                         |
| <b>FIN26/8</b><br>Review the Management Accounts & Budget Monitoring reports April and May | Accounts were reviewed by all members.<br><br>Bank transfers were discussed for authorization limits.                                                                                                | Barclays transfers to be investigated.<br><br>Cllrs encouraged to meet with Clerk to discuss finances further.                                            |                         |
| <b>FIN26/9</b><br>RMCC Invoice Recording & Systems                                         | Clerk suggested a revision of payment processes to fall in line with Audit Wales recommendations.                                                                                                    | Recommend to Full Council that processes to be changed and presented to Finance Committee by Sept 2026                                                    | <b>Clerk/Asst Clerk</b> |
| <b>FIN26/10</b><br>Audit Wales Report from 2024-2025 Audit                                 | Audit of 2024-2025 has come back as Qualified. Processes were highlighted as insufficient and not up to standard. Suggested to speak to Audit Wales to point out errors and failings from the audit. | Report to be published on website.<br>Cardiff County Council to be approached for guidance on processes. Evidencing of quotes requisitions.               | <b>Clerk/Asst Clerk</b> |
| <b>FIN26/11</b><br>Grant Applications                                                      | (i) – Curtain Up Theatre<br>Recommended to request further information on recruitment in Radyr and benefits within Radyr<br><br>(ii) – CCC Brass Band £1,500<br>(iii) – Radyr Drama Society £735.65  | Finance Committee recommends to Full Council to CCC Brass Band be awarded their grant of £1,500 and Radyr Drama Society be awarded their grant of £735.65 | <b>Clerk/Asst Clerk</b> |
| <b>FIN26/12</b><br>Date of Future Meetings                                                 | 2 <sup>nd</sup> July 2026<br>3 <sup>rd</sup> September 2026<br>5 <sup>th</sup> November 2026<br>7 <sup>th</sup> January 2026<br>4 <sup>th</sup> March 2026                                           |                                                                                                                                                           |                         |

The meeting ended at 8:06pm

SIGNED

CHAIR FINANCE COMMITTEE