



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

**Minutes of a MEETING of the FINANCE COMMITTEE held on 15 June 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 6 July 2023**

**Any recommendations below will be submitted to the Council on 22 June 2023**

Present: Councillors Julia Charles, Tyrone Davies, Vina Patel and David Silver

Councillors Julia Charles and Tyrone Davies attended in person. Councillors Vina Patel and David Silver participated by remote means.

Also: David Collins (Clerk) (in person)

Absent: Councillor Huw Onllwyn Jones.

No public participation session took place at the meeting.

### **FIN23/1 Appointment of Chairman**

It was proposed by Councillor Tyrone Davies, seconded by Councillor Vina Patel and **agreed** unanimously that Councillor Julia Charles is elected Chair of this committee for the current year.

(Councillor Julia Charles in the Chair)

### **FIN23/2 Apologies for Absence**

Apologies for absence were accepted from Councillor Huw Onllwyn Jones (personal)

### **FIN23/3 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 non-prejudicial interest in item FIN23/14 (Grant Application) as a member of the Radyr and Morganstown Association Executive Committee. He remained in the meeting.

### **FIN23/4 Members of the Public Invited to Speak**

No members of the public wished to speak.

### **FIN23/5 Terms of Reference**

Members considered the terms of reference of the committee.

It was **Recommended** that:

- (1) the Terms of Reference are noted.
- (2) 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.”

**FIN23/6 Minutes of Previous Meeting held on 2 March 2023**

The Chair introduced the minutes of the above meeting. Councillor \*\* proposed to accept the minutes. Councillor \*\* seconded.

The minutes of the meeting were confirmed as a correct record subject to an amendment to date when the minutes would be confirmed to 15 June 2023 in view of the change of meeting date.

**FIN23/7 Payment Schedule for May 2023**

The Chair introduced the above attached schedule.

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

**FIN23/8 Bank Statements: 31 May 2023**

The Chair introduced bank statements for 31 May 2023 as follows:

Unity Trust Account *****326	Unity Current Account T2	Statement 124
Unity Trust Account *****011	Old Church Rooms	Statement 42
Unity Trust Account *****339	Instant Access	Statement 105

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.

**FIN23/9 Management Accounts: Analysis of Expenditure against Budget**

Members considered the above information for May 2023, including explanation of variances. Further adjustments may be required as part of the preparation of final accounts.

Members emphasised the importance of discussing future budgets with the OCR Board.

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

**FIN23/10 Review of Draft Financial Accounts for Year Ending 31 March 2023**

It was **Recommended** that:

- (1) the draft accounts and notes are approved.
- (2) the appointment of Hourihan Limited as the Council’s accountants for 2023/24 is confirmed.

- (3) the committee extends its appreciation to Hourihan Limited for its contribution to the efficient way in which the Council's finances were managed.

**FIN23/11 Audit Notice 2022/23**

The Clerk described arrangements for publication of the above and the external audit process.

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

**FIN23/12 Schedule of Regular Payments.**

Members noted that a list of regular payments would be drawn up and reported to a future meeting of the committee and the Council.

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

**FIN23/13 Financial Assets held by the Council.**

The Clerk reported progress in relation to moving funds invested with the Unity Trust Bank should the bank encounter financial difficulties. Members noted that the Clerk was seeking clarification on products available from the co-operative bank.

The Chair advised that she had arranged to meet with the Clerk to discuss the matter further.

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

**FIN23/14 Grant Application**

Councillor David Silver declared a non-prejudicial interest in this item as a member of the Radyr and Morganstown Association Executive Committee. He remained in the meeting.

Members considered an application in the name of the RMA Web Team requesting financial support for running costs of the Community Website <https://radyr.org.uk> in 2023-24. Members emphasised the important contribution the site made to the local community and the relationship between the Council and the Association. Members were also encouraged to note the extent to which the Association also sought to meet its own costs.

It was **Recommended** that a grant of £280 is awarded. (General Power of Competence)

**FIN23/15 Forward Work Programme**

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

It was **Recommended** that:

- (1) the information is noted.
- (2) further consideration is given to secure means of storing key documents such as a Fire Safe or deposit with a bank.

**FIN23/16**      **Date of next meeting**

The next meeting of the committee would take place on 6 July 2023 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.) This meeting will consider the Annual Statement of Accounts.

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

The meeting closed at 19.27 pm.

SIGNED

CHAIR FINANCE COMMITTEE