



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 18th 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/ dates
FIN26/1 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	
FIN26/2 Apologies for absence	Apologies received from Cllr J Charles		
FIN26/3 Declaration of Interest	Cllr A Cook noted an interest with Radyr Drama Society	None	
FIN26/4 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."		
FIN26/5 Members of the public invited to Speak	None present		
FIN26/6 Review of TOR	Suggested (i) Finance Committee to take on the annual review of members payments from Employment committee due to size of committees. (ii) Suggested update on quorum member numbers specifically for Finance Committee	TOR to be updated with review of Members Payments and quorum to be specified as four members	Clerk/Asst Clerk
FIN26/7 Bank Statements & Payment Schedules	Bank Statements and Payment Schedule signed by Finance Chair		

March, April, May 2026			
FIN26/8 Review the Management Accounts & Budget Monitoring reports April and May	Accounts were reviewed by all members. Bank transfers were discussed for authorization limits.	Barclays transfers to be investigated. Cllrs encouraged to meet with Clerk to discuss finances further.	
FIN26/9 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	Clerk/Asst Clerk
FIN26/10 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. Cardiff County Council to be approached for guidance on processes. Evidencing of quotes requisitions.	Clerk/Asst Clerk
FIN26/11 Grant Applications	(i) – Curtain Up Theatre Recommended to request further information on recruitment in Radyr and benefits within Radyr (ii) – CCC Brass Band £1,500 (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	Clerk/Asst Clerk
FIN26/12 Date of Future Meetings	2 nd July 2026 3 rd September 2026 5 th November 2026 7 th January 2026 4 th March 2026		

The meeting ended at 8:06pm

SIGNED

CHAIR FINANCE COMMITTEE