



Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

Minutes of a MEETING of FINANCE COMMITTEE on Thursday 3 September 2020 at 7.00pm

This meeting was held remotely via Zoom in accordance with the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020

Present: Cllrs Julia Charles, Huw Onllywn Jones, Rod McKerlich, Clive Morgan, David Suthers

In Attendance: Lynne Thomas (Clerk and Responsible Financial Officer)

1. Election of Chair of Finance Committee

Cllr McKerlich chaired the first item.

Cllr Clive Morgan was proposed, seconded and unanimously elected as Chair of Finance Committee for the remainder of 2020/21.

Cllr Morgan took the Chair for the rest of the meeting.

2. Apologies for absence

Cllr Tyrone Davies

3. Declarations of interest

None.

4. Minutes of the Finance Committee Meeting on 5 March 2020

Members noted the Minutes of the Finance Committee Meeting held on 5 March 2020, approved at the Full Council Meeting on 19 March 2020.

5. Payment Schedules for July 2020 and August 2020

Members received the Payment Schedules for July 2020 and August 2020 and agreed to recommend the schedules for approval at Full Council.

6. RMCC accounts and bank reconciliation at 31 July 2020

Members received and noted the RMCC accounts and bank reconciliation at 31 July 2020.

7. Bank statements

Members noted the following bank statements received and to be signed at Full Council:

- Unity Trust Acc. *****326 Statement No. 85
- Unity Trust Acc. *****339 Statement No. 71
- Unity Trust Acc. *****011 Statement No. 8

8. List of Variable Direct Debits

Members received and noted an updated List of Variable Direct Debits and agreed to recommend for approval at Full Council

9. Applications for Grants

Members received and discussed an application from Cardiff Corinthians FC for a financial contribution towards the costs of installing shutters on the stand at the Riverside Ground to stop anti-social behaviour.

Finance Committee agreed to recommend to Full Council that a grant of £2,000 be awarded, subject to no objection from Radyr Cricket Club and subject to the required matching funds being available.

10. Old Church Rooms – unpaid invoices

Members received an update from the Clerk on resolving unpaid invoices for bookings at the Old Church Rooms. Several payments had been received in response to the letters sent by the Clerk.

Finance Committee agreed to recommend the following to Full Council:

(i) As no response has been received to the final warning letter, RMCC should proceed to make an application to the small claims court to recover the amount of £358.20 owed by an individual hall user.

(ii) RMCC should write-off all other amounts owed by individual hall users on the basis that the administrative costs of pursuing small amounts would likely be higher than any amount recovered. No further bookings would be accepted from these individuals.

11. Closure of the RMCC Nat West bank account

The Clerk reported that the RMCC Nat West bank account had been closed and confirmed that the amount transferred to Unity Trust Bank corresponded to the amount shown on the last Nat West statement received.

12. Any Other Business

(i) The Clerk reported that the NJC Clerks Salary Scales for 2020/21 had now been agreed and would be submitted to Full Council for approval.

(ii) The Clerk reported that a request had been received from Radyr Friends of Guiding for an addition to the lease between RMCC and the Guide Association to formalise the hiring of the Guide Hut to other users. Members agreed that the associated leasehold for the land at Bryn Derwen between RMCC and HDC Ltd should first be checked for any relevant restrictions.

13. Date of next meeting

The date of the next scheduled meeting of the Finance Committee is 5 November 2020. Members will check for conflicts with Bonfire Night Events.

Members agreed that Finance Committee would continue to meet every other month.

14. Outgoing Chair of Finance Committee

Members thanked Cllr Rod McKerlich for all his work as Chair of Finance Committee.