



Radyr & Morganstown Community Council Cyngr Cymuned Radur a Threforgan

Minutes of a MEETING of the FINANCE COMMITTEE held on Thursday, September 3 2015 at 7:15pm at the Old Church Rooms.

Present: Councillors T Davies, J Hallinan, D Suthers, C Morgan, F Dubberley, R McKerlich

In attendance: Helena Fox

14.844 Apologies for absence: There were none.

14.845 Declarations of interest: There were none.

14.846 To sign the Minutes of the previous meeting: The minutes were signed.

14.847 To receive the financial statement: The financial statement for September was presented to the committee.

14.847.1 The balance in the cash book at September 30 was £146,139.22

14.847.2 Grants awarded under the Power of Well-Being and S137 total £80.00. Grants awarded under other powers total £2,050.00. Total grant expenditure to date is £2,130.00.

14.847.3 A grant was approved in July for £600 towards the cost of installing a defibrillator in Station Road. The RMA had asked that the cheque be held for the time being while further thought was given as to who should buy the equipment. This is an agenda item for the September main meeting.

14.848 To consider any applications for grants:

14.848.1 Radyr Comprehensive School : It was recommended to award a grant of £250.00 towards the cost of European Day of Languages and to consider an increase to £500.00 on the presentation of a budget. Cllr Hallinan will contact the school and explain how to find the R&MCC grant forms.

14.849 To receive an update on finances for the OCR project including VAT:

14.849.1 Following from the Extraordinary Meeting held on August 24, the position of the project's finance is that VAT will be reclaimable. The Clerk had met with BPU twice and signed a number of forms as part of the VAT registration process.

14.849.2 VAT registration is effective from August 1 2015 and the first return will be around October 31. R&MCC finances must be able to wait for refunds from HMRC and Aggregate Levy Fund Wales. HMRC will probably query it because of the great increase in size from our usual claims. It is very important that it is done right.

14.849.3 The financial and management agreement with the OCR Management Committee needs to be reviewed and amended in the near future. The Management Committee is aware and advice will be taken from BPU.

14.849.4 The estimated loan needed for the OCR project now that VAT can be reclaimed is £139,086.

14.849.5 The first loan request for £50,000 was mailed to the Public Works Loan board on August 13, the call for payment made on August 27 and the funds were deposited in R&MCC's Unity Trust Bank account on September 1st, less £25.00 fee deducted by

PWLB. The meeting was shown confirmation letters from PWLB and Unity Trust Bank.

14.849.6 The first valuation for payment for the OCR project for £26,381.30, including VAT, has been requested from WT Building Group and the Clerk presented to the meeting the certificate from Oriel Design Ltd.

14.849.7 The first claim to the Aggregate Levy Fund Wales will be submitted for £4,008.17. This is towards the cost of the new extension walls. Much of the grant covers items to be completed later in the project.

14.849.8 A cheque for £255.37 was signed payable to D&P Drycleaning Ltd, for cleaning the Garth Room curtains as part of the renovation project.

14.849.9 Cllr Suthers raised his concern about the authorization of extra expenditure on the OCR project. The Clerk explained that the project was overseen by Cllrs St Leger and Diment with Nick Hawkins and David Silver of the RMA. They were all extremely careful about any additional costs which could arise for various reasons, eg the leak in the Victorian roof, a need for additional stability to the foundations for the new extension, a new cooker hood to meet current regulations. This matter can be further discussed at the main meeting.

14.850 To receive a report from the Employment Subcommittee and make a recommendation to Main Council on staff working hours: The Employment Subcommittee had met immediately before this meeting. It was recommended that the Clerk's hours be increased to 30/week until 31.3.16 when they will be reviewed. The Assistant Clerk's hours will remain at 5/week with some extra hours as needed by agreement with the Chairman.

14.851 To recommend a threshold above which gifts received by Councillors are published: It was recommended to follow Cardiff Council's threshold of gifts above the value of £25.00.

14.852 To recommend increased security for the R&M website: The webteam would like to increase security of the website by using GoDaddy.com to encrypt data and provide SSL Certificates. These stop others from seeing passwords and any personal data (eg, personal messages, etc) sent to and from the site; it gives people peace of mind and shows we take their security seriously. It was recommended to purchase this at a cost of approximately £50 + VAT a year for one site.

14.853 To recommend closure of the NatWest bank accounts: The Clerk reported that £6.15 remained in the NatWest accounts and these could now be closed. It was recommended to close the accounts and transfer the £6.15 to Unity Trust Bank.

14.854 To receive information on changes to the UK Financial Services Compensation Scheme: Previously, Community Council bank accounts had not been covered by this scheme. As of July 3 2015 the deposits of 'small authorities', ie those with an annual budget less than Euros 500,000, will be covered up to £75,000.

14.855 To put forward any items for the next meeting:

14.855.1 Arrangements for extra Finance Committee meetings to discuss urgent or important items.

14.855.2 To consider a regular Finance Committee meeting each August

14.855.3 To consider the suggestion of holding committee and main meetings on the same day : an agenda item for 15.10.15.

14.856 Date of the next meeting: Thursday, October 1 2015