



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Minutes of a MEETING of the FINANCE COMMITTEE held on Thursday, October 12 2015 at 7:15pm at the Old Church Rooms.

Present: Councillors J Hallinan, D Suthers, C Morgan, F Dubberley, R McKerlich
David Cargill for the OCR Management Committee

In attendance: Helena Fox

14.897 Apologies for absence: Cllr Davies

14.898 Declarations of interest: There were none.

14.899 To sign the Minutes of the previous meeting: The minutes will be signed at the next meeting due to a printer problem.

14.900 To receive the financial statement: The financial statement for October was presented to the committee.

14.900.1 The balance in the cash book at September 30 was £158,881.28

14.900.2 Grants awarded under the Power of Well-Being and S137 total £580.00. Grants awarded under other powers total £2,050.00. Total grant expenditure to date is £2,630.00.

14.901 To consider any applications for grants: There were none.

14.902 To discuss finances for the OCR project and recommend a second loan tranche:

14.902.1 The second valuation for payment for the OCR project for £45,086.71, including VAT, has been requested by WT Building Group and the Clerk presented to the meeting the certificate from Oriel Design Ltd. Payment is due by October 9.

14.902.2 The first claim to the Aggregate Levy Fund Wales was submitted for £4,008.17 and received at the bank on September 14. The second claim will be made shortly.

14.902.3 It was recommended that a second loan tranche of £60,000.00 be requested from the Public Works Loan Board.

14.902.4 It was recommended that the Chairman or Vice Chairman approve any extras to the OCR construction costs.

14.903 To make recommendations on changes to the OCR Management Committee administration to comply with VAT and R&MCC audit requirements: It is necessary to update the financial and administrative arrangements between R&MCC and the OCR Management Committee as a result of VAT registration.

14.903.1 David Cargill attended on behalf of the OCR Management Committee. He suggested that the committee continue to manage the OCR's rental income and the simple maintenance expenses, keeping a record with financial records and reporting to R&MCC quarterly with all the sums shown in R&MCC's annual accounts.

14.903.2 It was recommended to take advice from BPU and make sure that the new system is simple and legal. A proposal will be put to the OCR Management Committee and R&MCC in due course.

14.903.3 Currently the OCR Management Committee has a separate bank account and is authorised to spend up to £1,000.00 without R&MCC's approval. Any bank account in R&MCC's name must have only councillors as its signatories, as advised by BPU and the Society for Local Council Clerks.

14.903.4 It was recommended that the OCR bank account name be changed to R&MCC: OCR and new signatories set up.

14.904 To discuss expenses for Clerk and Asst. Clerk arising from home working: The Clerk simply wanted to draw the committee's attention to the fact that staff were working at home and thus using their own phones and printers. Any expenses arising were expected to be small. It was recommended that expenses are claimed in the usual way.

14.905 To discuss arrangements for extra Finance Committee meetings to discuss urgent or important items: It was recommended that the Chairman of Finance and Chairman of R&MCC call an additional meeting as needed.

14.906 To consider a regular Finance Committee meeting each August: It was recommended that the Chairman of Finance and Chairman of R&MCC call a meeting if needed.

14.907 To put forward any items for the next meeting: There were none.

14.908 Date of the next meeting: Thursday, November 5 2015