



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Minutes of a MEETING of FINANCE COMMITTEE on Thursday 4 March 2021 at 7.00pm

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

Present: Cllrs Clive Morgan (Chair), Julia Charles, Tyrone Davies, Huw Onllwyn Jones, David Suthers

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

37. Apologies for absence

Cllr Helen Lloyd Jones and Cllr Rod Mckerlich

38. Declarations of interest

No declarations were made.

39. Minutes of the Finance Committee Meeting on 7 January 2021

Members noted and agreed the Minutes of the Finance Committee Meeting held on 7 January 2021, as approved at the Full Council Meeting on 21 January 2021.

40. Payment Schedules for February 2021

Members received the Payment Schedule for February 2021 and agreed to recommend the schedule for approval at Full Council.

41. Updated List of Variable Direct Debits

Members received an updated List of Variable Direct Debits for 2020/21, including changes to Direct Debits for new gas and electricity contracts at the Old Church Rooms. Members agreed to recommend for approval at Full Council.

42. Updated Asset Register to 28 February 2021

Members received the updated Asset Register to 28 February 2021 and agreed to recommend to Full Council. A further update to the Asset Register will be completed at the end of March to coincide with the end of the financial year.

43. Review of accountancy services

Members noted that £10,000 is allocated to accountancy fees in the RMCC Budget for 2021/22. Members agreed to review options for the accountancy work required by the Council. Cllr C Morgan agreed to explore how other Community Councils in Cardiff organise and manage accountancy work.

44. Applications for Grants

(i) **Grant Application – Radyr Cricket Club.** Members received and discussed an application from Radyr Cricket Club for funding of £2,000 towards the costs of new roll on/roll off covers for the second ground and new fabric for existing covers.

Finance Committee agreed to recommend to Full Council that a grant of £2,000 be awarded to Radyr Cricket Club for the purposes set out in their application, subject to the conditions that funding from the Community Council is publicly acknowledged and that the remaining funding required for the overall costs is in place.

(ii) **Financial Assistance enquiry: Help for funding Master’s degree.** Members received an enquiry from a local resident about funding support for a Master’s degree.

Finance Committee agreed that the request should not go to Full Council and that the Clerk should write to the resident to explain that the Community Council does not provide this form of funding to individuals.

(iii) Members agreed to review the Terms and Conditions set out in grant offers from the Community Council.

45. Grant awarded to Radyr & Morganstown Good Neighbours

Cllr HO Jones provided an update on the grant awarded to Radyr & Morganstown Good Neighbours. The grant will be paid once certain conditions are met, including adopting the draft Constitution, recruiting trustees, registering the charity as a Charitable Incorporated Organisation, and setting up a bank account.

46. Review of the RMCC Financial Regulations

Members received a review of the RMCC Financial Regulations, including recommendations for amendments from the Clerk/Responsible Financial Officer. Members agreed to recommend the review and amendments to Full Council.

47. Review of the RMCC Risk Assessment Schedule

(i) Members received an updated risk assessment schedule from the Clerk/Responsible Financial Officer. Members agreed to recommend the updated schedule to Full Council.

(ii) Members agreed to take action to reduce risks in those areas identified as high risk on the schedule and will raise these matters at the relevant Council Committees and OCR Management Board.

48. Review of provisions for grants

Members received a report on provisions made for grants in the end of year accounts. These are amounts that RMCC has agreed to provide in grant funding but which are yet to be fully paid out.

Members agreed that the Clerk should write to Morganstown Village Hall to ask whether the funding is still required.

Members agreed that the Clerk should write to the Penrhys Pilgrimage Project to ask whether the remaining amount left in the grant will be used.

49. Any Other Business

The Clerk reported that a bill of £1,738.45 had been received from SSE for gas supply at the Old Church Rooms following an updated meter reading. The bill covers a period of 30 months of underestimated gas use since the meter was last read in July 2018.

Members agreed that the bill should be paid and that arrangements for regularly checking the meter reading should be put in place.

50. Items for next meeting

Cllr HO Jones reported that substantial repair work to the Old Church Rooms roof may be required and requested that the cost of repairs be discussed at the next Finance Committee meeting.

51. Date of next meeting

The date of the next meeting of Finance Committee will be agreed at the Annual Council Meeting on 6 May 2021.