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## FINANCE COMMITTEE

Meeting held on Wednesday 12th June 2024 at 12.00 am using Google Meet.

### MINUTES

- Cllr Krip was elected as Chair**
- In attendance**  
Cllr's Krip, McGrath, Hardy  
Clerk  
Apologies for absence  
Cllr's Marshall, Roberts
- No press and public**
- Declarations of interest**  
Cllr Krip - Pentyrch Tennis Club
- Agreed payments for the month totalling £13,027.25 & the additional payments listed below:**

Wages	Net Pay -CD	1898.68
	Net Pay -GW	1265.8
	Net Pay - DH	769.58
	Net Pay - LC	1092.73
	Net Pay - AI	1581.75
	Tax / NI	1260.54
	Pensions	1859.2
	Community Link	Dynefor Gardening Assoc
Garth Rotary		100
A Davies		15
C Lewis		50
R Walleck		30
R Darch		50
Xpedient Print		1749
Admin	Remarkable Sparkle	60
	Gordon Playground Inspections	180
	L Childs - IT kit	40.97

Members: All PCC Members until further notice

Correspondence is invited through the medium of English or Welsh  
*Gellir llythyru a'r Cyngor yn Saesneg neu yn Gymraeg*

Mence & Clark	396
Treescene Condition Reports	528
<b>TOTAL</b>	<b>13027.25</b>

Additional Payments:

Ear Defenders (Reimburse GW) £29.98  
CS Promotions (Carnival Banner) £42

**6. Discussed the report of the Internal Auditor & agreed the suggested changes in relation to meeting minutes.**

It is recommended that Council agrees the Annual Return for 23/24 & authorises the Chair to sign.

**7. Discussed the financial statements showing:**

- Payments made & income received in previous month
- Cumulative expenditure & income for the Year, reconciled to month end bank balance

It was agreed that:

- In view of the recent problems identified with the vehicle it was prudent to increase the earmarked reserve to £20,000
- A contingency budget of £1,000 be created
- A further inspection of benches be undertaken

The vehicle will be taken to a number of garages to get quotes for the remedial work required.

**8. Agreed an increase of £5,300 in the Salaries / Pensions / NI Budget following the decision to increase the working hours & rate of pay of the Administrator.**

**9. Fixed Assets Schedule**

It was agreed that in future the Fixed Asset Schedule will only include purchases with a value of £100 or more.

A separate record will be maintained of smaller purchases

The Clerk is to reorder the Fixed Asset Schedule to separate items with a value of less than £100.

**10. Risk Assessment Schedule items with a score in excess of 11.**

The condition of Penuel Road Graveyard was discussed.

The clerk has visited the graveyard with a stone mason.

Many of the graves are in poor condition with headstones that are probably no longer stable

The stone mason will provide advice on what needs to be done, and costs

It was agreed that in view of the risk to visitors the graveyard will be closed. Signs will be installed explaining the graveyard is closed for maintenance & advising visitors to contact the office

**11. Agreed to recommend to Council release of the £5,000 held within earmarked reserves for Creigiau Recreation Charity.**

**12. Agreed a grant of £500 to the Garth Country Fair, Sat. August 10th. 2024**

**13. Agreed a grant of £600 to Pentyrch Tennis Club to assist with a Youth Project.**

**14. Agreed a grant of £300 to Pentyrch Cricket Club to fund training for an additional coach to the junior teams.**

**15. Agreed a payment of £100 to D. Hunt for travel costs to a Buckingham Palace Garden Party.**

**16. Deferred consideration of the purchase of IT kit for Members to undertake Council business as a response was yet to be received from One Voice Wales.**

**Date of the next meeting: 10th July 2024**