ST BRIDES MINOR COMMUNITY COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON MONDAY 9th JULY 2018 AT 5.00 PM AT SARN LIFE LONG LEARNING CENTRE

PRESENT

Councillors:	D Lewis (Chair)
	E Jones
	F Watkins
Apologies:	P Harris
	Y Nott
Clerk:	Ann Harris
Public:	No public in attendance

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Minute No:

1FC/18-19 <u>**ITEM 2 TO RECEIVE DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST, IF ANY, FROM MEMBERS IN ITEMS ON THE AGENDA**</u>

Councillor Name	Minute Number	Declaration	Speak/Vote
David Lewis	All relevant	Borough Councillor BCBC	No/No

<u>**Resolved**</u>: **This was noted.**

2FC/18-19 <u>**ITEM 3 TO RECORD THE ACCURACY OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 6TH FEBRUARY 2018**</u>

The Minutes were approved as a true record of the meeting and the Chair signed the Minutes.

<u>**Resolved**</u>: **This was noted.**

3FC/18-19 <u>**ITEM 4 MATTERS ARISING FROM THE FEBRUARY 2017 MEETING**</u>

<u>Minute No 37FC/17-18 Valuation of the Chair's Chain:</u>

The Clerk informed Members that the cost of valuing the chain is £18 standing charge plus 3% of the value of the chain. In 2017/18 the chain was valued on the asset register at £2,000 however last year when the council received a qualified audit one of the reasons was that the chain should only show on the asset register at its original purchase price, which was £838.   The Clerk informed Members that she had now amended this for this year's audit.

In addition the Clerk informed Members that the chain is showing as valued at £1,285.81 on the council's insurance with the vice-chair's chain valued at £1,821.57 which was purchased later.

<u>Removal of Computer from the Insurance Policy:</u>

The Clerk had removed the computer from the Council's insurance policy, however it has no bearing on the cost of the insurance.

Noticeboards:

The Clerk is continuing to try and find out how the Council accesses use of the Communities First noticeboards.

Minute No 42FC/17-18 Retention Policy:

There is no longer a requirement for a DPO for Community Councils in Wales.

Resolved: **The information and action of the Clerk was noted. It was agreed to recommend to full council that the Clerk is given authority to obtain a valuation of the Chair's chain.**

4FC/18-19 **ITEM 5 TO REVIEW ANY RISKS TO THE BUDGET FOR 2018/19**

The budget monitoring sheet showing the July expenditure and the balance carried forward to August 2018 were tabled.   There were no risks to the budget for 2018/19, however two budget lines were showing an overspend: Payroll Fees – the council are no longer paying this fee as the Clerk is carrying out the payroll work, however there was a final end of year fee of £6.76 paid. In addition the Councillor Allowances budget line is showing a £300 overspend due to the unknown mandatory allowances set by the Independent Remuneration Panel after the precept was set. In addition there will be unexpected by election costs for the Bryncethin Ward this year. There is £1,000 in the budget but the likely cost will be in the region of £4,500

To note: the internal audit this year was £100 compared to last year's fee of £540 so even after the external audit fee is paid this budget line should show an underspend.

Resolved: The information was noted.

5FC/18-19 **ITEM 6 TO CONSIDER CHRISTMAS LIGHTING**

£ 4,540 has been included in the budget for Christmas light provision for Christmas 2018. Last year £4,502.76 spent last year incl. vat (£3,752.30 excl. vat).   The provision was discussed.

Resolved: **It was agreed to recommend to full council to request the same lighting as last year at the same cost.**

6FC/18-19 **ITEM 7 ITEMS FOR THE NEXT FINANCE COMMITTEE MEETING**

Resolved: **There were no items suggested for the agenda of the next meeting and therefore it was agreed to keep this open to include anything that may arise in the time between meetings, with the Chair's agreement.**

A provisional date for the next meeting will be 16th October at 5.00 pm at Sarn Centre if there are sufficient items for the agenda.

The meeting closed at 5.43 pm

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Chair of Council **12th November 2018**