

Cyngor Cymuned Cwmllynfell Community Council



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Minutes of the General Meeting of Cwmllynfell Community Council held virtually on Tuesday 7th November 2023 6.30pm

Minutes

**Cllr M Scarll
Cllr Martin Evans
Cllr D Thomas
Cllr C James
Cllr H Williams
Cllr Helen Lewis**

1. Apologies for Absence

Cllr L Salmon, Cllr D Watkins, Cllr H Jones

2. Declarations of Interest

None

3. Minutes of the Meeting held on 19 September 2023

Resolved: Approved

4. Financial Matters

a. Payment of Accounts – October 2023

Sarah Daniel	Salary	660.46
HMRC	Income Tax	156.41
NEST	Pension	54.74
O2	Mobile Phone	32.70
KDY Electrics	Install of Defibrillator case at Rhiwfawr Hall	85.00

b. Quarter 2 Accounts 2023-24

Members were presented with the accounts for the end of Q2. The Clerk highlighted that the budget line for grant funding and Community Halls had been realigned to reflect the outcome of the last meeting where funding for Community Halls was amended.

Receipts

Budget

Actual

Difference

Precept	£43,000.00	£28,666.66	£14,333.34
Interest	£0.00	£0.00	£0.00
Cemetery	£0.00	£1,882.10	-£1,882.10
VAT Refund	£0.00	£0.00	£0.00
Grants	£0.00	£0.00	£0.00
Total Receipts	£43,000.00	£30,548.76	£12,451.24
Payments			
General Administration	£4,930.00	£2,373.41	£2,556.59
Payroll and Expenses	£11,132.00	£5,232.36	£5,899.64
Cemetery	£4,195.00	£287.30	£3,907.70
Parks & Open Spaces	£10,935.00	£7,766.02	£3,168.98
Community Halls	£6,500.00	£6,500.00	£0.00
Grants	£5,500.00	£1,359.00	£4,141.00
Section 137	£3,000.00	£0.00	£3,000.00
Highways	£0.00	£0.00	£0.00
VAT Paid	£0.00	£0.00	£0.00
Designated funds	£0.00	£0.00	£0.00
Total Payments	£46,192.00	£23,518.09	£22,673.91

Balance Sheet

Balance Brought Forward	£67,496.26
Add Total Receipts	£30,548.76
Minus Total Payments	£23,518.09
Balance Carried Forward	£74,526.93

Bank Reconciliation Statement Date 30 September 2023

Business Money Manager Account
 Unpresented cheques £250.00
 Unpresented payments
 Total of Bank Accounts £74,776.83
 The above Summary and Bank Reconciliation Statement represent fairly the financial position of the Council as at 30 September 2023
 Approved by the Council at a meeting on 7.11.2023

RESOLVED: To approve the Q2 Accounts as an accurate reflection of the Council's financial position.

c. Review of Financial Regulations

The Clerk outlined minor proposed changes to the financial regulations as follows:

- Dates amended to allow for better financial planning before the pre-cept is set
- Authorisation of **emergency** spends up to £200 can be authorised via email and minuted in subsequent meeting
- Removal of the £200 limit for prior authorisation where there is **extreme** risk (clerks view where there is immediate danger to the public)

RESOLVED: Members accepted the revised changes to the Financial regulations

5. Planning Matters

None received

6. Reports

a. Seasonal activities – Christmas

Following discussion it was **RESOLVED** to:

1. Donate selection boxes to Neuadd Cwmllynfell Hall and to Ysgol Gynradd Cwmllynfell. Clerk to make purchases
2. Provide sweets to support the Christmas Parade
3. Members to volunteer with event organisers to support the Christmas parade

b. Grounds Maintenance Contract

Members were presented with the current grounds maintenance contract for review which is due to be renewed in April 2024. The clerk advised that she had included an optional emptying of the bins in Llynfell Skate Park, but this was not essential as other options could be explored.

It was also discussed that when seeking quotes to advise potential contractors that the cuts to the cemetery may need to be reviewed periodically to ensure it is adequately maintained

c. Playground maintenance and bins

The clerk advised that changes to the way in which trade waste is collected will be implemented by the Council in April 2024. She advised that the waste placed in the trade waste bin in the cemetery would need to be separated and separate bins provided for recycling, garden waste and non-recyclable waste. She continued that any recyclable waste that was put in a waste bin would not be collected and the Community Council would be fined.

Members discussed the complications of the Community Council monitoring when waste was put in the wrong bins but concluded there was no efficient way they could do this without being present.

Members **RESOLVED** to remove the Trade waste bin to avoid potential fines and replace with a sign to ask people to take their waste home with them

d. Remembrance Service and donation

Cllr M Scarll agreed to attend the service at Cwmllynfell Hall to represent the Community Council. The Clerk advised that she will arrange the wreath

e. Borough Member report

Nothing to report

7. Date and Time of next meeting

6th December 2023

8. Urgent Business

Please advise Chair and clerk of urgent business 24 hours prior to the meeting