

Y Ganolfan Gymdeithasol
Yr Hen Bwrtawi
Gwenfô
Bro Morgannwg
CF5 6AL



Community Centre
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Minutes of Finance Committee Meeting Held on 8 April 2025 at 2.30pm

Present: Cllr J Williams (Chair), Cllr M Harvey, Cllr R Sexton, D Barrett-Plows Clerk to the Council

1. Apologies: Cllr C Thomas
2. The minutes of the Finance Meeting of Tuesday 14 January 2025 were approved.
3. **Review of annual expenditure for the period 01.04.2024 – 31.03.2025**
The Annual Statement of Accounts plus the annual summary of receipts and payments were discussed in detail, it was noted overall that income was significantly higher than budgeted with payments being considerably lower than budgeted. It was agreed that for the new financial year, i.e., 2025-2026 the Clerk would review monthly income and expenditure reports and to inform Council of any items likely to exceed the budget. The VAT refund for the final period January – March 2025 had been processed by the Clerk as agreed in Finance Meeting Minutes of 8 July 2024 – refund due in the sum of £1277.00.
4. It was agreed to review the budget figures at the next Finance Meeting to be held on Tuesday 8 April 2025 and each quarterly meeting thereafter.
5. To confirm bank standing orders, direct debits and bank signatories:

Direct Debits:

HMRC	PAYE	Paid Quarterly	
British Gas	Light & Heat	Monthly – Gas & Electricity	
Vale of Glamorgan	Council Tax	Monthly	1 @ £298.60
			9 @ £295.00
Onecom	Broadband & Phone	Monthly	
Welsh Water	WCC	6 monthly	
Welsh Water	Allotments	6 monthly	

Standing Orders:

Cleaner	WCC	Weekly	£45.00
		Monthly	£15.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories:

Cllr J Williams, Cllr C Thomas, Cllr N Gater

Clerk to the Council - Online Banking access & Debit Card Holder

6. Review Asset Register - The values against the items on the asset register to be updated in readiness for the insurance renewal. Cllr R Sexton agreed to action.
7. Insurance renewal date 1 June 2025. Clerk to obtain 3 quotations prior to 1 May 2025 Council AGM meeting.
8. Risk Assessment – Approved – to be adopted at 17 April 2025 Council meeting.
9. Audits - The Internal Audit to be carried out on Tuesday 16 April 2025, Wenvoe Community Council is due a full audit for year ended 31 March 2025, all documents to be delivered to Audit Wales Cardiff before the end of July 2025.

Meeting ended 3.35pm

Next Meeting - Tuesday 8 July 2025