

Pentir Community Council

A Virtual meeting of the Finance Sub-committee will be held at 7.00pm on Wednesday evening,
25th November 2020

Agenda

Present

Apologies

Code of Conduct

Minutes of the Last Meeting 28-10-2020

Matters arising from the minutes

Financial Report

External Auditors

Payments requiring attention

D W Lewis	Grass cutting November	= £295.00
Salary	November	= £ 583.56
Income Tax	October	= £ 146.00

Budget Setting 2021-22

Projects Ysgol Y Faenol Project
Lane towards Glasinfrynn Centre
Defibrillators - Electricity 2020-21

Also for discussion

- Gamlins
- Risk Assessment
- Pentir Respect Application

Pentir Community Council
Finance Sub-committee Meeting, Wednesday evening, 28th October 2020
Virtually at 7.00pm.

Minutes

Present Cllr L A James (Chair), Cllr D Jones-Morris, Cllr D W Jones and Cllr B Jones

Apologies Cllr J Pierce

Code of Conduct. Everyone was reminded of the Code of conduct and if someone needed to declare an interest then they would need to do so orally tonight so that the Clerk could record the declaration.

No Declaration of Interest.

Minutes of the last meeting 07-10-2020

Cllr D Jones-Morris proposed and Cllr B Jones seconded that they were a correct record.

Matters arising from the minutes

Risk Assessment - An apology was given that there had been no opportunity to review the register.

Salary Scales - The clerk had not sent the details to the Chair to be able to confirm to the Accountants that Point 23 was now £14.42 per hour rather than £14.03 since 1st April 2020.

Gamblins - Despite every effort - the only response received from the Solicitors was that they had not found any correspondence regarding the Glasinfryn Centre in 2014-15. The Clerk reported that he had photocopied the correspondence we had in a file from that time and had delivered them to Parc Menai this afternoon.

Financial Report

The Clerk circulated electronically the financial balance sheet showing £45,306.82 in the current account on 06-10-20 but the actual total is £44,291.26 and £25,036.57 in the deposit account.

External Auditors - Response/queries received from BDO 15/10/20 on 5 points and the Clerk had responded to them all on 20/10/20.

The document that was sent back was shared and the Clerk was asked to share that with the rest of the Council when sending an Agenda for the next Full Council.

No further response received

Funding Applications

- Pentir Respect - Application received for funding as they haven't been able to hold fundraising activities due to the lockdown. **Recommend contributing £300**
- Llais Ogwan - Current financial balance sheet had now arrived. **Recommend contributing £300**

Payments requiring attention. Following the recommendations of the Full Council the Clerk had proceeded to order 3 new Defibrillators and boxes in which to keep them.

Zoll Defibrillators	3 Machines x £800 + Delivery	= £2419.90 + VAT	= £2903.86
Polycarbonate boxes and bracket to fix them on poles	+ delivery	£1578.95 & VAT	= £1894.74
Salary	October		= £ 583.76
Income Tax	October		= £ 145.80
Scottish Power	Chapel Electricity	Estimate of £778.45 received, which is clearly wrong	= £ 47.99
D W Lewis	Grass cutting October		= £635.00
Rhiwlas Hall	Storage May to October 2020		= £240.00
E A Williams	Looking after the Chapel and Cemetery	Annual pay due	= £300.00

A letter of resignation from the caretaker was read, following 25 years of service.

In recognition of her service, it was agreed for the Chair to send her a card and flowers from the Council.

A total of £960 had been paid into the bank yesterday (27.10.20)

Projects requiring attention

- Caerhun Playing Field - As the RoSPA inspection had not identified a high risk to user safety and as this council would be in charge of a further 2 playing fields at the beginning of the next financial year, it was agreed that it would be better to wait to see in what condition they were before substantial funds were spent in Caerhun.
Clerk to ask Gwynedd Council for a report inspecting the two fields in question at Glasinfrynn and Ffordd Cynan or to obtain permission to ask RoSPA to inspect them independently.
 - Lane towards Glasinfrynn Centre
No update here as no response had been received from our Solicitors.
 - Gardener for the Flower boxes. The Clerk had contacted Mr G Hughes to confirm his appointment.

Also for discussion

- Risk Assessment. Needs attention as soon as possible.
 - Ysgol v Faenol Project Update

The Clerk and Cllr D Jones-Morris had visited the site on behalf of the Council. Cllr M Baines (County Council) and Cllr L A James (Ysgol Y Faenol Governor Representative) and two members of the centre's management committee had also attended.

The work was coming along well and there would be an opportunity to re-visit in about a month after the windows have been installed.

Discussion points – The front door to the new centre will be an automatic door

- Discuss tree felling between the building and the highway with the reinstatement of the hedge.
 - Colour selection – the Centre's management committee to select.
 - Do we need to consider our logo and upgrade/modernise it.

The meeting concluded at 8.30.