

Pentir Community Council

Minutes of the Finance Committee Wednesday Evening 30th October 2024

1. Present Cllr L A James Chair; Cllr I Ellis; Cllr J Pierce; Cllr D Jones-Morris; Cllr B. Jones and the Clerk
2. Apologies
All were present
3. Code of Conduct
Cllr L A James declared that she was a trustee of Penrhos Community Centre
4. Minutes of the last Meeting 25--09--2024
The minutes were accepted as a correct record, as proposed by Jean Pierce and seconded by Cllr I Ellis
5. Application for Funding
No application for funding received but a general letter received from St David's Hospice explaining their fundraising campaign **No financial balance sheet – Clerk to make an enquiry**
6. Confirmation of Payments and payments requiring attention
Recommend payment of - October Salary £ 693.64 H M R C Month 7 £ 173.40
Wyn Lewis Grass cutting September and Pentir Footpaths £1560.00.
7. Risk Register/Policies
Financial Regulations While Cllr L A James had reviewed our current Regulations, a template of Regulations had been received from One Voice Wales. It was agreed to amend them for Pentir Council ready for submission and adoption in Full Council
Discussion of translations A DATA PROTECTION POLICY PRIVACY WARNING – STAFF AND MEMBERS had to be sent to Cymen as a substantial amount of it was in English
All adopted Policies now appear on our website bilingually
Language Policy - Following the comments of Cllr A Joyce, some wording was discussed and adjusted for adoption in the next Full Council
8. Clerk's Matters
Agree on the material of the chapel floor - Clerk still awaiting examples from the Company
Co-option panel **6 names received for co-option**
It was agreed to establish a panel of 3 and the Clerk to 'interview' informally for a conversation and questioning
It was agreed that the Clerk, the Chair and the vice-chair, and the Chair of the Finance Committee should be on the panel
Clerk to contact the individuals and arrange a date and time for them
External Audit The auditors had contacted the Clerk to enquire about items that had already been posted to their Office as well as the items that had been sent electronically
Lightsource - community funding. The Company has now been granted planning permission and is keen to know if the Council is going to claim its share of community benefit funding. Recommend to the Full Council that we do and try to identify projects that could benefit
Salary Scales 2024-25 The Clerk had received correspondence regarding an increase in the National Salary Scale with back pay to April 2024 for clerks
Clerk to pass on the information to the Accountants responsible for the payroll
It was also proposed that the Council undertakes to review either the Clerk's salary scale and/or hours
Christmas Decorations/Lights
Following ordering and receipt of decorations for Penrhos Road, the Gwynedd Street Lighting Section came back to us to report that it was not possible to install them on the lamp bases on Penrhos Road, due to their size
Following co-operation between the Street Lighting department and ourselves a process is in place to send the equipment back and to receive 12 smaller decorations suitable for installation

The meeting concluded at 9.00