

Pentir Community Council

Finance Committee Minutes Wednesday 28th May 2025

1. Present
Cllr LA James Chairperson; Cllr I Ellis; Cllr J Pierce; Cllr D Jones-Morris; and the Clerk
2. Apologies
Cllr B Jones and Cllr CW Owen
3. Code of Conduct
Cllr LA James is a trustee at the Penrhos centre
4. Minutes of the last meeting 30 -04 -2025
Accepted as a correct record as proposed by Cllr D Jones-Morris and seconded by Cllr I Ellis
5. Financial issues
 - Financial balance sheet Balance sheet shared and accepted in terms of payments but the Clerk explained that they hadn't paid HMRC for the last 2 months as they had not received the appropriate forms for monthly payments. The same issue arose at the start of the 24-25 financial year and they paid the first 4 months together
 - Internal Auditors Everything is now ready to go to the internal auditor
6. Application for Support
No applications received
7. Confirmation of Payments and payments requiring attention
Recommend that all the following be paid
May Salary £740.08 HMRC Month 2 £185.00
TG Hughes General gardening £ 700.00 DW Lewis Mowing April £ 920.00
Cymen Translation April £2080.70 Yu Energy Chapel Electricity £9.59
HSBC Costs £9.40
7. Risk Register/Policies
Risk Register need to add to it considering what may arise with the new Centre Project
Financial Regulations
The Council has received a new financial Regulations Template from Unllais which refers to online payment situations as well as thresholds at which the Clerk can undertake payments and those thresholds need to be agreed by the Full Council. It was agreed that the Clerk should ask Unllais if it is possible to organize training on budgeting bearing in mind that it has been several years since the previous training and several new Councillors have been elected since then.
Clerk to ask about training before agreeing changes to our financial regulations
8. Topics from the Clerk
Caerhun Flower Boxes – Already arrived and placed at the bus shelter
They need to be paid for, and the plants and the soil when the invoices arrive
Penrhos AE and AT Lewis report that they are not aware of how we will receive/order a new box after the box that was

there was damaged **Contact YGC**

Lightsource action No update

External Audit - Payment will be made after the Chair has received a response to his last query for clarity

Our solicitors' response to the draft of the new centre's headline lease terms

The Chairman and the Clerk had a meeting with the Solicitor a week ago to discuss the latest headline terms.

1. They did not consider that a headline was necessary for giving the right to give a Year's notice by either side after 5 years as that only gave a 5 year guarantee on a 30 year lease
2. He did not see an advantage to the Council creating a corporate Charity as that would only create another level of bureaucracy
- 3 Pentir Council are free to run the new centre as they wish
4. When the lease for the new centre is signed the lease of the existing centre will end
5. Need to discuss the above with the Management committee so that they can settle with the different services - Water Electricity Gas etc and with the employee users
6. Equipment cannot be moved until the lease is signed