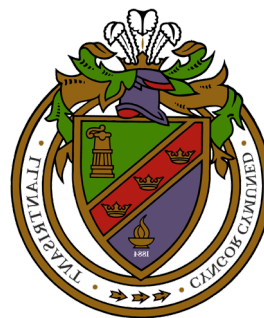


CYNGOR CYMUNED LLANTRISANT LLANTRISANT COMMUNITY COUNCIL



MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

**HELD AT 6.30PM ON TUESDAY 26TH NOVEMBER 2024 AT LLYS Y CWM,
BEDDAU**

Present

Cllr Ron Hunt (Chair)
Cllr Julie Barton
Cllr Mal Davies
Cllr Paul Thomas

Cllr David Nicholas
Cllr David Myles
Cllr Dr Catherine Preston
Cllr Adam Robinson

In Attendance

The Clerk to the Council (Mr Geraint Hopkins JP)
The Deputy Clerk and Responsible Financial Officer (Mrs Alison Jenkins)
Cllr Anne Callow (representing Beddau, Llantrisant and Talbot Green Food Hub)
Mrs Jane Ellis (Beddau, Llantrisant and Talbot Green Food Hub)

FGP/24-25/01 Apologies for absence

There were no apologies for absence. All members of the Committee were present.

FGP/24-25/02 Declarations of Interest

Cllrs Julie Barton and Catherine Preston declared that they were volunteers with Beddau and Tynant Community Library

Cllr Adam Robinson declared that he was a volunteer with Llantrisant and Talbot Green Together.

Cllrs Nicholas and Myles declared that they were allotment holders.

FGP/24-25/03 **Beddau and Tynant Community Library Annual Report**

A Report of the activities of Beddau and Tynant Community Library, along with a summary of their accounts was received and noted in accordance with the agreement with the Library reached at Minute FGP/23-24/76.

Members were pleased to note that 2025 would mark the tenth anniversary of the library having been transferred from the local authority into the hands of the voluntary trust, and the sixtieth anniversary of the establishment of the library.

FGP/24-25/04 **Support for local food banks**

Information was received from BLT Food Hub, Beddau Welfare and Salem Food bank and considered in terms of the budget the Council may wish to set in respect of support for local food banks in the financial year 2025/2026.

Members commented that they felt that the community, and particularly those in need within it, would be better served by the various organisations having some time to discuss cooperation and partnership.

Having spoken to their paper, and answered questions particularly on the BLT Food Hub, Cllr Callow, and Mrs Ellis left the meeting.

Members **agreed** to recommend that £5,000 be included in the budget for 2025/2026 for this purpose, but felt that, given that resources were finite, by the time applications came in during the next financial year, these organisations should be encouraged to prepare proposals on the basis of increased cooperation.

FGP/24-25/05 **Support for Llantrisant Guildhall**

Members **agreed** in principle to include £1,500 in the budget for 2025/2026 for the Llantrisant Guildhall to support the events it puts on throughout the year in the community. The Clerk was authorised to discuss with the Guildhall the terms of the grant, which would include a requirement for some prominent recognition of the Council's support in the publicity materials for these events.

FGP/24-25/06 **Section 137 Letter (Expenditure Limit)**

The letter from Welsh Government specifying the Section 137 expenditure limit for 2025/2026 was noted.

FGP/24-25/07 **Year to Date Accounts**

The accounts for the year to the end of Quarter 2 were reviewed, and having considered the recommendations from the Responsible Financial Officer the following virements were **agreed** to:-

FROM		TO		AMOUNT
4250/101	Contingency	4202/101	Computer Costs	£800
4250/101	Contingency	4205/101	Telephones	£300
4215/101	Audit Fees & Bank Charges	4220/101	General Insurance	£30
4010/102	Recruitment/Occupational Health	4020/102	Work Wear	£300
4050/201	Caerlan Rates	4050/308	Work shop Rates	£110
4050/205	Llys y Cwm Rates	4050/308	Work shop Rates	£65
4074/308	Workshop insurance	4050/308	Work shop Rates	£44
4066/308	Workshop repairs	4050/308	Work shop Rates	£32
			TOTAL	£1,681

FGP/24-25/08 **Draft Budget and Precept 2025/2026**

The following represents the recommendations the Committee **agreed** to make to Full Council:-

- (i) that the hall hire charges be those in the following table:-

	<u>CAERLAN HALL AND LLYS Y CWM</u>	<u>BEDDAU COMMUNITY CENTRE</u>
	Recommended £/hour	Recommended £/hour
Standard Rate	£11.50	£12.50
Regular Hirer		£11.50
Not for Profit Rate	£7.75	N/A
Party Booking	N/A	£90
Block use of Meeting Room as Food Hub	N/A	£150/ month

- (ii) that the standing charges levied to the four allotments sites committees be those as follows:-

2024/2025 2025/2026

Penygawsi Allotments	£50	£51
Brynteg Allotments	£81	£83
Tynant Allotments	£76	£78
Penycoedcae Allotments	£92	£94

- (iii) that the Assets and Operations Committee be asked to review the structure for fees and charges for allotments in readiness for the following year's budget process;
- (iv) that charges for photocopying at the Parish Office be as follows:-

	A4	A3
Black and white copies	5p	10p
Colour	10p	20p

- (v) that the following estimates for income and expenditure be approved as the Council's Budget for the financial year 2025/2026:-

ADMINISTRATION	Budget	Proposed
	2024/25	2025/26
Photocopying	£1,800	£1,800
Computer Costs	£2,750	£3,300
Postage	£80	£50
Telephones	£850	£1,250
Stationery	£300	£300
Sundries	£100	£100
Audit Fees & Bank charges	£1,200	£1,400
General Insurance	£4,500	£4,700
Elections	£3,000	£2,000
Contingency Fund	£6,000	£6,000
Office Equipment	£750	£1,000

TOTAL	£21,330	£21,900
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COUNCILLORS	Budget	Proposed
	2024/25	2025/26
Chair's Allowance	£1,000	£1,000
Remuneration	£5,000	£4,500
OVW	£2,700	£2,800
Councillors Training	£1,244	£500
Travel & Subsistence	£250	£250
TOTAL	£10,194	£9,050

GRANTS	Budget	Proposed
	2024/25	2025/26
Llan and Talbot Green	£11,000	£11,000
Beddau & Tynant Wards	£10,000	£9,000
General Grants	£2,500	£2,500
Llantrisant Guildhall		£1,500
BATCL	£6,000	£6,000
TOTAL	£29,500	£30,000

PROJECTS	Budget	Proposed
	2024/25	2025/26
Defibrillator Supplies	£0	£300
Llantrisant Ward	£3,000	£2,500
Talbot Green Ward	£3,000	£2,500
Beddau & Tynant Wards	£6,000	£5,000
Events/Public Relations	£7,500	£6,000
Christmas	£12,000	£12,000
Floral Displays	£4,000	£4,000
Charter of Friendship	£500	£250
Community Assistance	£5,000	£5,000

Beating the Bounds earmarked	£1,000	£1,000
TOTAL	£42,000	£38,550

TRANSPORT	Budget	Proposed
	2024/25	2025/26
Fuel	£1,400	£1,400
Repairs, Service, MOT	£1,000	£1,200
Road Tax	£300	£360
Van Lease	£600	£550
Van insurance	£1,500	£1,700
New Van Fund	£4,000	£4,000
TOTAL	£8,800	£9,210

ALLOTMENTS	Budget	Proposed
	2024/25	2025/26
Penygawsi Allotments	£600	£600
Brynteg Allotments	£600	£600
Tynant Allotments	£600	£600
Penycoedcae Allotments	£600	£600
TOTAL	£2,400	£2,400

OUTSIDE WORK	Budget	Proposed
	2024/25	2025/26
Equipment (repairs & spares)	£2,000	£2,500
Outside Work	£3,000	£3,000
Street Furniture	£1,500	£2,000
Large Equipment	£1,500	£1,500

TOTAL	£8,000	£9,000
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WORKS DEPOT	Budget	Proposed
	2024/25	2025/26
Rates	£350	£1,000
Water Charges	£400	£250
Electricity	£700	£1,500
Broadband	£300	£350
Repairs & Maintenance	£300	£200
Rent	£7,000	£6,500
Insurance	£550	£560
Sundries	£100	£100
TOTAL	£9,700	£10,460

STAFFING	Budget	Proposed
	2024/25	2025/26
Salaries	£120,000	£135,000
PAYE & NI	£35,000	£36,000
Pension Contributions	£27,000	£29,000
Occupational Health/ Recruitment	£500	£500
Training	£2,000	£1,000
Work wear	£1,200	£1,000
Staff Expenses	£300	£300
TOTAL	£186,000	£202,800

CAERLAN	Budget	Proposed
	2024/25	2025/26
Rates	£5,000	£5,400
Water Charges	£600	£600
Electricity	£1,000	£1,100

Gas	£1,500	£2,500
Cleaning Materials	£300	£300
Maintenance Contracts	£2,300	£3,000
Repairs & maintenance	£1,000	£1,500
TOTAL	£11,700	£14,400

BEDDAU COMMUNITY	Budget	Proposed
	2024/25	2025/26
Electricity	£1,500	£2,200
Gas	£2,000	£5,000
Broadband	£360	£450
Cleaning Materials	£300	£300
Maintenance Contracts	£800	£1,200
Repairs & maintenance	£2,000	£2,500
TOTAL	£6,960	£11,650

LLYS Y CWM	Budget	Proposed
	2024/25	2025/26
Rates	£2,200	£2,300
Water Charges	£750	£600
Electricity	£1,200	£800
Gas	£1,500	£1,200
Broadband	£384	£450
Cleaning Materials	£300	£300
Maintenance Contracts	£1,800	£1,400
Repairs & maintenance	£1,000	£2,500
TOTAL	£9,134	£9,550

	Budget	Proposed
	2024/25	2025/26
<u>TOTAL EXPENDITURE</u>	<u>£345,718</u>	<u>£368,970</u>

INCOME	Budget	Proposed
	2024/25	2025/6
Photocopying	£100	£100
Precept	£311,199	£311,706
Interest	£3,500	£3,500
Penygawsi Allotments	£50	£51
Brynteg Allotments	£81	£83
Tynant Allotments	£76	£78
Penycoedcae Allotment	£92	£94
Footpath Agency Agreement	£835	£835
Hall Hire Llys y Cwm	£4,500	£1,000
Hall Hire Caerlan	£5,500	£6,500
Hall Hire Beddau CC	£9,000	£12,000
Grants		
<u>TOTAL INCOME</u>	<u>£334,933</u>	<u>£335,947</u>

BUDGET EXPENDITURE 2025/26		EARMARKED RESERVES
Administration	£21,900	£12,750
Councillors	£9,050	
Grants	£30,000	
Projects	£38,550	£5,669
Transport	£9,210	£9,296
Allotments	£2,400	
Outside Work	£9,000	£6,809
Works Depot	£10,460	
Staffing	£202,800	£2,409
Llys y Cwm	£9,550	£66
Caerlan	£14,400	£1,050
Beddau CC	£11,650	-£497
CiL		£272
TOTAL EXPENDITURE	£368,970	
TOTAL EAR MARKED RESERVES		£37,824

- (vi) that it be made clear that the proposals for the use of ward project funds be decisions of the whole council; and
- (vii) that the Precept levied by this Council for 2025/2026 for a Band D equivalent property be £62.00.

FGP/24-25/09 **Financial Regulations**

A new set of Financial Regulations, in line with the model supplied by One Voice Wales, was reviewed and it was **agreed** that they be adopted as the Financial Regulations of the Council.

FGP/24-25/10 **Financial Risk Assessment**

The recommendation by the internal auditor, “*“to present, on a quarterly basis, the Council’s financial account reconciliation statements for scrutiny and approval to either Full Council or the Finance & Policy Committee, “* was incorporated into the Financial Risk Assessment, and it was **agreed** the revised document be adopted as the Council’s Financial Risk Assessment.

FGP/24-25/11 **Independent Remuneration Panel for Wales**

The Independent Remuneration Panel for Wales’ Report for 2025/2026 was noted by the Committee.

There being no further business, the meeting was closed at 8.15pm.

**CLLR RON HUNT
COMMITTEE CHAIR**