**CRYNANT COMMUNITY COUNCIL**

**Minutes of the Finance Meeting held on 16/10/2017**

**1. ATTENDANCE** Cllr. R. Miles **APOLOGIES**  Cllr A. Hart

Cllr. P. Shopland

Cllr. P. Wood

Clerk H.Mortimer

**2**.**AGENDA**

1. Rural Development Fund – Expression of Interest
2. Playdale – Sign off completed trail and update on repair work
3. Training
4. Internal auditor meeting – Interim audit
5. Cashflow forecast
6. Christmas decorations & Christmas Tree display 24th Nov.

**3, MINUTES**

1. Clerk provided report on an opportunity that arose to apply for funding from the Welsh Assembly Gov. Community Development Fund. Expression of interest application submitted for consideration in conjunction with Joanne Fisher NPT Youth Services. Should we progress to full application stage the Finance and Grant committees would merge and work together.
2. **Resolved** that the final invoice should be forwarded for payment authorisation at the full meeting invoice total £3117.00 including VAT.

The scheduled repairs are to be completed on the 19th October.

1. The previously authorised hedgecutter and blower course has been set for Nov 21st. Following meeting with Caretakers attendees will be reviewed closer to the date.
2. Meeting held with Mr Phillip Hunkin of WBV accountants. It was agreed that the firm would undertake the half yearly audit as requested, at no extra cost. The books will be required for one week only, as part of the review the auditors would provide a list of recommendations for the year end audit and also provide some suggestions on how the amount of billable hours could be reduced.
3. **Resolved** that the review of the budget confirmed and accepted.

Clerk presented cashflow forecast for consideration, cashflow and budgets to be reviewed monthly estimated year end reserve to be c£15K which would need to be earmarked to provide match funding for grant applications.

1. **Resolved** To engage Laker Electrical to check and connect electrics for lights placed on the Church and Chapel.

The Caretakers will take out all decorations stored at the Centre, The Clerk to collect decorations stored at the Chapel, they all need to be inspected and replaced/added to as required. It was decided that the tree planted at the Church was looking very sorry and needed to be replaced with a larger tree or taken down and some other decoration provided. Cllr. Roger Miles to check with Forestry Commission at Rheola the possibility of obtaining a tree for display.

The display of Christmas trees at the centre will take place on the 24th November, authority given to purchase 150 Advent calendars to be handed to the children attending on the night. The provision of printed calendars for households not a possibility for this year, due to time constraints. Hot drinks and mince pies to be provided and donations/funds raised to be contributed to the defibrillator fund. (although grant funding still being sought). Contributions for raffle prizes and support on the night would be gratefully received – we aim to have 10 decorated trees in the centre, each with a note stating what each group do and when residents could participate in each. Youth Club volunteers will be available to help, the Toddler/room 11 will be open and the Gym so anyone who visits can have a look around and take away some ‘what’s on information’.

**FINANCE REPORT (HT)**

Bank Balances as at 30th September 2017

Community Council: £ 16,771

Savings Account: £ 18,799

Community Association: £ 4,973

* **Resolved** that Receipts and Payments ledger signed off and bank reconciliation confirmed at the 30th September 2017.

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Signed: Chair