

Cyngor Cymuned Creunant Crynant Community Council

Clerk to the Council

C/o Crynant Community Centre, Woodland Road, Crynant, SA10 8RF

Tel: (01639) 750356

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Finance Committee Meeting

To be held on Thursday 12th of June 2025 at 9am at Crynant Community Centre

Please submit all apologies in advance to the Clerk.

Members of the public and the press are welcome to attend. Please contact the Clerk in advance to ensure correct access is given.

AGENDA

58. To elect the Chair of the Finance for 2025 – 2026
59. To receive apologies for absence
60. To receive public questions
61. To receive any declarations of interest
62. To approve the [Minutes of February 2025 Finance Committee Minutes](#)
63. To recommend Members to be bank signatories until end of term 2027
64. To review the [Internal Audit Report for Year End 2025](#)
65. To review the [cost codes and cost centres for the budget](#)

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Item 65

Crynant Community Council currently uses Scribe Accounts Software to input payments, receipts, budgets, and reserves. To date, the Council have used this software predominantly for entry of receipts and payments with budgets prepared on spreadsheet and reconciled with the software.

This can cause disconnect between Cost Centres and Cost Codes.

Cost **Centres** are the overarching labels for Cost Codes.

Cost **Codes** are individual budget lines.

And example of this is with relation to printing. The cost **centre** would be 'Administration' and the cost **code** is 'Printing'

This item is intended to seek Member instruction and input onto how to best use the current budget headings and how these can be broken down for the accounts software.

It's important for Members to have input in this process as it ensures all Members understand the terms used, how the software works, and how the budget is conceived.

The current budget headings are presented in the following documents below:

Expenditure	Budget 26	
Staff		
Clerk SCP		SLCC wage agreement pay award outstanding and pension liability
RFO-Admin support		not required Clerk and RFO combined
Caretaker 20 hrs		Caretaker wages - minimum wage increase to £12.21
Caretaker 20 hrs		
Cover		
Wages cost	50,488	
Office premises	0	Home working declined, Agreement to utilise office in Community Centre.
Office running costs	2,000	Scribe, printer/printing, stationery, postage, bank charges IT
Insurance	4,100	Final year of 3 year agreement
Vehicle Insurance	600	CPI increase
Audit/Legal	2,000	Internal audit fees, 3 x Wales audit office fees in quater 2
Training	500	Councillor, Clerk , Caretaker and volunteer training
Allowances	0	Mandatory payments - Councillors previously opted out
Subscription	400	One Voice Wales
Health & Safety	500	First aid kits
Inspections	1,500	ROSPA, Alarms - security and fire
Sec 137 grants	500	Consider D Day commemorations
Civil allowance	300	Considered annually in November
MYH	1,000	Rates & Contingency for grass cutting should volunteers not be available
Playgrounds	2,000	No cap-ex, sum to cover general wear and tear
Grass cutting	0	to provide consumables and PPE to volunteers
Equipment	1,000	Replace only to complete committed requirements
Maintenance	4,512	Machinery servicing, outside essential maintenance.
CCC costs	20,912	
Total	71,400	
Precept set		
% increase yr on yr		
Other receipts		Including grants received and burial fees

1	Wages	True
2	Administration	False
5	Training	False
6	Rates	False
8	Equipment	False
9	Bank Charges	False
10	Subscriptions	False
11	Fees	False
12	Grants	False
13	Cemetery	False
14	Earmarked Reserves	False
15	Grounds Maintenance	False
16	Income	False
17	Community Centre	False
18	Insurance	False
19	Audit/ Legal	False
20	Member allowances	False
21	Playgrounds	False
22	Grass Cutting	False
23	Civil allowances	False
24	Section 137 grants	False
25	Health & Safety	False
26	Inspections	False

68	wages	0.00	50488.00
66	Community Centre	0.00	0.00
65	Fire alarms	0.00	0.00
64	Security alarms	0.00	0.00
63	ROSPA	0.00	0.00
62	First aid kits	0.00	0.00
61	Repair	0.00	0.00
60	Councillor allowances	0.00	0.00
59	Audit Fees	0.00	0.00
58	Vehicle Insurance	0.00	0.00
57	Strimmer	0.00	0.00
56	HMRC	0.00	0.00
55	Maintenance	0.00	0.00
54	Chainsaw	0.00	0.00
53	NPTCBC	0.00	0.00
52	Playground	0.00	0.00
51	Brushcutter- 12	0.00	0.00
50	CCA Contributions	0.00	0.00
49	Charity	0.00	0.00
48	Gym	0.00	0.00
47	Equipment	0.00	0.00
46	OVW	0.00	0.00
45	ICO	0.00	0.00
44	MISC	0.00	0.00
43	Postage	0.00	0.00
42	PPE	0.00	0.00
41	Elections	0.00	0.00
40	Audit Fees	0.00	0.00
39	Equipment Contribution	0.00	0.00
38	Inspections	0.00	0.00
37	Bins	0.00	0.00
36	VAT Reclaim	0.00	0.00
35	Software	0.00	0.00
34	Training	0.00	0.00
33	Wages	0.00	0.00
32	Tractor	0.00	0.00
31	Insurance Contribution	0.00	0.00
30	Training	0.00	0.00
29	Insurance	0.00	0.00
28	Burial Income	0.00	0.00
27	Misc	0.00	0.00
26	Subscriptions	0.00	0.00
25	Bank Charge	0.00	0.00
24	Donations	0.00	0.00
23	Bank Interest	0.00	0.00
22	Precept	0.00	0.00
21	Repairs	0.00	0.00

20	Grass cutting	0.00	0.00
19	General Maintenance	0.00	0.00
18	Cemetery Maintenance	0.00	0.00
17	Water	0.00	0.00
16	Website Costs	0.00	0.00
15	Water	0.00	0.00
14	Gas & Electric	0.00	0.00
13	Printing	0.00	0.00
6	NPTCBC	0.00	0.00
4	Community Centre	0.00	0.00
3	CVS	0.00	0.00
2	LEADER	0.00	0.00
1	NRW	0.00	0.00

0.00	0	Wages
0.00		Earmarked Reserves
0.00		Inspections
0.00		Inspections
0.00		Inspections
0.00		Health & Safety
0.00		Playgrounds
0.00		Member allowances
0.00		Audit/ Legal
0.00		Insurance
0.00		Equipment
0.00		Income
0.00		Community Centre
0.00		Equipment
0.00		Grants
0.00		Equipment
0.00		Equipment
0.00		Income
0.00		Grants
0.00		Equipment
0.00		Administration
0.00		Fees
0.00		Fees
0.00		Administration
0.00		Administration
0.00		Equipment
0.00		Fees
0.00		Fees
0.00		Income
0.00		Inspections
0.00		Equipment
0.00		Income
0.00		Administration
0.00		Training
0.00		Administration
0.00		Equipment
0.00		Income
0.00		Administration
0.00		Insurance
0.00		Income
0.00		Income
0.00		Subscriptions
0.00		Bank Charges
0.00		Income
0.00		Income
0.00		Income
0.00		Grounds Maintenance

0.00	Grounds Maintenance
0.00	Grounds Maintenance
0.00	Cemetery
0.00	Cemetery
0.00	Administration
0.00	Administration
0.00	Administration
0.00	Administration
0.00	Rates
0.00	Grants
0.00	Grants
0.00	Grants
0.00	Grants