

**Minutes of the Bryneglwys Community Council
Finance Committee Meeting
held 18th October 2018 at Canolfan Iâl, Bryneglwys**

Present: Cllrs Martin Mortimer (Chairman), Paul Anyon and Pat Downes.
In attendance was the Clerk & RFO David Rose.

Meeting commenced at 18:39

Cllr Mortimer welcomed all Members.

FC 8 Apologies:

Cllr Andrea Choudhury.

Cllrs Sharon Baines and Nia Roberts advised that they would arrive later.

FC 9 Declarations of Interest – Standing Order No. 56:

The Clerk read the Declaration of Interests statement.

No interests were declared.

FC 10 Public Participation Session – Standing Order No. 65:

No members of the public were in attendance.

FC 11 Internal Control Q2 2018/19:

The Chair guided the committee through the Internal Control Checklist, completing the answers and with the committee requesting and checking the evidence. The completed checklist will be scanned and published to the website.

Whilst reviewing Item 3 on the checklist concerning the “significant risks to achieving its objectives” **it was resolved** to recommend to full Council that an Agenda Item be set to agree a set of Council objectives for the balance of this term of office.

Whilst reviewing Item 4 on the checklist concerning reserves **it was resolved** to recommend to full Council that the Earmarked Reserves for operating budget be topped up to 12 months from the Unearmarked Reserves and that the balance is added to the Canolfan Iâl Project Reserves.

One risk was highlighted in that the RFO utilises the income and expenditure accounting basis during the financial year and converts it back, as required, for the Annual Return to report the accounts on a receipts and payments accounting basis. This may cause confusion if the RFO changes mid-year.

The Financial Reports to 30th September, including the Budgetary Control Report, were reviewed during and following the above process and were found to be acceptable.

Cllr Baines was in attendance from 19:22



FC 12 Next Meeting:

The next Finance Committee meeting will be held at 6:30pm on Thursday 17th January 2018 with the Ordinary Community Council Meeting immediately afterwards at 7:30pm, both at Canolfan Iâl, Bryneglwys.

Meeting closed at 19:25

Approved as being a correct record by ...

Chairman *A.M. M...*

Date: *15 November 2018*

Cllr *A.M. MORTIMER*

FINANCE COMMITTEE MEETING

BUSINESS TO BE TRANSACTED

AGENDA

18th October 2018

1. to receive apologies for absence
2. Clerk to read Declaration of Interests statement
3. Members are invited to declare personal or prejudicial interests in items of business itemised on the Agenda [SO 56]

Public Participation Session

This provides an opportunity for members of the public to raise questions and comment on items on the Agenda.

4. To complete the Internal Control process for Q2 2018/19
 - a. *complete the Internal Control checklist and check evidence*
 - b. *review the Financial Accounts*
 - c. *review the Budgetary Control Report*
5. Date of the next Finance Committee to be held on Thursday 17th January 2019 at 6:30pm.



David Rose
Clerk & RFO to the Community Council