Cyngor Cymuned Y Fali Community Council

Clerc / Clerk Gwenda Owen
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Cofnodion Cyfarfod y Pwyllgor Cyllid / *Minutes of the Finance Committee*
<u>14.03.22 7.00 yh/pm</u>
Cyfarfod o Bell/Remote Meeting

1.	Croeso		Welcome
2	Presennol Cyng N Tuck (Cadeirydd) Cyng M Swaine Williams Cyng G Browne Ymddiheuriadau Cyng C Furlong Cyng A Owen (Is Gadeirydd) Hefyd yn bresennol G Owen (Clerc)		Present Coun N Tuck (Cadeirydd) Coun M Swaine Williams Coun G Browne Apologies Coun C Furlong Coun A Owen (Is Gadeirydd) Also present G Owen (Clerk)
1	Cyflwynwyd y Daenlen Monitro Cyllideb sydd wedi'I hamgáu am y cyfnod 1 Ebrill 2021 i 31 Mawrth 2022 yn darparu'r wybodaeth ganlynol: - • Incwm a gwariant gwirioneddol am y cyfnod 1.4.21. i 28.02.222 • Incwm a gwariant rhagamcanol ar gyfer y cyfnod 01.03.22 to 31.03.22 • Crynodeb o'r gwariant gwirioneddol a rhagamcanol ar gyfer y flwyddyn ariannol gyfan. • Yr amrywiannau rhwng y lwfans cyllideb o dan bob pennawd yn erbyn cyfanswm y gwariant a ragwelir. Penderfynwyd bod y wybodaeth monitro'r gyllideb yn gofnod gwir a chywir o sefyllfa ariannol bresennol a rhagamcanol y Cyngor Cymuned.		The Budget Monitoring Spreadsheet enclosed for the period 1st April 2021 to 31 March 2022 was presented and provided the following information:- • Actual income and expenditure for the period 1.4.21. to 28.02.22 • Projected income and expenditure for the period 01.03.22 to 31.3.22 • A summary of actual and projected expenditure for the whole financial year. • The variances between the budget allowance under each heading versus projected total spend. It was resolved that the budget monitoring information was a true and accurate record of the current and projected financial position of the Community Counci.
2	Trosolwg		Overview

3.	Rhoddodd y clerc drosolwg fel a ganlyn:- • Atgyweirio man chwarae – mae'r costau gwirioneddol a ragwelir wedi'u cynnwys. G L Jones yn gobeithio cwblhau gwaith cyn diwedd y flwyddyn ariannol ond mae tebygrwydd na fydd yr anfoneb yn cael ei dderbyn tan 2022/23 a bydd y ffigwr yma yn cael ei adlewyrchu yn y balans i'w gario ymlaen ar ddiwedd 21/22 • Costau gweddilliol rhagamcanol Cyfieithu/Zoom wedi'u cynnwys yn ffigurau rhagamcanol mis Mawrth. • Disgwylir am anfoneb ar gyfer ffenestr newydd a thrwsio cwteri parc mwd, ac mae hwn wediei gynnwys yn y gwariant a ragwelir • Wrth osod cyllideb 21/22 yn 2020, gosodwyd y ffigwr rhagolwg cario ymlaen ar £3000. Adolygwyd hyn wrth osod cyllideb 22/23 yn 2021 i £4083.16. O adolygu hyn yn unol â'r gwariant a ragwelir hyd at ddiwedd mis Mawrth 2022, amcangyfrifir y bydd yn £4641.53. Mae hyn yn cynnwys y swm ar hap o £1000 gan Gyngor Sir Ynys Môn tuag at ffioedd claddu plant. Argymhellir gadael hwn yng Nghyfrif y Trysorydd oherwydd fod balans iach yng Nghyfrif Ynys Wen **Argymhelliad 1** – I dderbyn fod y wybodaeth monitro'r gyllideb yn gofnod gwir a chywir o sefyllfa ariannol bresennol a rhagamcanol y Cyngor Cymuned. Cynnig/Eil GB/MSW		The clerk provided an overview as follows:- • Play area repairs – projected actual costs have been included. G L Jones hope to complete work before the end of the financial year but there is a likelihood that the invoice will not be received until 2022/23 and this figure will be reflected in the balance to be carried forward at the end of 21/22. • Translation/Zoom projected residual costs included in March projected figures. • Invoice awaited for replacement window and guttering parc mwd, included in projected expenditure. • When setting the 21/22 budget in 2020, the carry forward forecast figure was set at £3000. This was reviewed when setting the 22/23 budget in 2021 to £4083.16. On reviewing this in line with the projected expenditure to the end of March 2022, it is estimated to be £4641.53. This includes the windfall sum of £1000 from Isle of Anglesey County Council towards burial fees for children. It is recommended that this be left in the Treasurers Account due to the healthy balance in the Ynys Wen Account. **Recommendation 1** – To accept the budget monitoring information as a true and accurate record of the current and projected financial position of the Community Council. Prop/Sec GB/MSW
3.	Cymderadwyo'r Datganiad Flynyddol 2020/21		Approval of Annual Return 2020/12 A copy of the annual return hadalready been circulated and is also available on the website.

	Mae copi o'r datganiad blynyddol eisoes wedi'i ddosbarthu ac mae hefyd ar gael ar y wefan. Nododd yr archwiliwr allanol anghysondeb o £1 yn ffigyrau 19/20 oherwydd talgrynnu i fyny/lawr. Clerc i wirio balansau'r ffigwr hwn ar ffurflenni'r dyfodol. **Argymhelliad 2** – Derbyn yr adroddiad blynyddol, ynghyd â sylwadau'r archwiliwr, a'r cynllun gwella arfaethedig. Cynnig/Eil MSW/GB		The external auditor noted a £1 discrepancy in the 19/20 figures due to rounding up/down. Clerk to check this figure balances on future returns. **Recommendation 2** – To accept the annual report, together with the auditor's comments, and the proposed improvement plan. Prop/Sec MSW/GB
4.	Ail gyflogi'r archwiliwr mewnol Mae Mr Alun Foulkes wedi cadarnhau ei fod ar gael a gofynnir am gymeradwyaeth i'w benodi ar gyfer archwiliad 21/22, yn seiliedig ar y llythyr ymgysylltu a ddosbarthwyd eisoes. **Argymhelliad 3** – I ail benodi Mr Alun Foulkes i fel archwiliwr mewnol, I weithredu o fewn gofynion y llythyr ymgysylltu. Cynnig/Eoi;NT/GB		Re-engagement of internal auditor Mr Alun Foulkes has confirmed that he is available and approval is sought to appoint him for the 21/22 audit, based on the engagement letter already circulated. **Recommendation 3** - To re-appoint Mr Alun Foulkes as internal auditor, to act within the requirements of the engagement letter. Prop/Sec NT/GB
5.	Adolygiad Rheolau Ariannol Adolygwyd y Rheoliadau Arianno. **Argymhelliad 4** – Derbyn fod y Rheolau Ariannol wedi ei adolygu. Cynnig/Eil MSW/NT		Review of Financial Regulations The Financial Regulations were reviewed. **Recommendation 4** - To accept the review of the Financial Regulations. Prop/Sec MSW/NT
6	Cofrestr Asedau – Copy wedi ei gylchredeg a newidiadu wedi ei nodi. Roedd copi o'r gofrestr asedau wedi'i ddosbarthu, yn nodi'r holl newidiadau angenrheidiol ar gyfer y flwyddyn gyfredol. Penderfynwyd ei fod yn gofnod cywir o asedau'r Cyngor **Argymhelliad 5** – I dderbyn a Gofrest Asedau ddiwygiedig. Cynnig/Eil GB/MSW		Asset Register – A copy of the asset register had been circulated, noting all amendments required for the current year. It was resolved that it was a true record of the Community Council's assets. **Recommendation 5**: To accept the revised asset register. Prop/Sec GB/MSW
7	Adolygu Rheolau Sefydlog Adolygwyd y Rheolau Sefydlog.		Review Standing Orders

	Argymhelliad 6: gohirio adolygiad llawn tan ar ôl etholiadau mis Mai, gan ganolbwyntio ar fodloni gofynion cyfarfodydd hybrid yng ngoleuni'r newidiadau sydd ar ddod yn rheoliadau Cofid 19. Cynnig/Eil GB/MSW		The Standing Orders were reviewed. **Recommendation 6:** to defer a full review until after the May elections, with a focus on hybrid meeting requirements in light of the impending changes in Covid 19 regulations. Prop/Sec MSW/GB
8	Adolygiad Cyflog y Clerc Cyfeirir at adroddiad ar wahan wedi ei atodi. **Argymhelliad 7** - Cynyddu cyflog y clerc fel y cynigir yn yr adroddiad, a'i ôl-ddyddio i 1af Ebrill 2021. Cynnig/Eil NT/MSW		Clerk's Salary Review Following receipt of the National Salary Award agreement for 2021/22, the clerk presented a report outlining the proposals for the clerk's salary review. **Recommendation 7** - To increase the clerk's salary as proposed in the report, backdating to 1st April 2021. Prop/Sec NT/MSW
9	Adolygu Rheolau Mewnol Cytunnwyd I'w ddiwygio i adlewyrchu'r dull awdurdodi talu diwygiedig fel yr argymhellir gan Un Llais Cymru **Argymhelliad 8**: Derbyn y diwygiadau sydd wedi'u cynnwys yn y Gofrestr Rheolaeth Ariannol Fewnol.		Review of Internal Financial Controls It was resolved to amend to reflect revised payment authorisation method as recommended by One Voice Wales **Recommendation 8**: To accept the amendments included in the Internal Financial Controls Register. Prop/Sec MSW/NT
10	Adroddiad Blynyddol Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol – Chwefror 2022 – wedi ei gylchredeg Ystyriwyd yr adroddiad uchod a chytunwyd y dylid ystyried rhai newidiadau, yn enwedig o gofio mai dim ond ar gyfer 3 aelod yn unig yr oedd tâl am rolau uwch bellach ar gael. Polisi Presennol Mae taliad sylfaenol yn orfodol. Polisi cyfredol fel a ganlyn:- Cadeirydd y Cyngor Cymuned: £500 Cadeirydd Pwyllgor Parc Mwd £250 Cadeirydd Pwyllgor Ynys Wen £150 Cynrychiolydd ar Fwrdd yr Ysgol £200 O Lywodraethwyr **Argymhelliad 9** – **Polisi Arfaethedig**		Independent Remuneration Panel for Wales Annual Report – February 2022 – Circulated The above report was considered and it was agreed that some changes should be considered, particularly in light that remuneration for senior roles was now only available for 3 members. Currrent Policy Basic payment is mandatory. Current policy as follows:- Chairman of the Community Council: £500 Chairman Parc Mwd Committee £250 Chairman Ynys Wen Committee £150 Representative on School Board £200 Of Governors **Recommendation 9 – Proposed Policy**

	• Cadeirydd y Cyngor Cymuned - cadw'r taliad rôl uwch o £500 • Diwygio cylch gorchwyl y Pwyllgor Cyllid i alluogi penodi cadeirydd annibynnol (h.y. nid cadeirydd y Cyngor) a chynnig taliad rôl uwch o £250 i adlewyrchu cyfrifoldebau'r rôl. • Cadeirydd Pwyllgor Parc Mwd - £250 i adlewyrchu'r dyletswyddau ychwanegol sydd ynghlwm wrth reoli materion sy'n codi yn y parciau. • Dileu'r taliad Rôl Uwch i'r Cynrychiolydd ar Fwrdd Llywodraethwyr yr Ysgol. • Dileu'r taliad Rôl Uwch i Gadeirydd Pwyllgor Ynys Wen.		• Chairman of the Community Council - to retain the senior role payment of £500 • To amend the terms of reference for the Finance Committee to enable the appointment of an independent chairman (i.e. not the Council chairman) and offer a senior role payment of £250 to reflect the responsibilities of the role. • Chairman of Parc Mwd Committee - £250 to reflect the additional duties involved in managing issues which arise the parks. • To remove the Senior Role payment to the Representative on School Board of Governors. • To remove the Senior Role payment to the Chairman of the Ynys Wen Committee.