



Clerc / Clerk: Rhianwen Sheldon

Cyfeiriad/Address: 27 Alltwen Llysfaen Colwyn Bay LL29 8PG

Ffon/Tel: 07786253828

Ebost/Email: valleycommunitycouncil@gmail.com

Safle We: www.cyngor-cymuned-fali.cymru

Website: www.valley-community-council.wales

**Cofnodion Cyfarfod y Pwyllgor Cyllid / Minutes of the Finance Committee Meeting
11.04.2024 at 7.00 yh/pm
Cyfarfod Rhithiol ar Zoom/Remote Meeting on Zoom**

Presennol:

Cyng G Browne (Cadeirydd)
Cyng N Tuck
Cyng M Swaine Williams
Cyng K Taylor
Cyng H Williams

Present:

Cllr G Browne (Chairman)
Cllr N Tuck
Cllr M Swaine Williams
Cllr K Taylor
Cllr H Williams

Ymddiheuriadau:

Dim

Apologies

None

Hefyd yn bresennol: R Sheldon, Clerc.

Also present: R Sheldon, Clerc.

Mae'r Pwyllgor Cyllid wedi adolygu effeithiolrwydd system rheolaeth fewnol y Cyngor yn unol ag arferion priodol ac yn gwneud yr argymhellion canlynol fel y dangosir yng nghorff y pwyllgor munudau isod.

The Finance Committee has reviewed the effectiveness of the Council's system of internal control in accordance with proper practices and makes the following recommendations as shown in the body of the committee minutes below.

<p>1. Cyflwyniad o Adroddiad Monitro Cyllideb 2023/24 y Clerc Trafodwyd yr adroddiad ochr yn ochr â thaenlenni Monitro Cyllid (Ilyfr Arian Parod) 2023/24, cysoni banc, Monitro Cyllid (Ilyfr Arian Parod) Ynys Wen ynghyd â'r cofnodion cyllideb hyd yma ym mis Ebrill 2024.</p> <p>Dangosodd sefyllfa'r gyllideb ar gyfer 2023/24 y gyllideb adennill £59,441.23 a osodwyd ar gyfer blwyddyn ariannol 2023/24.</p> <p>Yn ystod y flwyddyn cafwyd incwm o £61,202.87 a gwariwyd £50,894.23. Nodwyd gwarged o £10,308.64 ar 31/3/2024 y mae £3,000 ohono wedi'i drosglwyddo i gyfrif y Gronfa Busenes wrth gefn. Rhoddwyd esboniad o'r amrywiad. Mae'r gwariant ymroddedig o £1,100 ar gyfer gwaith yn ystod</p>	<p>To Present the Budget Monitoring Report 2023/24 The report was discussed alongside the 2023/24 Budget Monitoring (cash book) spreadsheets, bank reconciliation, Ynys Wen Budget Monitoring (Cash book) plus the budget entries to date in April 2024.</p> <p>The budget position for 2023/24 showed the breakeven budget of £59,441.23 set for the 2023/24 financial year.</p> <p>During the year income of £61,202.87 was received and expenditure of £50,894.23 was made. A surplus of £10,308.64 was noted at 31/3/2024 of which £3,000 has been transfer to the Business Reserve account. An explanation of the variance was given. The committed expenditure of</p>
---	--

	2023/24 yn cael ei gario drosodd i'w gwblhau yn 2024/25. Mae gweddill y gwarged wedi'i glustnodi ar gyfer atgyweiriadau hanfodol a ffioedd cyfreithiol posibl yn 2024/25.			£1,100 for work during 2023/24 is carried over for completion in 2024/25. The remainder of the surplus is earmarked for essential repairs and potential legal fees in 2024/25.		
	Cysoni Banc 2023/24 Adroddodd y clerc fod y cyfrifon banc wedi'u cysoni a'u bod yn cydbwysu â'r alldro ar y llyfr arian parod ar gyfer 2023/24 fel y nodir isod			Bank Reconciliation 2023/24 The clerk reported that the bank accounts are reconciled and balance with the outturn on the cash book for 2023/24 as given below		
	Yn y Banc 1/4/23	£48,838.59		In the Bank 1/4/23	£48,838.59	
	(+) cyfanswm imcwm 23/24	£61,202.87		(+) total income 23/24	£61,202.87	
	(-) Gwariant 23/24	£50,894.23		(-) Expenditure 23/24	£50,894.23	
	Balan syn y Bnac 31/3/24	£59,147.23		Balance in the Bank 31/3/2024	£59,147.23	
	Balansau Banc Rhoddir balansau cyfrif banc ar 31/03/2024 isod			Bank Balances The Bank Account Balances at 31/03/2024 are given below		
	Cyfri Elusennol Busnes	11049321	10221.68	Business Charitable Acc	11049321	10221.68
	Cronfa wrth gefn Busnes	41188453	21370.91	Business Reserves Acc	41188453	21370.91
	Cyfri Elusennol Ynys Wen	61209305	7407.73	Ynys Wen Charitable Acc	61209305	7407.73
	Cromfa wrth gefn Ynys Wen	51216996	20146.91	Ynys Wen Reserves Acc	51216996	20146.91
	Rhoddwyd trosolwg hefyd o'r sefyllfa ariannol ar ddyddiad y cyfarfod. PENDERFYNWYD derbyn Adroddiad Monitro'r Gyllideb fel cofnod gwir a chywir o sefyllfa ariannol Cyngor Cymuned y Fali ar 31/03/2024 ac argymell cymeradwyo'r Llyfr Arian a Chysoniad Banc ar gyfer 2023/24 ac i'w gyflwyno ar gyfer Archwilio Mewnol Cyn/Ail: KT / MSW Argymhelliad 1: Cymeradwyo Adroddiad Monitro'r Gyllideb fel cofnod cywir a chywir o sefyllfa ariannol Cyngor Cymuned y Fali ar 31/03/2024 ac argymell cymeradwyo'r Llyfr Arian a Chysoniad Banc ar gyfer 2023/24 i'w cyflwyno ar gyfer Archwiliad Mewnol.			An overview of the financial position at the date of the meeting was also given. The Committee RESOLVED to accept the Budget Monitoring Report as a true and accurate record of the Valley Community Council's financial position at 31/03/2024 and recommend to approve the Cash Book and Bank Reconciliation for 2023/24 to be presented for Internal Audit. Prop/Sec: KT/MSW Recommendation 1: To approve the Budget Monitoring Report as a true and accurate record of the Valley Community Council's financial position at 31/03/2024 and recommend to approve the Cash Book and Bank Reconciliation for 2023/24 to be presented for Internal Audit.		
2.	Adolygu Rheolaeth Ariannol Mewnol Adolygwyd yr Asesiad Risg Ariannol ar gyfer 2024/25. Ychwanegwyd gweithredu polisïau cyflogaeth a'r blaengynllun ar gyfer Mynwent Ynys Wen. Penderfynodd y Pwyllgor argymell			Review Internal Financial Controls The Financial Risk Assessment for 2024/25 was reviewed. The implementation of employment policies and the forward plan for the Ynys Wen Cemetery was added. The Committee resolved to recommended		

	<p>cymeradwyo'r Asesiad Risg Ariannol yn amodol ar y newidiadau hyn. Cyn/Ail: MSW / KT</p> <p>Argymhelliad 2: Cymeradwyo'r Asesiad Risg Ariannol yn amodol ar newid i gynnwys gweithredu polisiau cyflogaeth ac adolygu'r blaengynllun ar gyfer mynwent Ynys Wen.</p>	<p>the approval of the Financial Risk Assessment subject to these changes. Prop / Sec: MSW/KT</p> <p>Recommendation 2: To approve the Financial Risk Assessment subject to amendment to include implementation of employment policies and review of the forward plan for the Ynys Wen cemetery.</p>
3.	<p>Adolygu Rheolau Ariannol Trafodwyd polisi y Rheoliadau Ariannol. O dan yr adran RHEOLI CYLLIDEBOL AC AWDURDOD I WARIO Paragraff 4.1, ail bwynt bwled, mewnosodwyd y gair "cyllid" h.y. pwyllgor cyllid dirprwyedig priodol o'r Cyngor ar gyfer eitemau dros £500 neu...." Penderfynodd y Pwyllgor argymell cymeradwyo'r Rheoliadau Ariannol yn amodol ar y newid hwn. Cyn/Ail: MSW / KT</p> <p>Argymhelliad 3: Cymeradwyo'r Rheoliadau Ariannol yn amodol ar fewnosod y gair 'cyllid' i ail bwynt bwled paragraff 4.1 .i .y. .." pwyllgor cyllid dirprwyedig priodol o'r Cyngor ar gyfer eitemau dros £500 neu...."</p>	<p>Review of Financial Regulations The Financial Regulations policy was discussed. Under the section BUDGETARY CONTROL AND AUTHORITY TO SPEND Paragraph 4.1, second bullet point, the word "finance" was inserted i.e. .." a duly delegated <i>finance</i> committee of the Council for items over £500 or...." The Committee resolved to recommended the approval of the Financial Regulations subject to this change. Prop / Sec: MSW/KT</p> <p>Recommendation 3: To approve the Financial Regulations subject to the insertion of the word 'finance' to second bullet point of paragraph 4.1 .i .e. .." a duly delegated <i>finance</i> committee of the Council for items over £500 or...."</p>
4.	<p>Adolygiad o daliad am gyflenwadau cyfleustodau (ynni, ffôn a dŵr) ac unrhyw Ardrethi Annomestig Cenedlaethol a wneir gan ddebyd uniongyrchol amrywiol</p> <p>Drafftwyd rhestr o Daliadau Rheolaidd. Penderfynodd y Pwyllgor argymell y dylai'r Cyngor dderbyn yr Atodlen daliadau ar gyfer 2024/25. Cyn/Ail: MSW / KT</p> <p>Argymhelliad 4: Derbyn yr Atodlen Taliadau a ddrafftwyd ar gyfer 2024/25.</p>	<p>Review of payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates made by variable direct debit</p> <p>A Schedule of Regular Payments was drafted. The Committee resolved to recommended the Council accept the Schedule of payments for 2024/25. Prop / Sec: MSW/KT</p> <p>Recommendation 4: To accept the Schedule of Payments drafted for 2024/25.</p>
5.	<p>Cofrestr Asedau Cafodd y Gofrestr Asedau ei hadolygu a'i diweddarau. Ychwanegwyd asedau gwerth £1,091 gyda £631 wedi'i ailddatgan i gywiro'r gofrestr</p> <p>Gwerth yr Asedau ar 31/03/2024 yw £234,755 (yn amodol ar ddilysu statws Llwyfan ym Mharc Mwd). Mae'r Pwyllgor yn argymell bod y Cyngor yn cymeradwyo'r Gofrestr Asedau ar gyfer 2023/24 yn amodol ar y dilysiad uchod.</p>	<p>Asset Register The Asset Register was reviewed and updated. Assets with value of £1,091 was added with £631 restated to correct the register</p> <p>The value of the Assets at 31/03/2024 is £234,755 (subject to verification of status of Platform at Parc Mwd). The Committee recommend the Council Approve the Asset Register for 2023/24 subject to above verification.</p>

	Argymhelliad 5: Cymeradwyo prisiad Asedau o £234,755 yn amodol ar ddilysu statws y llwyfan ym Mharc Mwd.	Recommendation 5: To approve the Asset valuation of £234,755 subject to verification of the status of the platform at Parc Mwd.
6.	Yswiriant Cafodd y polisi yswiriant presennol ei adolygu. Cytunwyd i'r clerch gael prisiadau mwy cywir yn lle eiddo yswirio a dod â'r dogfennau adnewyddu i'r Cyngor cyn adnewyddu'r polisi ym mis Mehefin 2024	Insurance The current insurance policy was reviewed. It was agreed for the clerk to obtain more accurate valuations to replace insured property and bring the renewal documents to the Council before the renewal of the policy in June 2024
7.	Unrhyw fater arall <u>Newid mewn enw a chylch gorchwyl y Pwyllgor Cyllid</u> Cynigiodd Cadeirydd y Cyngor gynnwys materion Personél fel rhan o'i gylch gwaith a chael ei alw'n Bwyllgor Cyllid a Personél. Polisiâu cyflogaeth i'w mabwysiadu gan y Cyngor cyn gynted ag y bo'n ymarferol i ddiogelu gweithwyr a'r cyngor. Penderfynodd y Pwyllgor argymhell y newid. Cyn/Ail: NT / KT. Argymhelliad 6: Cymeradwyo i'r Pwyllgor Cyllid oruchwylio materion personél hefyd a chael ei alw'n Bwyllgor Cyllid a Personél. <u>Diwygio paragraff 3b o Reolau Sefydlog y Cyngor</u> Gofynnodd Cadeirydd y Pwyllgor am newid i 5 diwrnod o rybudd clir yn hytrach na 3 er mwyn rhoi amser i ddarllen a deall papurau a chynigion cyfarfod ac ati. Cyn/Ail: GB/KT Argymhelliad 7: Cymeradwyo newid paragraff 3b o Reolau Sefydlog y Cyngor o 3 i 5 diwrnod.	Any other matters <u>Change in name and terms of reference of Finance Committee</u> The Chair of the Council proposed to include Personnel matters as part of the its remit and be called <i>Finance and Personnel Committee</i> . Employment policies to be adopted by the Council as soon as practicable to protect employees and the council. The Committee resolved to recommended the change. Prop /sec: NT/KT. Recommendation 6: To approve for the Finance Committee to also oversee personnel matters and be called Finance and Personnel Committee. <u>Amendment to paragraph 3b of the Council Standing Orders</u> The Chair of the Committee requested a change to 5 days clear notice rather than 3 in order to give to time to read and understand meeting papers and proposals etc. Prop /sec: GB/KT Recommendation 7: To approve changing paragraph 3b of the Council Standing Orders from 3 to 5 days.
8.	Daeth y cyfarfod I ben am 8.35yh.	Meeting ended at 8.35pm