



GWAUN CAE GURWEN COMMUNITY COUNCIL

FINANCE COMMITTEE MEETING MINUTES

18:30 on Wednesday, 3rd January 2024 via Zoom

MEETING OPENED: 19:23

There were issues with some members audio so the meeting start time was deferred to 19:15 to give members time to resolve the issue and rejoin the meeting.

MEMBERS PRESENT:

Cllr. Ff. Lewis (Chair), Cllr. D. Jones, Cllr. D. Keeley, Cllr. L. Preece & Cllr. S. Thomas (Acting Clerk).

38. APOLOGIES (ITEM 1):

Cllr. D. Humphreys & Cllr. C. Petrie (RFO).

39. DECLARATIONS OF INTEREST (ITEM 2):

None.

40. ELECT CHAIR (ITEM 3):

MOTION: To Appoint Cllr. Ff. Lewis as Chair

APPROVED

FOR: Cllr. D. Jones, Cllr. D. Keeley, Cllr. L. Preece & Cllr. S. Thomas.

AGAINST: None.

ABSTAINED: Cllr. Ff. Lewis.

Cllr. Ff. Lewis is appointed as Chair.

41. PREVIOUS MINUTES (ITEM 4):

MOTION: Reaffirm Minutes of Finance Committee Meeting 6th November 2023

APPROVED

FOR: Cllr. D. Jones, Cllr. D. Keeley, Cllr. Ff. Lewis, Cllr. L. Preece & Cllr. S. Thomas.

AGAINST: None.

ABSTAINED: None.

42. MATTERS ARISING (ITEM 5):

No Matters Arising.

43. HOSTING CONTRACT (ITEM 6):

Cllr. S. Thomas advised that we have had to pay the increased rate for the current contract for the coming year but we need to ensure that we can secure a better option by October 2024. We could move to a provider that includes domain name registration and hosting including a WordPress site with unlimited emails and the possibility of signing up for Microsoft Office 365 for up to 20 members which will include Outlook email, OneDrive and online access to Office programs, while this will cost around



£5 per user per month it comes with many benefits and will allow us to save money on our Zoom contract as it will include Teams.

44. IRPW – COUNCILLOR PAYMENTS (ITEM 7)

Discussion regarding when the Councillor payment of £156 per annum. Cllr. L. Preece & Cllr. D. Jones feel it may be beneficial to unsalaried members to receive the funds at the start of the year. Cllr. S. Thomas explained she felt to pay it before March was to create additional work as some members leave in the middle of a year and then the outstanding funds must be calculated and recovered while paying at the end of the year means there are no outstanding funds to be recovered, the costs of recovering the outstanding funds if former members do not return them may also be more costly than writing them off.

MOTION: To recommend to Council to pay the full amount in March at the end of the financial year.

APPROVED

PROPOSED BY: Cllr. S. Thomas **SECONDED BY:** Cllr. D. Keeley

FOR: Cllr. D. Keeley, Cllr. Ff. Lewis & Cllr. S. Thomas.

AGAINST: Cllr. D. Jones & Cllr. L. Preece.

ABSTAINED: None.

AMENDMENT: To recommend to Council to pay the full amount in April at the beginning of the financial year.

REJECTED

PROPOSED BY: Cllr. D. Jones **SECONDED BY:** Cllr. L. Preece

FOR: Cllr. D. Jones & Cllr. L. Preece.

AGAINST: Cllr. D. Keeley, Cllr. Ff. Lewis & Cllr. S. Thomas.

ABSTAINED: None.

Discussion regarding whether to keep the current expenses policy where all members can submit expenses claims at any time up to any amount or whether to switch to a fixed payment of £52 per annum to each member. Cllr. S. Thomas expressed the feeling that the current system is fairer as some members incur more than £52 a year in expenses and they will be out of pocket if we switch to the fixed payment which only works out to £1 per week.

MOTION: To recommend to Council that we keep the current system where any member can submit expenses claims for any expenses incurred for council business at any time throughout the year and that the Acting Clerk email full Council explaining the current policy and how to claim expenses.

APPROVED

PROPOSED BY: Cllr. D. Jones **SECONDED BY:** Cllr. S. Thomas

FOR: Cllr. D. Jones, Cllr. D. Keeley, Cllr. Ff. Lewis, Cllr. L. Preece & Cllr. S. Thomas.

AGAINST: None.

ABSTAINED: None.



45. BUDGET (2024 – 2025) (ITEM 8)

Cllr. S. Thomas explained that the Proposed Budget is very much a work in progress as we don't have a current set of accounts to work against and it will need to be amended in April 2024 when we have a better idea of our reserves.

Cllr. S. Thomas explained the Proposed budget and what it was based on and explained that in her opinion Council should look at setting a precept of either 3, 3.5 or 4% and to take the shortfall out of reserves.

20:28 Cllr. Ff. Lewis lost connection.

MOTION: To recommend to Council the Proposed Budget with a precept of 4%

APPROVED

PROPOSED BY: Cllr. L. Preece **SECONDED BY:** Cllr. D. Jones

FOR: Cllr. D. Jones, Cllr. L. Preece & Cllr. S. Thomas.

AGAINST: Cllr. D. Keeley.

ABSTAINED: None.

AMENDMENT: To recommend to Council the Proposed Budget with a precept of 3.5%...

APPROVED

PROPOSED BY: Cllr. D. Keeley **SECONDED BY:** Cllr. S. Thomas

FOR: Cllr. D. Keeley.

AGAINST: Cllr. D. Jones, Cllr. L. Preece & Cllr. S. Thomas.

ABSTAINED: None.

46. RFO UPDATE & REPORT (ITEM 9)

RFO not present.

47. ANY OTHER BUSINESS (ITEM 10)

No Other Business.

48. NEXT MEETING (ITEM 11)

To be confirmed.

49. MEETING ADJOURNED: 20:43

SIGNED:



DATE:

09 / 01 / 2024