

CYNGOR CYMUNED LLANSTEFFAN A LLANYBRI LLANSTEFFAN AND LLANYBRI COMMUNITY COUNCIL MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON WEDNESDAY 26th APRIL 2023 AT 5.30PM	
PRESENT: Cllr Carys Jones Cllr James Laws Cllr Caroline Curtis	In attendance: 1 member of the public. The meeting commenced at 5.55pm Tina Roberts – Clerk/RFO
Rhif/ Number	Disgrifiad Eitem / Item Description
1.	Ymddiheuriadau /Apologies Cllr Gareth Thomas
2.	Datganiadau Buddiant a Gollyngiadau - eitemau Agenda yn unig / <i>Disclosures of Interest and Dispensations - Agenda items only</i> There were no disclosures of interests or dispensations
3.	Cyfranogiad y Cyhoedd (5 munud - eitemau agenda yn unig) / <i>Public Participation (Max 5 minutes - agenda items only)</i> Standing orders suspended: 6:00pm A member of the public stated that she wished to understand the work to ensure transparency in local government. Standing orders reinstated 6:01pm
4.	I ystyried y pedwerydd cysoniad banc chwarterol / <i>To consider the fourth quarterly bank reconciliation</i> Cllr Caroline Curtis has examined all accounts. It was resolved to accept Q4 bank reconciliation. Proposed: Cllr Jones Seconded: Cllr Laws
5.	Cysoniad Cyllideb 2022/23 - I nodi balans diwedd 2022/23 yn erbyn y gwariant a ddisgwylwyd a chysoni gyda Chyllideb 2023/ / <i>2022/23 Budget Reconciliation – To note closing bank balance for 2022/23 against projected spend and to reconcile with budget for 2023/24</i> • To aid quarterly budget reconciliations it is proposed that budget line number is added to each expenditure. • It is recommended that separate figures for each expenditure are added to the quarterly budget reconciliation to be able to link sums of money from monthly P&R to the quarterly reconciliation. • It is recommended that all grant applications are numbered and detailed in each quarterly reconciliation in order to review the quarterly position prior to a new spending round. • It is recommended that any VAT element of expenses for members or the Clerk are itemised and reclaimed. • It is recommended that PV numbers are added to the quarterly reconciliations. • It is recommended that ring fenced sums of money in the Reserve Account are itemised in each quarterly reconciliation. It was proposed to accept the budget reconciliation and put in place all suggested recommendations for future reconciliations. Proposed: Cllr Curtis Seconded: Cllr Laws
6.	I drafod apwyntio archwilydd mewnol i'w argymhell i'r Cyngor Llawn / <i>To discuss the appointment of an internal auditor for recommendation to Full Council</i> It was proposed that Auditing Solutions be approached to undertake the internal audit of accounts. This is a company that the Council have used before. Proposed: Cllr Curtis Seconded: Cllr Jones

The Vice-Chair closed the meeting at 7.00pm

Signed **Date:**Chair: Cllr Jim Laws