

Raglan Community Council
Minutes of the Finance Meeting held on Wednesday 22 May 2024.
This meeting was convened at the Fellowship Centre on Usk Road.
at 7:00 pm

Present

Cllr Richard Moorby
Cllr Penny Jones
Cllr Susan Harrington
Cllr Nick Ramsay (Chair)
Cllr Hazel Leacock

5479 In attendance:

Adrian Edwards, Clerk to the Council. Cllr M Dorey logged in remotely

5480 Agenda item 1:- Apologies for absence

Cllr Lynne Eilertsen, this was due to a family commitment.

5481 Agenda item 2:- Declarations of interest.

No declarations of interest were submitted, but members will make a declaration when and identified under the relevant minute.

5482 Agenda item 3:- Consider the Clerks report up year end March 2024 financial year.

Clerks Financial Report
April 2023 - March 2024

	Actual	Budget	over Budget
Income			
Interest Income	119.63	55.00	64.63
Allotment Income	175.00	600.00	-425.00
Grant Income	0.00	0.00	0.00
Miscellaneous	82.58	0.00	82.58
Precept	39,933.00	39,933.00	0.00
Total Income	£ 40,310.21	£ 40,588.00	-£ 277.79
Gross Profit	£ 40,310.21	£ 40,588.00	-£ 277.79
Expenses			
Bank Service Charges	15.75	0.00	15.75
Charitable Donations	117.00	100.00	17.00
Insurance Expense	551.00	650.00	-99.00
Miscellaneous Expense	9,250.00	0.00	9,250.00
Office Expense			
Staff Training		200.00	-200.00
Stationery	375.17	200.00	175.17
Supplies		0.00	0.00
Consumables	472.00	300.00	172.00
Software	119.90	125.00	-5.10
Rent		0.00	0.00
Rates		0.00	0.00

Please note: these minutes are a summary of the above meeting, and a record of the decisions or resolutions moved. These minutes are not to be taken as a verbatim record of the meeting.

Audit	738.00	1,000.00	-262.00
Copying		0.00	0.00
Election Expenses		400.00	-400.00
Equipment		500.00	-500.00
Members Training		500.00	-500.00
Misc		0.00	0.00
Office allowance	520.00	520.00	0.00
One Voice Wales	370.00	380.00	-10.00
Postage	2.60	280.00	-277.40
Professional Fees	6,477.00	25,500.00	-19,023.00
Travelling Expenses		300.00	-300.00
Website	547.63	420.00	127.63
Total Office Expense	£ 9,622.30	£ 30,625.00	-£ 21,002.70
Uncategorized Expenses		0.00	0.00
Allotments Expenses	325.00	300.00	25.00
Councillor Expenses	2,700.00	2,800.00	-100.00
Hall Hire	200.00	200.00	0.00
Staff Costs	9,962.96	10,820.00	-857.04
Village			0.00
Christmas Lights	3,900.00	5,250.00	-1,350.00
Costs of Memorandum		13,000.00	-13,000.00
Dog Waste Bins	2,755.50	3,600.00	-844.50
General Maintenance		0.00	0.00
Ground Maintenance	905.44	1,200.00	-294.56
Other	125.00	1,000.00	-875.00
S151 Officer Payments	16,377.42	12,000.00	4,377.42
Total Village	£ 4,063.36	£ 36,050.00	-£ 11,986.64
Total Expenses	£ 56,807.37	£ 81,545.00	-£ 24,737.63
Net Income	-£ 16,497.16	-£ 40,957.00	£ 24,459.84

Balance Sheet
As of March 31, 2024

	Total
Fixed Asset	
Total Fixed Asset	
Cash at bank and in hand	
Business Reserve	9,022.73
Current Account	56,576.92
Petty Cash	6.48
Total Cash at bank and in hand	65,606.13
Net current assets	65,606.13
Creditors: amounts falling due within one year	
Current Liabilities	
VAT Control	-3,146.63
Total Current Liabilities	3,146.63
Total net assets (liabilities)	68,752.76
Capital and Reserves	

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Opening Balance	25,533.81
Retained Earnings	59,716.11
Profit for the year	-16,497.16
Total Capital and Reserves	68,752.76

Several elected members asked for some clarification relating to some of the budget headings, and the Clerk provided clarification and provided explanations

Proposed: by Cllr S Harrington seconded by Cllr R Moorby that the end of year accounts are accepted.

All those present agreed

5483 Agenda item 4:- To consider the draft Annual Statement for financial year 2023/24

Proposed: by Cllr M Dorey seconded by Cllr R Moorby that the Annual Statement for financial year 2023/24 is noted and accepted.

All those present agreed

5484 Agenda item 5:- To consider the Annual Statements received from Wales Audit office

The Clerk explained that a resident has previously, prior to the meeting copied all elected members with the 2019-20 to 2021-22 statements, following a request to the Audit Wales office.

Proposed: by Cllr R Jones seconded by Cllr P Jones that the Annual Statements for previous financial years 2019-20 to 2021-22 are noted and accepted.

All those present agreed

The chair gave those present an update relating to the request from the Audit Wales office regarding the year end 2022/23 accounts, and he and the Clerk have been requested to attend the Audit Wales office and to provide copies of minutes for several years. The Clerk explained that this is going to take time to collate, and it was agreed that any hours incurred would need to be reimbursed. This was proposed by Cllr Jones, and those present agreed. One elected member asked why the Community Council need to provide minutes that are published on the website, and it was requested that the Clerk write to the Auditor General asking why this is a requirement when the information is available on the website. It was agreed that any redacted minutes would need to be provided.

5485 Agenda item 6:- To consider requests for Grants /Donations. Applications should be made on the council's application form.

This item was moved to the start of the meeting to allow two members of Raglan in Bloom to address the meeting.

One of the members of the Raglan in Bloom committee asked about the grant process and the submission of a grant application for this year's flower boxes floral arrangements.

A question was asked why the Community Council has a two-grant system ~~as and~~ the smaller grant is too small for groups like Raglan in Bloom. It was explained that not all groups need to complete and provide more information about the group's intension. Most small groups only apply for amounts under £500.00.

One of the attendees explained that they are attending as the Clerk hadn't replied to their emails, and subsequently presented the chair with a grant application for consideration.

(Clerk's note to the meeting; the information had been sent to the old email account that's not been in operation since 2017. That why the group had not received a reply)

5486 **Agenda item 7:-** To confirm the date of the next meeting 26 June 2024

The date was agreed

5487 No other business was discussed, and the Chairman thanked everyone for attending. The meeting closed at 19:50 hrs.

Signed by _____

Chairman

Date 26 June 2024