Minutes for the Monthly Meeting of Tonyrefail & District Community Council held via Zoom on 11 June 2020 at 6:30pm

Present: Councillors A Davies (Chair), L Michel, D Grehan, D Owen-Jones, K Webb, M Barron
In attendance: Clerk: S Powell

1. Apologies for absence

1.1) Received from Councillors G Powell, Andrew Davies-Jones, Alex Davies-Jones
The apologies were noted.
1.2) No apologies were received from Councillor S. Stevens

2. To receive declarations of interest

None received

3. Minutes

It was **resolved** that the minutes of the Monthly Meeting held on the 14 May 2020 were a true record of the meetings decisions.

4. Finance

It was **resolved** to accept and approve the accounts paid for May and the accounts for payment for June.

5. Audit 2019-20

5.1. It was **resolved** to approve the documents listed below following review:

- Bank – Cash & Investment Reconciliation as at 31st March 2020
- List of Creditors & Debtors as at 31st Mach 2020
- Detailed Income & Expenditure Account as at 31st March 2020
- Income & Expenditure Account as at 31st March 2020
- Trial Balance as at 31st March 2020
- Receipts & Payments Summary as at 31st March 2020
- Council Detail Report as at 31st March 2020
- Summary Income & Expenditure by Budget Heading as at 31st March 2020
- Balance Sheet as at 31st March 2020
- Supporting Reserves Reconciliation as at 31st March 2020
- Earmarked Reserves as at 31st March 2020
- Asset Register as at 31st March 2020

5.2 Internal Auditor's Report 2019-20

The recommendations of the report were discussed. The Clerk advised documents on the website would be converted to pdf as soon as practically possible, and a revised grants form was to be presented later on the agenda. Council note the recommendation about reserves and projects, however having ambitions for bigger projects to be completed and the possible expansion of the cemetery it was accepted that reserves need to be incrementally increased.
It was **resolved** to note the recommendations and approve the internal auditor's report.

5.3. It was **resolved** to approve the documents listed below following review:

- The Annual Return 2019-20
- Bank – Cash & Investment Reconciliation as at 31st March 2020
- Explanation of Significant Variances for 2019/2020
- Notice of Appointment of Date for the Exercise of Electors' Rights
- Evidence that the council has addressed all audit issues identified and reported to the council at the conclusion of the 2018-2019 audit
- Page No. 2018 – June 2019 - Minute No. 18
- Page No. 2136/7 – October 2019 - Minute No. 23
- Schedule of Meetings held 2019/2020

5.4. It was **resolved** that the Chair and the Clerk should sign the annual return and supporting documents.

6. Revised Budget Following Year-end 2019-20

It was **resolved** to accept the revised budget. It was also requested that an update on C.I.L. Funding be provided to the next Council meeting for discussion around what to spend the money on.

7. Trane Cemetery – no issues to report

8. Events

A discussion was had with an agreement that a decision on future events would be made in July's full council meeting.

9. Grants

It was resolved to proceed with the small grants scheme along with the revised grant application form in line with the internal auditor's recommendations.

10. Urgent Items

There were no urgent items to discuss.

11. Next Meeting

The next full council meeting will be on Thursday 9th July at 6:30pm.

Meeting finished 7:20pm

Signed: ______________________ Date:___________________