



Minutes of the Meeting of the Finance Committee
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Thursday, 5th June 2025

Present: Cllr Glenn Evans (Chair)
Cllr Linda Michel
Cllr Amanda Richards

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Election of Chair

Having confirmed his acceptance of the nomination, it was proposed, seconded and

Resolved: To elect Cllr Glenn Evans to the role of Chair.

2. Apologies for absence

Apologies for absence received from Cllrs Austin Davies and Danny Grehan were noted.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes of the previous meeting: 10th March 2025

It was proposed, seconded and

Resolved: To agree the minutes of the meeting held on 10th March 2025 as a true and accurate record.

5. Matters pertaining to Financial Statements for the year ending 31st March 2025

a) Financial Statements FYE 2025

Members were presented with the final accounts for the year ending 31st March 2025.

It was noted there had been a budget underspend of £29.9k that had raised General Reserves to £107.5k at year end. This represented 30% of annual general expenditure.

b) Earmarked Reserves for FYE 2024/25

The Clerk presented the analysis of earmarked reserves showing movement during the year and balances as at 31st March 2025.

Members considered surplus funds amounting to £33.4k that were derived from budget underspends, available for transferring to earmarked reserves.

It was noted that the level of general reserves as a percentage of general expenditure would drop from 30% to 21% as a result of the proposed transfers. However, it was accepted the need to bolster reserves set aside for cemetery maintenance and expansion was substantial.

Following discussion, it was proposed, seconded and

Resolved: To recommend to Full Council:

1. the virement of £2,600; £2,800 and £28,000 from Noticeboards; Plant & Machinery and Repairs & Maintenance, respectively
2. to EMR Audit fees; EMR Cemetery expansion and EMR Cemetery maintenance in the amounts of £400; £15,000 and £18,000, respectively.

6. Matters pertaining to Annual Return 2024/25

a) Annual Return: Accounting Statements 2025/25

Members reviewed the figures within the Accounting Statements.

It was proposed, seconded and

Resolved: To recommend to Full Council the adoption of the Accounting Statements as presented.

b) Findings & recommendations of Internal Auditor

Members considered the Internal Auditor's report and were pleased to see the progress that had been made in addressing previous concerns.

The recommendations were noted and it was agreed to ensure quarterly checks were carried out on bank reconciliations and bank statements, and reconciliations were included in reports to Full Council.

c) Annual Return: Annual Governance Statement 2024/25

Members worked through the Annual Governance Statement. After much discussion, it was agreed the Council had not met the requirements of point 1: Vision and Purpose, so would recommend NO. It was agreed all other points could be marked YES, with the exception of point 10: General Power of Competence.

The Clerk advised she would return the development of the Strategic Plan on to the agenda for the Wellbeing of Future Generations Committee to address at the earliest opportunity.

It was proposed, seconded and

Resolved: To recommend to Full Council disclosure on the Annual Governance Statement as follows:

<u>Point</u>		<u>Reason</u>
1	NO	In progress
2	YES	
3	YES	
4	YES	
5	YES	
6	YES	
7	YES	
8	YES	
9	YES	
10	NO	Not eligible

7. Use of Community Infrastructure Levy earmarked reserves

The Clerk presented her report outlining the background to receipt, and permitted uses of CIL funds. Members were advised that rules on spending for Welsh Councils were restricted to infrastructure that supported the development of the local area.

It was noted the Council currently held approximately £68k in earmarked reserves received through CIL payments.

Members discussed possible projects that would benefit the community while meeting the spending requirements. The renovation of the Cemetery public toilets was considered and it was

agreed a contribution from CIL reserves could be used as match-funding against, what would almost certainly need to be, a significant additional grant or grants.

It was proposed, seconded and

Resolved: To recommend to Full Council further consideration of the use of CIL funds towards the renovation of the Cemetery public toilets.

8. Fixed Assets Register as at 31st March 2025

Members considered the Fixed Assets Register as at year end, totalling £163k. It was noted street furniture made up 38% of the total and land & buildings 25%.

The Council-owned bus shelters totalled £25.7k.

The Clerk advised that, while the revamping of the old fixed asset format was largely complete, work would begin on updating the insurance values of all the fixed assets, allowing the Council to be in a position to review its insurance provision in April 2026.

9. Financial Risk Assessment

The Clerk presented the Financial Risk Assessment and advised her focus over the coming year would be on document security, archiving and IT security.

10. Date of the next Committee meeting

The next meeting of the Committee will be on 6th October 2025 at 6:30pm.

Meeting concluded at 7:45pm.