**Minutes of Finance Committee Meeting – 31st July 2024**

**Present:** Cllr A Parrington, Cllr C Morgan, Cllr P Morris, Cllr W Cleaver and Clerk. Cllr A Steven joined halfway though.

1. **Apologies for Absence** – Cllr R Shepherd and Cllr M Woods
2. **Matters Arising**
3. Review of finance documents up until 31st July 2024 – The Clerk had circulated the bank reconciliation and cash book up to July 31st along with the budget forecast ahead of September. It was noted that there had been a lot of outgoings recently but the next precept instalment was due in August which would improve the accounts. Also, following all the forms being filled in for the Cadwyn Clwyd grant money, this would see a return of over £37,000 back into the bank. The Clerk was also hoping to complete a quarterly VAT return in order to reclaim the VAT from the last few months. This included the larger amounts for the toddler area work. Overall this would hopefully see approx. £76,000 returning into the accounts.

Cllr P Morris had an update from the Hwb Board and reported that they had put together a list of payments that they requested RCC to pay for/towards. Included in this was the new wooden gate they had purchased for the vehicle entrance onto park (£1533.00) and a contribution towards turfing some of the ground where the previous play equipment had been and the Hwb contractors had placed their containers. Additionally, on this list was a suggested contribution towards two CCTV cameras installed on the Hwb building looking at the new play area and down the park. The Hwb had also planned for a shed to be placed behind the building to replace the storage for RCC that was held in the old toilet block. It would have water and electricity supplied to it. This would be RCC property and so would be paid for by the council and a contribution towards the bills suggested to be paid. RCC were currently owed just over £9,000 by the Hwb so Cllr A Parrington proposed suggesting to the wider council that any payments be taken off this debt. This was agreed by all. **Action – Clerk to add to August agenda**

1. VAT Reclaim Return – As mentioned previously, the clerk was preparing a VAT return for April-September. Cllr A Steven mentioned checking the formalities regarding changing from a yearly reclaim to the quarterly reclaim. **Action -** **Clerk to check**
2. Donations – The Council had received a donation/sponsorship request from Wrexham Premier Radio, a ‘not for profit’ Community Interest Company based in Eagles Meadow in Wrexham. It was agreed that the council would email them enquiring in more depth what they were looking for from RCC. **Action – Clerk to email.** The Clerk mentioned she had received another enquiry about donations from Nightingale House in Wrexham. She had informed them of when the donation window opened and they would contact for the official forms again at that time. There was a discussion regarding the fact the amount of donation money had been reduced this year in the precept. Cllr A Parrington suggested that when donations where decided later in the year, it would be good to let the recipients know what percentage of the pot they have received. This was agreed as a good idea.
3. Standing Orders – The Clerk had updated and circulated the Standing Orders for the councillors to look through. These were agreed to send through to the full council to be approved and accepted at August’s Full council meeting. **Action – Clerk to circulate to full council**
4. **Any Other Business**

Cllr A Parrington mentioned that it was suggested to approach ESP Play Parks about a scheme for the other end of the park for aged 11-16. The council would need to decide what pieces would be suitable for removal and how to then fill it best. There was also a suggestion for a few gym pieces. It was discussed that there was about £20,000 left in the earmarked reserves for the park plus the council would be able to claim back VAT again. This would be an ongoing project for now as the council would need to build up reserves again as well.

Cllr C Morgan questioned the payments for Zoom suggestion that it was cancelled and Teams used as that was free. The Clerk explained that Zoom was needed for offering hybrid meetings (if possible) for general public to attend full council meetings. Unfortunately though, the Presbyterian Church Hall did not currently have Wifi so there was no possibility to offer it. It was decided that it should be cancelled for now. **Action – Clerk to cancel Zoom Subscription**

Cllr C Morgan also queried the Royal Mail PO Box Subscription. The Clerk advised this was used so that her personal address wasn’t needed for work related post. It was suggested that in the future, the Hwb and council could jointly register the PO Box to the Hwb building as both would need one and could share costs. **Action – Cllr P Morris to suggest to Hwb Board.**

The Clerk added in regards to the budget forecast that the allowance for tax payments that had been added into this years precept would need to be reconsidered when drafting up the next years precept as the allowance would not be enough if the monthly payments carry on as they are. The precept allowed for £2,500 but it was estimated to be nearer £3,500. Cllr A Parrington suggested that maybe the donations amount could be cut further next year but Cllr P Morris felt it was better to be able to offer help to the community through these still.

The meeting ended.