



MINUTES OF A MEETING OF THE GRESFORD COMMUNITY COUNCIL FINANCE COMMITTEE, HELD REMOTELY (VIA ZOOM) AT 6.30PM ON MONDAY 24th APRIL 2022 AMENDED

In attendance: Cllrs M Edwards (Chair), M Harriman, J Holmes, K Hobbley, J Hobbley, J Jones. J Dutton.

Clerk: C Povey

Apologies: Councillor A Merry.

1. Welcome and Apologies for Absence

The Chair welcomed all to the meeting and apologies were received and accepted.

2. Declarations of Interest

Cllrs declared the following interests:-

- Councillor Holmes, Item 10, Allington Park Lease.

3. Minutes of Finance Committee meeting held 24th January 2022 and matters arising

An amendment to the Minutes was noted; Cllr Holmes did not declare an interest in relation to Gresford Play Group. The Clerk will correct the record. Subject to this correction, Councillors **RESOLVED** to receive, approve and sign the minutes of the Finance Committee meeting held 24 January 2022 as a correct record. There were no matters arising other than those covered in these minutes.

4. Report on income and expenditure for financial Quarter four

Councillors considered and discussed the Financial Statement for Quarter 4 which was provided with papers; items requiring further clarification for Full Council were identified and noted.

- Line 09: double-check the stated quarterly figures
- Line 35: clarify the three payments
- Line 40: tree work
- Line 45: war memorial work
- Line 52: tree work

It was suggested and accepted that the spreadsheet would be easier to read if the total column was moved so that it is in the same position throughout the document.

ACTION: Clerk to re format.

5. Financial Regulations

The changes proposed were listed at the end of the 2022 – 2023 Draft Finance Regulations document, provided with papers, for recommendation to the Full Committee. These changes were discussed and agreed one-by-one with the exception of paragraph 6.21 regarding the use personal credit cards, as certain payments are currently being paid by credit card as required by the companies involved. Cllr J Hobbley suggested an electronic ‘pay wallet’ could be used instead. It was accepted that the Financial Regulations document will go forward for ratification by the Full Council with paragraph 6.21 to go back before the Finance Committee at their next meeting for review. It was recognised that in exceptional circumstances payment may be required by credit card and such payment will need to be specifically approved for payment by the Council.

ACTION: The Clerk to investigate options and report to the Finance Committee ahead of the next Finance Committee meeting.

Some minor typographical and formatting errors were identified. **ACTION:** Cllr Jones will proofread the document.



6. Annual approval

One Voice Wales (OVW) advised Financial Regulation 5.6, a list of payments which arise on a regular basis and agreed as not requiring individual Council authorisation each month, is in fact rarely used. However, it was **AGREED** that an annual list of companies/ organisations receiving such payments should be produced, in the interests of transparency, though specific sums involved need not be included in this list as these figures change frequently, and a lot of unnecessary extra work would be created.

Action: Clerk to produce a list.

7. Investment Strategy

The Chair reported that money is held with Unity with reserves in Nationwide saving account earning interest at an acceptable rate and that during the current low interest rate period there would have been little benefit from the onerous work of moving sums of money between bank accounts. Cllr Holmes suggested that the government-protected limit for individual bank accounts (£85k) needs to be borne in mind. Investment strategy will be reviewed in the next meeting of the Finance Committee.

8. Members' urgent matters for consideration

- a) **Reserves Policy:** A draft Reserves Policy was provided with papers and introduced as an early draft for the Committees ongoing consideration. It was drafted having regard to rising costs including energy costs. Reserves to be reviewed in detail at a future meeting.
- b) **Transfer:** A query was raised asking if Clerk had access to all past Community Council work. The Clerk reported that files and emails are now linked to the Community Council email; IT support similarly checking the Cemetery Assistant and Community Agent set up. A complete archive of previous gmails will not be provided but the former Clerk has provided reassurance that key emails have been saved in the file structure and would be retrievable where needed.
- c) **Training for Councillors:** This issue of highlighting 'mandatory' training for all Councillors, especially those who join as new members, was raised. Cllr Edwards explained that there will in future be a requirement for the Council to produce an annual Training Plan within six months of a new Council being constituted. This will address any concerns over training.
- d) **Staffing:** It was discussed that the Staffing Sub-Committee had been required for recent recruitment but there were no meetings planned and it would not be responsible for appraisals.
- e) **Councillors' dispensation in relation to prejudicial interests:** Councillors seeking a dispensation need to pursue this request themselves directly with the WCBC Standards Officer.
- f) **Offa Community Council - Royal Welsh Memorial, funding request.** The request needs to be submitted using the appropriate grant request form. Clerk to contact Offa Council to ask for the request to be properly submitted.

9. Date of next meeting

To be agreed at the May meeting of the Full Council.

10. Confidential Part 2

Councillor Holmes left the meeting.

The Meeting closed 9.36 pm