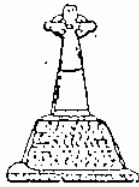


BRYMBO



CYNGOR CYMUNED COMMUNITY COUNCIL

Bethan M Hughes Clerk and Financial Officer

15 Chestnut Avenue Wrexham LL12 7HS

MINUTES OF THE MEETING OF BRYMBO COMMUNITY COUNCIL HELD ON TUESDAY 14TH JULY 2020 AT BRONWEN'S GREEN.

Present (Chairman) P Rogers

Brymbo Ward- Councillors D Ashworth, K Mathews, L Prince, S Rawlinson, M Shone and J Phelan.

Tanyfron Ward- Councillor D Griffiths.

Bwlchgwyn Ward- Councillor J Bassford-Barton.

Apologies- Councillors S Monti and L Steele.

The minutes of the meeting held on Tuesday 10th March 2020 were confirmed as a true record and signed by the Chair.

DECLARATION OF INTEREST-None

3. BRONWEN'S GREEN

Cllr Rogers told members that the upgrade to the football pitch urgently needed to be discussed as the Welsh FA needed confirmation by the following Monday on whether BCC would be making the necessary improvements to enable the local football side to be promoted to a higher tier. Dugouts and barriers would need to be erected to comply with regulations. Cllr Rogers told members that three quotes had been requested however they were awaiting the return of one. He requested members support to delegate the decision on which tender to accept, as the work needed to begin urgently and with the uncertainty of the situation regarding Covid-19 it could cause extreme damage to the football club if they were refused promotion on the grounds that the pitch did not meet Welsh FA regulations.

Cllr Ashworth proposed and Cllr Griffiths seconded that when the three quotes were received a decision to proceed would be made by the Clerk, Chair and Vice-Chair. A vote was taken. All were in favour.

4. PLANNING

SINGLE STOREY REAR EXTENSION

BRYN AWEN FRON HEULOG HILL BWLCHGWYN

P/2020/0189

TROSI YSGUBOR I ANNEDD/CONVERSION OF BARN TO DWELLING
FORMER STORAGE BARN AT QUARRY OFF WESLEY ROAD RUTHIN ROAD
BWLCHGWYN

P/2020/0203 No observations.

TOWN AND COUNTRY PLANNING ACT 1990:191 AS AMENDED
APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE FOR AN
EXISTING USE OR OPERATION-No observations.

AGRICULTURAL BUILDING FOR LIVESTOCK, FEED AND EQUIPMENT
LAND WEST OF CEFN ROAD BWLCHGWYN

P/2020/0265-No observations.

5. INTERNAL AUDIT REPORT/ YEAR END ACCOUNTS/ QUARTERLY ACCOUNTS

The Clerk read out the internal audit report from JDH Business Services. There were 7 issues raised.

Issue1-A payment to Excello Law had not been recorded in the cash book in that the VAT had not been correctly stated. This related to voucher 48 for £4500.00. It stated that a previous payment had been made for £600.00 which included £100.00 VAT. The auditor stated the VAT for both payments should have been £850.00 (£4250.00 + £850 vat).It recommended that a VAT invoice be obtained from the supplier in order to reclaim the VAT. The Clerk had obtained a VAT invoice which showed that voucher 28 showed £500.00 + VAT £100.00 for advice on the 28/05/2019 was correct at £600.00. Voucher 48 showed three further payments. £500.00 + VAT £100.00 was for a separate invoice for part 2 advice given on the 30/07/19, a payment of £750.00+ VAT of £150.00 for advice in conference on the 06/09/2019 and a final payment of £2500.00 + VAT of £500.00. The total VAT for invoice was correct at 750.00.

Issue 2-Fidelity insurance needed to be raised to £303,000 from £294,000. The Clerk had increased the fidelity insurance.

Issue3-The financial regulations require that for contracts over £7000.00 3 quotes were needed. The purchase of the Youth Container showed no evidence of this. The Clerk told members that the container was a bespoke model and that BCC had purchased the container through WCBC as they awarded BCC a grant of £6000.00 towards the purchase of it. This had made financial sense as containers of this model were approx. £14000.00. The CC would not have been able to purchase one for a lower cost.

Issue 4-The general reserves exceeded 12 months of operating expenditure. It suggested the CC review their reserves. Members noted that there were many projects on-going where the levels of reserves should fall significantly and the Bwlchgwyn project (approx. £80,000 was on hold with the current situation.

Issue 5-No evidence could be found that the payroll company had been independently informed of the increase in the salary of the Clerk. It suggested that in future the Chair should inform the payroll company.

Issue 6-The container purchased by the CC should be added to the asset register. The Clerk informed members that this had not been done as they were still awaiting

delivery of the container as there had been difficulties with siting it. When these had been resolved the Clerk would contact the insurers and add it to the asset register. Issue 6-It was noted that the Council should ensure that orders for works, goods and services were made up as per Financial Regulations, by ensuring that a purchase order be put in place. It was proposed by Cllr Mathews and seconded by Cllr Bassford-Barton that the Annual Return be approved by Council. A vote was taken. All were in favour. The documentation with regard to the External Audit would now be sent to the Auditors. The Clerk gave copies of all income and expenditure for the last financial year and the Chair and the Clerk signed the bank reconciliation for 2018-2019.

The Clerk also gave out copies of the last quarterly income and expenditure (April-June 2020). The Clerk and Chair both signed the bank reconciliation for the first quarter of 2020.

6. CORRESPONDENCE NIGHTINGALE HOUSE NEWSLETTER

7. ACCOUNTS FOR PAYMENT

3520	B HUGHES REFUND COLOURED INK	19.48
3521	B HUGHES REFUND BLACK INK	16.59
3522	HAFREN DYFRDWY BRON GREEN	104.64
3523	WCBC 6 MONTHLY YOUTH SERVICE	7865.50
3524	JONES LIGHTING MAINTENANCE	180.42
3525	BTRT HIRE OF ROOM X 2	60.00
3526	ST MARY'S CHURCH GRANT	1000.00
3527	WCBC SHERRATS BRON GREEN 201-20	4212.26
3528	ACCOUNTING SOLUTIONS PAYROLL	19.94
3529	B HUGHES REFUND OF POSTAGES	8.40
3530	B HUGHES SALARY APRIL	*
3531	SCOTTISH POWER ENERGY	1143.12
3532	JONES LIGHTING LED UPGRADE	108,369.94
3533	CMR ENGINEERING BRYMBO POOL	1893.60
3534	WCBC LODGE COMM CENTRE COSTS	72.31
3535	EASILY.COM DOMAIN RENEWAL	18.00
3536	SCOTTISH POWER TYF MUGA	193.01
3537	SCOTTISH POWER BRON GREEN	38.30
3538	AJI ACCOUNTING SOLUTIONS PAYROLL	20.38
3539	SCOTTISH POWER ENERGY	1102.92
3540	JDH BUSINESS SERVICES INTERNAL AUDIT	228.00
3541	B HUGHES REFUND OF POSTAGES	11.06
3542	B HUGHES REFUND BT PHONESINGLE	20.00
3543	INLAND REVENUE	738.38
3544	B M HUGHES SALARY MAY	*
3545	CAME AND COMPANY ANNUA INSURANCE	3175.23
3546	BTRT HIRE OF ROOM 04&11/02	60.00
3547	SHERRATTS BRONWENS GREEN	327.70
3550	CMR ENGINEERING STONE WALL BIG	3783.60

3551	CMR ENGINEERING SUPPLY DOUBLE GATE	4075.20
3552	CMR ENGINEERING STEEL FENCE AND GATE	1668.00
3553	B HUGHES REFUND OF POSTAGES	13.43
3554	B HUGHES SALARY	*
3555	B HUGHES REF OF POSTAGES	2.37
3556	SCOTTISH POWER ENERGY	1191.12
3557	VRON GARDENS SERV FOOTPATH TANYFRON	220.00
3558	VRON GARDEN SERV B/G WA MEM	145.27
3559	WCBC HALF YEARLY PLAY AREAS	6283.50
3560	WCBC YOUTH SERVIC	8247.75
3561	B HUGHES SALARY	*

The meeting closed at 6.55 p.m.

Signed Chairman