



**Minutes of Community Council
Finance Meeting Q3 2025-2026**

**on Thursday, 22nd January 2026
at 7.30pm
Three Crosses Community Centre**

PRESENT:

Community Councillor

Cllr Bev Evans (BE)
Cllr Alison Douglas (AD)
Cllr Paul Dennis (PD)

Community Councillor

Cllr Debbie Male (DM)

Clerk: W Smart (WS)

**Meeting commenced 7.37pm as a Hybrid meeting
Cllr Paul Dennis Vice Chair of the Community Council presiding**

ITEM	HEADING	ACTION
1.0	<u>Introduction and APOLOGIES FOR ABSENCE</u>	
	The vice-chair welcomed all to the meeting, and as no one joined via the online teams link the vice-chair asked for the link to be closed. Apologies had been received from Cllr Jones, Cllr Rogers and Cllr Hood-Williams. The meeting was quorate and so progressed.	
2.0	<u>Disclosures of Personal Prejudicial Interest</u>	
	None	
3.0	<u>Approval of Minutes</u>	
	Minutes of the Q2 Finance meeting held 23/10/25 were approved Proposed by Cllr Dennis and seconded by Cllr Evans and unanimously accepted.	
4.0	<u>Matters Arising</u>	
	None	
5.0	<u>Q3 Financial Position and Reconciliation 2025/2026</u>	

The clerk referred to the Q3 review the actual transactions from 1/4/25 to 31/12/25 a summary of which is detailed below

Actual Expenditure End of Q3 April - Dec 2025

£	7,455.06	Grounds contract
£	1,477.27	Utilities
£	10,013.09	Operational Cost
£	11,250.81	Annual Grants
£	6,923.88	Events
£	2,008.99	Fees
£	40.00	Training
£	342.61	Revenue Cost
£	1,239.47	Insurance
£	50,934.07	

Actual Income End of Q3 April - Dec 2025

£	36,090.00	Precept
£	660.00	Hall BACS Income
£	2,455.00	Hall Cash Income
£	104.24	Misc Income
£	6,857.55	VAT Income
£	1,700.00	Grant Income
£	1,440.37	Event Income
£	49,307.16	

The budget sheet set in Jan 2025 was revised at Q3 was reviewed by all present

For Q3 there are the following variances: -

1. The operational costs have increased due to several items such as unforeseen playground repairs of which total **£4,001** and due to tree removal work and hedge laying at a cost of **£2,900**.

There have been savings made against other heading, **£2,000** has been saved in salary (as no paid clerk until July), **£1,500** has been saved from communications as newsletters have not been produced and **£6,000** has been reallocated as underspend from Revenue budget

In summary the Operational cost budget has been increased from **£9,450** to **£18,470**

2. As a result, the overall spend has been increased by **£170** to **£63,688,80**, and this has been funded from increased hall hire income, so no additional reserves have been used

6.0 Accounts for 2024/2025

Update, Wales audit office has been contacted to upload documents to objective connect, as there is no access at present. The document files have been checked and are now ready to go to the internal auditor.
Clerk to compile documentation and submit to the internal auditor

WS

7.0 Accounts Timetable for 2025/2026

The timetable for 25/26 was outlined by the clerk verbally, this is detailed below

	<ul style="list-style-type: none"> • Year-end date - 31/3/26 • Q4 Finance meeting, clerk presents accounts 8/4/26 • Internal review period Cllr Evans - April 26 • Accounts issued to Internal Auditor – 1/5/26 • Accounts returned from internal auditor – 31/5/26 • Accounts published for public scrutiny 1/6/26 • Accounts passed to Wales auditor – 1/7/26 	
8.0	<u>Council Remuneration 26/27</u>	
	All councillors have signed and returned the required forms Clerk to upload the summary document to the web site	WS
9.0	<u>To Approve the National salary award</u>	
	Defer to the Q4 finance meeting.	
10.0	<u>Review of Standing Orders and Direct Debits</u>	
	<p>The current position is detailed below, and this has not changed from Q2</p> <p>Standing Orders</p> <ul style="list-style-type: none"> • None <p>Direct Debits</p> <ul style="list-style-type: none"> • BT - Broadband • Octopus – electricity Bills • ICO – Information Commissioners Office • HMRC – PAYE tax payments <p>There are no proposed changes</p>	
11.0	<u>Financial Risk Assessment review</u>	
	The revised financial risk assessment was revised following the Q2 meeting and requires no new amendment	
12.0	<u>Set The Precept for 26/27</u>	
	<p>The clerk presented a draft income and expenditure budget for 2026/2027. Councillors considered each budget expenditure heading and the clerk revised each expenditure heading to the councillors' requirements.</p> <p>The councillors debated the precept which would be required to provide a balanced budget and decided to set a budget with a small drawdown on reserves. The precept was therefore increased from £36,090 to £43,200, proposed by Cllr Evans and seconded by Cllr Douglas with unanimous approval.</p>	

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_____ Cllr P Hood-Williams

	<p>The clerk showed the December bank statement for 25/26; this showed the minimum balance during December 25 and for the financial year 25/26 of £9,068.</p> <p>It was therefore resolved to move the grant award window to January 27 and so to avoid any cash flow issues in December prior to the planned 3rd instalment of the precept on 31/12/26. This would give the minimum reserves of approx. £19,000 Proposed by Cllr Male and Seconded by Cllr Evans and accepted unanimously.</p> <p>The clerk is to reply to CCS with the community council precept requirements</p>	WS
13.0	Date of Next Finance Meeting	
	<p>Q4 Financial review Wednesday 8th April 2026</p> <p>Meeting closed at 9:24pm</p>	

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