



Summons to the Monthly Meeting of the Finance & Compliance Committee

Councillors:

Cllr Ian Scott (Chair)

Cllr Carrie Townsend Jones

Cllr Michael Parkin

Cllr Francesca O'brien

Cllr William Thomas

Cllr Rebecca Fogarty

You are **SUMMONED** to the **MONTHLY MEETING** of the **Finance & Compliance Committee** to be held on 21, November 2022 at 6.30 pm, via Zoom/Hybrid

A handwritten signature in black ink that reads "Sydney Lee". The signature is written in a cursive, flowing style.

Sydney Lee
Democratic Services Officer
14 November 2022



Finance & Compliance Meeting Agenda 21, November at 6.30 pm Virtual Meeting (Zoom) / Hybrid

FI2211-01 Apologies for Absence

FI2211-02 Declarations of Interest

FI2211-03 Minutes of the Previous Meetings of the Committee

To Approve the Minutes held on 17 October 2022 as a true record.

FI2211-04 Action Points Arising from Previous Minutes

FI2211-05 Training Plan

FI2211-06 December Meeting

Looking at ideas about another committee meeting in December.

FI2211-07 Ideas and Discussion on Next Year's Budget

FI2211-08 RFO Budget Monitoring Report in Full

FI2211-09 Grants Approved Through Contingency Fund Discussion

FI2211-10 Sport Information Board

Action Points Arising from Previous Minutes

Meeting paper for Finance Committee 21 November 2022

Agenda Item:

Item	Actions	Update
FI2210-04	Previous Minutes ACTION – Continue Chasing locking gate issue ACTION – Continue Langland Bay Tennis Court maintenance	COMPLETED – Passed to Community & Social Development Committee
FI2210-07	Training Plan ACTION – Training plan moved forward and should be completed by the 28 th .	COMPLETED - Training plan moved to November's Finance & Compliance agenda
FI2210-08	Grant Request from Grange Primary School ACTION – Clarify Grant Budget with RFO ACTION – Grant Request for Grange Primary School to be approved subject to budget clarification.	COMPLETED - Approved by Council on 8 November 2022
FI2210-09	Grant Request for Mumbles Bowls Club ACTION - Grant Request for Mumbles Bowls Club to be approved subject clarification.	COMPLETED - Approved by Council on 8 November 2022

Minutes of Meeting of the Finance & Compliance Committee held on 17 October 2022 at 6.30 pm Virtual Meeting (Zoom)

Councillors Present: Ian Scott (Chair), Rebecca Fogarty, Sophie Gardiner, Helen Nelson, Francesca O'Brian, Michael Parkin, Carrie Townsend Jones

Officer Present: Sydney Lee

CM2209-01 Apologies: Phil Keeton, Will Thomas

None.

CM2209-02 Declarations of Interest

None.

CM2209-03 Minutes of the Previous Meetings of the Committee

RESOLVED to approve the minutes of the meeting held on 26 September 2022 as a true record.

CM2209-04 Action Points Arising from Previous Meetings

RESOLVED that the report be noted.

ACTION Continue to chase locking gate issue

ACTION Continue Langland Bay Tennis Court maintenance

FI2210-06 Sport Information Board

To be moved to next meeting of committee on 21 November 2022

FI2210-07 Training Plan

RECOMMENDED All councillors are made aware of it and new councillors should put themselves forward for committee. Training plan should also be highlighted for full council.

ACTION Training plan moved forward and should be completed by 28th.

RECOMMENDED Special meeting be held to discuss the training plan.

FI2210-08 Grant Request from Grange Primary School

ACTION Clarify grant budget w/RFO

RECOMMENDED Grants moved back to a later date until meeting w/ RFO

ACTION Grant request for Grange Primary school to be approved subject to RFO budget clarification.

FI2210-09 Grant Request Mumbles Bowls Club

ACTION Grant request for Mumbles Bowls Club to be approved subject to RFO budget clarification.

FI2210-10 Grand Request Sculpture by the Sea

RECOMMENDED Grant Request subject to discussion with RFO.

**FINANCE AND COMPLIANCE COMMITTEE
BUDGET MONITORING REPORT TO 31/10/2022**

Code and Title	Actual to 31/10/2022			Year End Adj £	Adjusted Net to 31/10 £	Budget 2022/23 £	Net Position +/- Under/Over £	Over/Underspend To be reviewed
	Expenditure £	Income £	Net £					
FC1 - Small and Medium Grants	54,356	0	54,356	0	54,356	71,200	16,844	Budget fully committed
FC5 - Training Courses and Associated Costs	1,060	0	1,060	0	1,060	5,000	3,940	
FC6 - Evaluation Services	0	0	0	0	0	3,000	3,000	
FC7 - Hybrid Meeting Equipment and Licences	6,997	0	6,997	0	6,997	5,000	-1,997	Virement required
FC8 - Ostreme Centre Development Costs	17,298	0	17,298	2,087	15,211	71,500	56,289	
FC11 - Commercial & Residential Painting Grants	0	0	0	0	0	5,000	5,000	Mural
FC14 - Ostreme Centre - New Operating Model	0	0	0	0	0	25,000	25,000	
Total	79,711	0	79,711	2,087	77,624	185,700	108,076	

NOTES

1. Year End Adj are invoices paid in 2022/23 that have been charged back to the 2021/22 budget.
2. All Earmarked Reserves brought forward from 2021/22 agreed at Council on 27/09/2022 have been included in this report.

Mumbles Community Council

Finance and Compliance Committee - Expenditure Transactions to 31/10/2022 (Between 01-04-2022 and 31-10-2022)

Code 10 FC5 - Training Courses and Associated Costs

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
145	05/07/2022	CO2201.S-06	1Lloyds Current Account		Training	One Voice Wales	X	945.00		945.00
252	09/08/2022		1Lloyds Current Account		Training	One Voice Wales	X	70.00		70.00
405	18/10/2022		1Lloyds Current Account		Conference	SLCC	S	45.00	9.00	54.00
Subtotal for Code: FC5 - Training Courses and Associated Costs								£1,060.00	£9.00	£1,069.00

Code 14 FC8 - Ostreme Centre Development Costs

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
81	31/05/2022	275.06	1Lloyds Current Account		Legal Fees	Peter Lynn and Partners	S	2,086.70	417.34	2,504.04
82	31/05/2022	275.06	1Lloyds Current Account		Legal Fees	Peter Lynn and Partners	S	408.00	81.60	489.60
83	31/05/2022	275.06	1Lloyds Current Account		Legal Fees	Peter Lynn and Partners	X	18.00		18.00
432	25/10/2022		1Lloyds Current Account		Ostreme Painting	AR Property Development	S	3,535.60	707.12	4,242.72
440	27/10/2022		1Lloyds Current Account		Ostreme Development Consultant	Dwon to Earth Construction	S	11,250.00	2,250.00	13,500.00
Subtotal for Code: FC8 - Ostreme Centre Development Costs								£17,298.30	£3,456.06	£20,754.36

Code 17 FC1 - Small and Medium Grants

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	12/04/2022	CO2203-09	1Lloyds Current Account		Grant	Swansea Yarnbombers	X	350.00		350.00
11	12/04/2022	CO2203-10	1Lloyds Current Account		Grant	1st Mumbles Scout Group	X	19,080.00		19,080.00
152	15/07/2022	CO2204-09	1Lloyds Current Account		Grant	St. David's Primary School	X	2,500.00		2,500.00
231	04/08/2022	CO2206-12	1Lloyds Current Account		Grant Award	Swansea Bay Orienteering Club	X	250.00		250.00
251	09/08/2022	CO2207-10	1Lloyds Current Account		Grant	Mumbles Development Trust	X	5,000.00		5,000.00
256	09/08/2022	CO2207-11	1Lloyds Current Account		Grant	YGG Llwynderw	X	2,850.00		2,850.00
270	19/08/2022	CO2206-11	1Lloyds Current Account		Grant	Oystermouth School PTA	X	15,000.00		15,000.00
342	22/09/2022	CO2206-13	1Lloyds Current Account		Grant Award	The Shared Plate	X	5,676.00		5,676.00
371	29/09/2022		1Lloyds Current Account		Grant	Mumbles Traders	X	3,650.00		3,650.00
Subtotal for Code: FC1 - Small and Medium Grants								£54,356.00		£54,356.00

Code 135 FC7 - Hybrid Meeting Equipment and Licences

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
443	29/10/2022		1Lloyds Current Account		Hybrid Meeting Equipment	TecInteractive	S	6,997.00	1,399.40	8,396.40
Subtotal for Code: FC7 - Hybrid Meeting Equipment and Licences								£6,997.00	£1,399.40	£8,396.40
Subtotal for Cost Centre: Finance and Compliance Committee								79,711.30	4,864.46	84,575.76

TOTALS **£79,711.30** **£4,864.46** **£84,575.76**

**OSTREME CENTRE -
BUDGET MONITORING REPORT TO 31/10/2022**

Code and Title	Actual to 31/10#/2022			Year End Adj £	Adjusted Net to 31/10 £	Budget 2022/23 £	Net Position +/- Under/Over £	Over/Underspend To be reviewed
	Expenditure £	Income £	Net £					
OS1 - Rent	7,500	0	7,500	0	7,500	15,000	7,500	
OS2 - Electricity	0	0	0	0	0	2,700	2,700	
OS3 - Gas	0	0	0	0	0	2,100	2,100	
OS4 - Water	0	0	0	0	0	600	600	
OS5 - Insurance	0	0	0	0	0	1,800	1,800	
OS6 - Minor Maintenance	0	0	0	0	0	1,000	1,000	
OS7 - Annual Gas Safety Check	0	0	0	0	0	200	200	
OS8 - Annual Fire Alarm Checks	0	0	0	0	0	300	300	
OS9 - Annual Fire Extinguisher Check	0	0	0	0	0	100	100	
OS10 - Burglar Alarm Contract	0	0	0	0	0	150	150	
OS11 - Ostereme Community Association Rent	0	-7,000	-7,000	-3,500	-3,500	-7,000	-3,500	
OS12 - Loan Repayment	0	0	0	0	0	-5,000	-5,000	
Total	7,500	-7,000	500	-3,500	4,000	11,950	7,950	

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Mumbles Community Council

Ostreme Centre - Income Transactions to 31/10/2022 (Between 01-04-2022 and 31-10-2022)

Code Vchr.	Date	108 Minute	OS11 - Ostreme Community Association Rent Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	19/04/2022		1Lloyds Current Account		Ostreme Centre Rent	Ostreme Community Association	X	3,500.00		3,500.00
27	23/09/2022		1Lloyds Current Account		Ostreme Centre Rent	Ostreme Community Association	X	3,500.00		3,500.00
Subtotal for Code: OS11 - Ostreme Community Association Rent								£7,000.00		£7,000.00
Subtotal for Cost Centre: Ostreme Centre								7,000.00		7,000.00
TOTALS								£7,000.00		£7,000.00

Mumbles Community Council

Ostreme Centre - Expenditure Transactions to 31/10/2022 (Between 01-04-2022 and 31-10-2022)

Code Vchr.	Date	98 OS1 - Rent Minute Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
140	24/06/2022	1Lloyds Current Account		Ostreme Centre Rent	All Saints Church	X	3,750.00		3,750.00
396	29/09/2022	1Lloyds Current Account		Ostreme Centre Lease	All Saints Church	X	3,750.00		3,750.00
				Subtotal for Code: OS1 - Rent			£7,500.00		£7,500.00
				Subtotal for Cost Centre: Ostreme Centre			7,500.00		7,500.00
				TOTALS			£7,500.00		£7,500.00