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**Cofnodion Cyfarfod y Pwyllgor a Phersonèl Cyllid /  
Minutes of the Finance and Personnel Committee Meeting  
09.07.2024 at 7.00 yh/pm  
Cyfarfod Rhithiol ar Zoom/Remote Meeting on Zoom**

**Presennol:**

Cyng G Browne (Cadeirydd)  
Cyng N Tuck  
Cyng M Swaine Williams

**Present:**

Cllr G Browne (Chairman)  
Cllr N Tuck  
Cllr M Swaine Williams

**Ymddiheuriadau:**

Cyng K Taylor  
Cyng H Williams

**Apologies**

Cllr K Taylor  
Cllr H Williams

**Hefyd yn bresennol:** R Sheldon, Clerc.

**Also present:** R Sheldon, Clerc.

Mae'r Pwyllgor Cyllid a Phersonèl wedi adolygu effeithiolrwydd system rheolaeth fewnol y Cyngor yn unol ag arferion priodol ac yn gwneud yr argymhellion canlynol fel y dangosir yng nghorff y pwyllgor munudau isod.

The Finance and Personnel Committee has reviewed the effectiveness of the Council's system of internal control in accordance with proper practices and makes the following recommendations as shown in the body of the committee minutes below.

1.	<b>Cytuno Cylch Gorchwyl y Pwyllgor Cyllid a Phersonèl</b> Cytunwyd ar y Cylch Gorchwyl a PHENDERFYNWYD eu cyflwyno i'r Cyngor i'w mabwysiadu'n ffurfiol. Cyn/Eil: GB / MSW <b>Argymhelliad 1: Cymeradwyo'r Cylch Gorchwyl ar gyfer y Pwyllgor Cyllid a Phersonèl</b>	<b>To agree the Finance and Personnel Committee Terms of Reference</b> The Terms of Reference were agreed and it was RESOLVED to submit them to the Council to be formally adopted. Prop/Sec: GB /MSW <b>Recommendation 1: To approve the Terms of Reference for the Finance and Personnel Committee</b>
2.	<b>Cyflwyniad o Adroddiad Monitro Cyllideb Chwarter 1, 2024/25</b>  Trafodwyd yr adroddiad ochr yn ochr â thaenlenni Monitro Cyllid/ Llyfr Arian Parod a crynodeb Ch1 2024/25 a'r Cysondeb Banc am y cyfnod.	<b>To Present the Clerk's Budget Monitoring Report Quarter 1 2024/25</b>  The report was discussed alongside the budget monitoring spreadsheet / Cash Book and Summary Q12024/25 and Bank Reconciliation for the period.

<p>Adroddodd y Clerc mai £70,950.36 yw'r cyfanswm arian sydd ar gael ar gyfer 2024/25 h.y. y gyllideb â osodwyd o £60,728.68 a £10,221.68 a ddygwyd ymlaen o 2023/24. Mae £3,093.75 ohono eisoes wedi'i ymrwymo ar gyfer atgyweiriadau.</p> <p>Mae'r gyllideb ar gyfer y cyfnod ar y trywydd iawn o'i chymharu â'r gyllideb osodedig. Denwyd incwm o £29,555.84 yn ystod y cyfnod a gwnaethpwyd wariant o £15,515.20.</p> <p>Derbyniodd y pwyllgor yr adroddiad a gwnaeth yr argymhelliad canlynol. PrCyn/Eil: MSW / NT</p> <p><b>Argymhelliad 2: Cymeradwyo'r Adroddiad Monitro'r Gyllideb ar gyfer Ch1 2024/25 a'r Cysoniad Banc fel cofnod gwir a chywir o sefyllfa ariannol Cyngor Cymuned y Fali ar 30/06/2024.</b></p>	<p>The Clerk reported that the total funds available for 2024/25, is £70,950.36 i.e. the set budget of £60,728.68 and £10,221.68 was brought forward from 2023/24. Some £3,093.75 of which is already committed for repairs.</p> <p>The budget for the first quarter is on track compared to the set budget. Income of £29,555.84 was attracted during the period and expenditure of £15,515.20 made.</p> <p>The committee accepted the report and made the following recommendation. Prop/Sec MSW/NT</p> <p><b>Recommendation 2: To approve the Budget Monitoring Report for Q1 2024/25 and the Bank Reconciliation as a true and accurate record of the Valley Community Council's financial position at 30/06/2024.</b></p>
<p>Rhoddodd y Clerc drosolwg o bob un o'r prosiectau canlynol:</p> <ol style="list-style-type: none"> <li>1. <u>Prosiect pêl-fasged</u>: Derbyniwyd grantiau gwerth cyfanswm o £33k o'r £41k gofynnol. Mae cais am arian i Dŵr Cymru wedi cael ei wneud ac mae cais pellach i Gronfa Mileniwm ar y gweill.</li> <li>2. <u>Mannau Gwyrdd</u>: Mae'r offer campfa awyr agored i'w osod ar 18/7/2024. Mae gwirfoddolwyr wedi dechrau tacluso'r triongl. Ar hyn o bryd mae'r clerc yn chwilio am ddyfynbrisiau i osod cyrbau ffiniol. Mae cyllid o £10,500 ar gael ond gellir mynd y tu hwnt i hyn ac yn dibynol ar gost y gwaith ffiniol. Y prosiect hwn yw'r flaenoriaeth bresennol o ystyried cyflwr adfail yr ardal. Rhaid gwario arian grant cyn 30/11/24.</li> <li>3. <u>Rampiau Cyflymder</u>: Y bwriad yw cwblhau'r prosiect cyn gynted ag y bydd arian ar gael. Y pwyllgor i fonitro'r gyllideb yn agos.</li> <li>4. <u>Cysgodfan Bws Cerrig Ffordd yr Orsaf</u>: Trafodwyd yr Arolwg Strwythurol. Cytunwyd i barhau i gostio'r gwaith, i geisio am gyllid a blaenoriaethu'r gwaith yn y flwyddyn ariannol nesaf. Cyn/Eil: MSW / NT</li> </ol>	<p>The Clerk gave an overview of each of the following projects:</p> <ol style="list-style-type: none"> <li>1. <u>Basketball project</u>: Grants totalling £33k of the required £41k have been received. An application for funding to Welsh Water has been made and a further bid the Milenium Fund is in progress.</li> <li>2. <u>Green Spaces</u>: The outdoor gym equipment is to be installed on 18/7/2024. Volunteers have started with the tidy up the triangle. The clerk is currently seeking quotations to install boundary kerbs. £10,500 funding is available but this may be exceeded depending on cost of the boundary work. This project is the current priority given the state of disrepair of the area. Grant funding must be spent before 30/11/24.</li> <li>3. <u>Speed Ramps</u>: It is intended to complete the project as soon as funds are available. The committee to monitor the budget closely.</li> <li>4. <u>Stone Bus Shelter Station Road</u>: The Structural Survey was discussed. It was agreed to continue costing out the work, to seek funding and to prioritise the work in the next financial year. Prop/Sec: MSW/NT</li> </ol>

	<p>Nodwyd wrth ychwanegu'r holl grantiau ar gyfer y phrosiectau a dilyn drwadd i'w cwblhau yna byddai'r gyllideb ddiwygiedig ar gyfer 2024/25 yn:</p> <ul style="list-style-type: none"> <li>• Incwm £111,450.36</li> <li>• Gwariant £117,718.58</li> <li>• <u>Diffyg o £6,268.22</u> (gan rhagdybio nad oes gwariant annisgwyl pellach yn codi a bod y gwariant yn aros o fewn y gyllideb.</li> </ul> <p>Gyda hyn mewn golwg cytunodd y pwyllgor ar yr argymhellion isod:</p> <p><b>Argymhelliad 3:</b> Cymeradwyo cwblhau prosiect Mannau Gwyrdd ac atgyweiriadau'r triongl cyn gynted â phosibl. Y gyllideb i'w monitro'n agos.</p> <p><b>Argymhelliad 4:</b> Cymeradwyo symun ymlaen gyda prosiectau Rampiau Cyflymder a Phêl fasged pan fydd digon o arian ar gael. Y Pwyllgor Cyllid a Phersonél i fonitro a chytuno ar ddyddiadau dechrau.</p> <p><b>Argymhelliad 5:</b> Cymeradwyo symud ymlaen i newid y Cysgodfan Bysiau carreg ar Heol yr Orsaf ym mlwyddyn ariannol 2025/26.</p>	<p>It was noted that adding on all grants for the above projects and following through to completion, the revised budget for 2024/25 would be:</p> <ul style="list-style-type: none"> <li>• Income £111,450.36</li> <li>• Expenditure £117,718.58</li> <li>• <u>Deficit of £6,268.22</u> (assuming that no further unforeseen expenditure arises and expenditure stays within budget.</li> </ul> <p>In view of this the committee agreed to the following recommendations:</p> <p><b>Recommendation 3:</b> To approve the completion of the Green Spaces project and triangle repairs as soon as possible. The budget to be monitored closely.</p> <p><b>Recommendation 4:</b> To approve progressing Speed Ramps and Basket Ball projects when sufficient funds become available. The Finance and Personnel Committee to monitor and agree start dates.</p> <p><b>Recommendation 5:</b> To approve progressing the replacement of the stone Bus Shelter on Station Road in the 2025/26 financial year.</p>
3.	<p><b>Trosolwg o Gyfrifon Ynys Wen Ch 1 2024/25</b></p> <p>Cytunodd y Pwyllgor fod cyfrifon Ynys Wen ar y trywydd iawn gyda'r gyllideb osodedig. Mae arolwg cyflwr y tir wedi dod i law gyda chynigion i osod system ddraenio. Mae'r adroddiad hwn wedi'i anfon at CNC/Asiantaeth yr Amgylchedd i'w gymeradwyo cyn gwneud unrhyw waith. Rhagwelir y bydd cost y gwaith yn cael ei dalu o gronfeydd wrth gefn.</p>	<p><b>Overview of Ynys Wen Accounts Q1 2024/25</b></p> <p>The Committee agreed that the Ynys Wen accounts are on track with the set budget. A ground condition survey has been received with proposals to install a drainage system. This report has been sent to NRW /Environment Agency for approval before any work is undertaken. It is envisaged that the cost of the work will be met from banked reserves.</p>
4.	<p><b>Unrhyw fater arall</b></p> <p>Cytunwyd i sefydlu cynllun ar gyfer gwelliannau yng nghymuned ehangach y Fali ar gyfer 2025/26.</p>	<p><b>Any other matters</b></p> <p>It was agreed to establish a plan for improvements in the wider Valley community for 2025/26.</p>
	Daeth y cyfarfod i ben am 8.05yh.	Meeting ended at 8.05pm