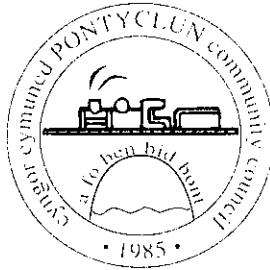


Cyngor Cymuned Pontyclun

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Pontyclun Community Council

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Minutes of the meeting of the Finance Committee of the Pontyclun Community Council held in the Pontyclun Community Centre, Pontyclun, at 7.00 p.m. on Friday, 20 August, 2004.

PRESENT: Community Councillors D Henderson, S Jenkins and A R Lane

1. **Apologies for absence**

There were no apologies for absence.

2. **Declarations of interest**

Declarations of interest were invited from Members. There were no declarations.

3. **Monitoring of Expenditure against budget for 2004/2005**

The Committee reviewed the Council's expenditure from 1 April, 2004 to 30 June, 2004, the Council's projected expenditure to 31 March, 2005, and compared the information against the Council's budget for 2004/05.

- RECOMMENDED:**
- (i) that the information be noted.
 - (ii) that the Clerk make arrangements to introduce an automatic link between the Council's Cash Books and Budget Monitoring Sheet.
 - (iii) that the Clerk explore the possibility of paying Council employees by Internet Banking

- (iv) that the Council consider setting up separate capital budgets for specific schemes

4. **Familiarisation of aspects of the Council's work**

The Committee received a number of financial documents in relation to the Council's work.

RECOMMENDED: (i) that a copy of the Conditions of Service for Local Government Services be provided for the Chairperson for examination

- (ii) that a specimen copy of the Contract of Employment for Clerks be provided to the Chairperson and Councillor Henderson.

5. The meeting ended at 8.40 p.m.

