Peterston-super-Ely Community Council
Cyngor Cymuned a Llanbedr-y-Fro

Draft Minutes of the Ordinary Council Meeting held at 7.30pm on the 9th November 2026

Present: CHAIR Cllr. D Cross, VICE CHAIR Cllr. A Phillips, Cllr. S Firth, Cllr. J Drysdale, Cllr. D Meir, Cllr. D Moody-Jones, Cllr. J Jones

Also present: Clerk/RFO : Victoria Andrew

Agenda Item	Discussion points	Action	Person
11/01 Apologies for Absence	Cllr. H Potter		
11/02 Disclosures of Personal/Prejudicial Interests	None recorded		
11/03 Approve Minutes of the Finance Committee meeting held on 14th September and review matters arising	The Chair introduced the Minutes of the Finance Committee Meeting held on the 14th September 2026. It was resolved that the Minutes are confirmed as a true and accurate record of the meeting. The Minutes were duly signed by the Chair.	Publish Minutes	Clerk/RFO
11/04 Repayment of churchyard fees	It was resolved that the repayment of churchyard fees received in error be recommended to Full Council for approval.	Recommend to Council	Cllr. Phillips
11/05 Christmas tree payment	It was resolved that the original payment to the Three Horseshoes for the Christmas tree be reissued by BACS, as the original cheque had expired and be recommended to the Full Council for approval.	Recommend to Council	Cllr. Phillips
11/06 Nominal codes	It was resolved that the nominal code 4350 - Village Environment would be used to record payments to Kevyn Williams for materials and self employed hours	Use nominal code 4350	Clerk/RFO
11/07 Community Benefit Fund Applications	The Committee considered four applications for funding from the Community Benefit Fund and resolved as follows: 1. **Wild Coed Forest School** – An application for funding towards materials to convert a shed into a food preparation area was considered. It was resolved that further information be requested before the application could be given further consideration. 2. **The Three Horseshoes Public House** – An application for the hiring of a face painter and dancer at the Community Festival was considered and approved. 3. **The Three Horseshoes Public House** – An application for funding towards the production of a fundraising calendar was considered. The application was declined, as the grant criteria permits only one application per year from each group. The Committee also noted the limited budget available and its wish to ensure	Recommend approved applications to Council Request more information Inform of decision Inform of decision	Cllr. Phillips Clerk/RFO Clerk/RFO Clerk/RFO

Signed (Chair): Date

Agenda Item	Discussion points	Action	Person
	that funding benefits as many different groups and residents within the community as possible. 4. **Peterston Bellringers** – An application for funding for replacement bell ropes was considered and approved. However, the request for petrol expenses was not approved.	Inform of decision	Clerk/RFO
11/08 **Annual Return 2025-2026**	The Committee reviewed the auditor's notes arising from the Annual Return for 2025/2026 and considered the proposed action plan to address the matters raised. It was resolved that the proposed action plan be agreed and recommended to Full Council for approval. It was further resolved that the amendments to the Financial Regulations arising from the action plan be agreed and recommended to Full Council for approval.	Recommend to Council Recommend to Council	Cllr. Phillips Cllr. Phillips
11/09 **Council debit card**	It was resolved **t**hat the arrangements and procedures for the use of the Council debit card be approved and that the updated Financial Regulations, incorporating the necessary amendments relating to the new card, be recommended to Full Council for approval.	Recommend to Council	Cllr. Phillips
11/10 **Second quarterly RFO and Budget reports**	The Committee reviewed the RFO's second quarterly financial report, which was noted and accepted. The draft budget for the forthcoming financial year was discussed. It was agreed that the RFO would review the existing cost centres to ensure that the budget for the next financial year accurately reflected anticipated income and expenditure, taking into account the proposed merger with St Brides & St Georges Community Council in May.	Review existing cost centres	Clerk/RFO
11/11 **Draft budget 2027-2028**	The Committee considered the Council's draft budget requirements for the forthcoming financial year 2027-2028. It was agreed that it would be recommended to the Full Council that the budget be further reviewed at the February Full Council meeting, taking into consideration the Community Action Plan and identified priorities as well the proposed merger with St Brides & St Georges Community Council in May. It was noted that the Clerk had tried to contact St Brides & St Georges Community Council but had not received a reply.	Recommend to Council	Cllr. Phillips
11/12 **Date of Next Council Meeting**	The date of the next Financial Committee meeting to be determined		

The meeting closed at 7.30pm

Signed (Chair): Date