

MINUTES OF FINANCE COMMITTEE HARLECH COMMUNITY COUNCIL MEETING HELD AT THE OLD LIBRARY, HARLECH AT 7.30 P.M. ON 08.01.24

APOLOGIES

Cllrs. Thomas Mort, Huw Jones, Emma Howie and Gwynfor Owen (Gwynedd Council).

PRESENT

Cllrs. Edwina Evans (Chairman), Christopher Braithwaite (Vice Chairman), Ceri Griffiths, Gordon Howie, Tegid John, Rhian Corps, Martin Hughes, Giles Bentham, Wendy Williams, and Cllr. Annwen Hughes (Gwynedd Council).

7 members of the public were present to ask questions and to get answers about the fraud that occurred to the Council in December 2022. A copy of the questions asked together with answers is attached to these minutes.

The Chairman welcomed Cllr. Giles Bentham to his first meeting of the Council and wished him well in the future. Cllr. Bentham signed the Declaration of Acceptance of Office at the start of the meeting.

Report received from the External Auditor

The Chairman reported that the above report needed to be discussed which was received from the External Auditor regarding a scam that occurred to the Council in December 2022. A report had been received from the External Auditor stating that due to what had happened the Council needed to be more careful when making online payments and it was reported that steps to make this safer had already been taken. 'The Council agreed with what had been set out in the next stages of the report which is whether the report requires it to take any action – and Members agreed to seek the opinion of an independent adviser to investigate on behalf of the Council and advise on appropriate action, including interviewing the people concerned'.

- whether the recommendations in the report are to be accepted – and Members agreed to accept the recommendations in the report
- what steps (if any) to take in response to the report and recommendation - Members discussed what steps to take and comments were made regarding the recommendations from point R1 to R5 and also it was agreed to state that point R4 and R5 have not yet been completed but are work in progress.

MINUTES

The minutes of the meeting held on December 4th 2023 were found to be correct.

MATTERS ARISING FROM THE MINUTES

Cllr. Martin Hughes asked if it was for this year only that the Council had paid Mr. Owen Brown to administer the website.

MATTERS ARISING

Independant Renumeration Panel

The Clerk reported that a form had to be signed by every Councillor again this year with regard to the above. There is a need to list every rule that is been adopted in the Council minutes and if a payment

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rule regarding costs is been adopted the Councillors that DO NOT claim expenses sign the form declaring

this. After a discussion it was agreed to adopt the payments rule regarding costs again this year and it was agreed that everybody that wanted to claim costs would do so but it was important that everybody return the form back to the Clerk once it was completed.

Budget Plan

Copies showing the differences between the expenditure that had been made up to the 31st December 2023 since the beginning of April 2023 and what had been earmarked on the budget plan up to the end of December was given to every member. It was reported that the Council had spent £76,093.20 (which included bank charges) since the start of the new financial year and this was £3,301.94 more expenditure than what was earmarked in the budget for the year. The members went through the different expenditures that had been made and the differences that were on the business plan individually. It was agreed to accept the above.

Council's Financial Risk Assessment Policy

Copies of the above was given to each member that was present and every item on it was discussed individually. It was decided to accept this policy. It was agreed to add the tennis court to this policy.

Council Projects 2024/25

The Clerk reported that she had put the above on the agenda in order to get some idea of projects that would need attention during the new financial year so as to include an estimated cost in the budget and it was agreed to list the following - play park maintenance and installation of new fence and mats £45,000, new play equipment £15,000, benches £2,000, bus shelters £7,000, Christmas lights £6,000, tennis court £2,500, allotments £3,000, nature trail £2,500, Council website £1,500, Friends of Tany Castell School £3,000, Cylch Meithrin Harlech £2,000, Penygraig land purchase and legal costs £3,500, wildflower community garden £500..

HAL

Cllr. Martin Hughes reported that he attended the meeting between the area's Community Councils at Llanbedr village hall on the 18th of this month and the Vice-Chairman apologised that he was not able to attend this meeting. There had been discussion about the payment of a

financial contribution to HAL after the end of March this year and a statement had been created and Councillors had agreed that the Clerk of each Council send this out to all Councillors and ask them to vote by Thursday evening the 21st with their decision, the email sent to all Councillors was confidential and stated that members of the other Councils expressed disappointment that this information had been disclosed to a HAL Board member and because of this they believed that this Councillor had breached the Council's Code of Conduct. The Clerk had sent copies of HAL's accounts up to the end of November to all Members and also reported that another meeting was being held between the area's Community Councils at Llanbedr village hall on the 14th of February and also there will be a meeting between the Community Councils and HAL on the 18th of this month. After discussion it was agreed to continue to pay a contribution to HAL in the 2024/25 financial year.

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Council's Budget for 2024/25

The Treasurer gave each member a copy of the Council's accounts up to the year ending 31st December 2023 so that they could see what the financial situation was like. A discussion took place and it was decided that an estimate of the following costs were going to be with the Council during the next financial year - Council's insurance £2,000, Clerk's wages £2,200, Clerk's expenses £1,800 , office expenses £500, tax on Clerk's wages £440, Clerk's Accountant £216, donations £5,000, Harlech & Ardudwy Leisure £21,896.95 , Memorial Hall committee £2,000, Old Library committee £2,000, Friends of Tanycastell School £3,000, Cylch Meithrin Harlech £2,000, cemetery costs £3,500, grass cutting of the cemetery £2,000, grass cutting of the footpaths £2,500, grass cutting King George playing field £2,000, Bron y Graig Nature Trail £2,500, Welsh Water £900, salt bins £400, christmas lights £6,000, benches £2,000, emptying litter bins in playing fields £1,000, run and upkeep of toilets by Memorial Hall £8,000, contribution to keep public toilets open £10,000, One Voice Wales £350, rent meeting room £200, up keep of both play parks £45,000, new play equipment £15,000, bus shelters £7,000, tennis court £2,500, inspection of play parks £324, Council's website £1,500, tennis court rates £120, auditors £3,000, wildflower community garden £500, Penygraig land £3,500, sundries £1,000, upkeep of various items £500, bank charges £150.

Council's Precept for 2024/25

A letter was received from Gwynedd Council with regard to the above. After discussing the budget and foreseeing what the Council's expenditure will be for the forthcoming financial year, it was decided to keep the precept at £70,000.

NOTICE OF MOTION

The Clerk reported that she had received a Notice of Motion from Cllr. Martin Hughes in accordance with Standing Order 9 asking that Harlech Community Council recognises the value

of Harlech swimming pool for the health, safety and wellbeing of the people of Harlech and Ardudwy including future generations. It therefore commits to:

- a) Working with the board of Harlech and Ardudwy Leisure to secure the long term future of the swimming pool;
- b) Grant funding HAL at the current level for another 12 months until 31st March 2025;
- c) Calling upon the other Community Councils of Ardudwy to maintain their funding at the current level for another 12 months until 31st March 2025.

It also proposes the development of a Service Level Agreement between HAL and the Community Councils, to clarify the relationship between them and the future levels of service.' Cllr. Martin Hughes stated that he was withdrawing the above motion as the Council had already agreed to help HAL.

TREASURER'S REPORT

The Treasurer reported that there was £5,664.47 in the bank, £91,913.05 in the reserve account.

Invoices needing payment since last meeting

Revenue & Customs - £110.00 - tax on Clerk's wages

Audit Wales - £200.00 – external audit 2020/21

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Tindle Newspapers - £359.00 - notice external audit report

One Voice Wales - £38.00 - Councillor's training 6.12.23

Old Library Committee - £177.00 – hire of meeting room

Monies received since last meeting

Customs & Excise - £139.00 – V.A.T. reimbursement

Customs & Excise - £1,851.60 – V.A.T. reimbursement

Applications for financial contributions

Harlech & Ardudwy Leisure - £1,750.00 – precept proposal (monthly payment).

The above payments were processed by Cllr. Gordon Howie and Cllr. Ceri Griffiths approved the payments and permission was granted to the Clerk/Treasurer to make payment on line or by cheque at the end of the meeting.

MATTERS DISCUSSED AFTER THE FINANCE MEETING

PLANNING APPLICATION

Erection of single dwelling and detached garage with annexe space together with associated drainage, access and landscaping - Land to the north of Pencerrig Estate, Ffordd Uchaf,

Harlech (NP5/61/52E)

Support this application.

Erection of two storey side extension, single storey rear extension, and detached garage/garden store - 23 Ystad Castell Morfa, Harlech (NP5/61/660)

Support this application.

CORRESPONDANCE

Welsh Government

Received a letter from the above informing the Council that the appropriate sum under Section 137(4)(a) of Local Government Act 1972, Section 137 Expenditure Limit for 2024/25 will be £10.81 per elector. The Clerk reported that the latest number of electors she has is 1,140 and therefore the Council have the right to contribute up to £12,323.40 to outside bodies.

Gwynedd Council – Highways Department

Received a letter from the above Department informing the Council that the Our Area Tidying Up Team will be visiting this area between the 15th and 19th of this month.

Gwynedd Council – Environment Department

Received a letter from the above informing the Council that Twtil road will be closed on the 16th of this month so that works can be carried out to renew a defective pole and cabling activities on behalf of BT Openreach.

SIGNED.....Chairman

DATE..... 4

COFNODION PWYLLGOR ARIANNOL CYNGOR CYMUNED HARLECH A GYNHALIWYD YN YR HEN LYFRGELL, HARLECH AM 7.30 O'R GLOCH 08.01.24

YMDDIHEURIADAU

Cyng. Thomas Mort, Huw Jones, Emma Howie a Gwynfor Owen (Cyngor Gwynedd).

PRESENNOL

Cyng. Edwina Evans (Cadeirydd), Christopher Braithwaite (Is-Gadeirydd), Ceri Griffiths, Gordon Howie, Tegid John, Rhian Corps, Martin Hughes, Giles Bentham, Wendy Williams, a'r Cyng. Annwen Hughes (Cyngor Gwynedd).

'Roedd 7 aelod o'r cyhoedd yn bresennol i ofyn cwestiynau ag i gael atebion ynglyn ar twyll a ddigwyddodd i'r Cyngor mis Rhagfyr 2022. Mae copi o'r cwestiynau a ofynwyd ynghyd ar atebion ynghlwm i'r cofnodion hyn.

Croesawodd y Cadeirydd y Cyng. Giles Bentham i'w gyfarfod cyntaf o'r Cyngor a dymunodd y gorau iddo at y dyfodol. Fe arwyddwyd dogfen Datganiad Derbyn Swydd gan y Cyng. Bentham ar gychwyn y cyfarfod.

Adroddiad a dderbyniwyd gan yr Archwiliwr Allanol

Adroddodd y Cadeirydd bod angen trafod yr adroddiad a dderbyniwyd gan yr Archwiliwr Allanol ynglyn ar scam a ddigwyddodd i'r Cyngor yn mis Rhagfyr 2022. 'Roedd adroddiad wedi ei dderbyn gan yr Archwiliwr Allanol a oedd yn datgan oherwydd yr hyn oedd wedi digwydd bod angen i'r Cyngor fod yn mwy gofalus wrth wneud taliadau ar lein ac adroddwyd bod camau i wneud hyn yn fwy diogel wedi eu cymryd yn barod. 'Roedd y Cyngor yn cytuno hefo'r hyn oedd wedi ei nodi yn camau nesaf yr adroddiad sef a yw'r adroddiad yn ei gwneud yn ofynnol iddo gymryd unrhyw gamau – a cytunodd yr Aelodau i ofyn am farn arbennigwr anibynnol i ymchwilio ar ran y Cyngor a chynghori ar gamau priodol, gan gynnwys cyfweld â'r bobl dan sylw'.

- a yw'r argymhellion yn yr adroddiad i'w derbyn – a cytunodd yr Aelodau i dderbyn yr argymhellion yn yr adroddiad
- pa gamau (os o gwbl) i'w cymryd mewn ymateb i'r adroddiad a'r argymhellion - trafododd yr Aelodau pa gamau i'w cymryd ag fe wnethpwyd sylwadau ynghylch yr argymhellion o pwynt R1 i R5 ag hefyd eisiau datgan bod pwynt R4 a R5 heb ei cwblhau eto ond eu bod yn waith ar y gweill.

COFNODION

Derbyniwyd cofnodion o gyfarfod Rhagfyr 4ydd 2023 fel rhai cywir.

MATERION YN CODI O'R COFNODION

Gofynnodd y Cyng. Martin Hughes a'i ddim ond am y flwyddyn hon yn unig oedd y Cyngor wedi talu i Mr. Owen Brown i gynnal y wefan.

MATERION YN CODI

Panel Cyfrifiad Annibynnol

Adroddodd y Clerc bod yn rhaid arwyddo ffurflen gan bob Cynghorydd ynglyn ar uchod eto eleni. Mae angen rhestru bob rheol sydd yn cael ei mabwysiadu yn cofnodion y Cyngor ag os bydd rheol taliadau ar gyfer costau yn cael ei mabwysiadu bydd angen i'r Cynghorwyr sydd DDIM am hawlio costau arwyddo ffurflen yn datgan hyn. Ar ol trafodaeth cytunwyd i fabwysiadu y rheol taliadau ar gyfer costau eto eleni a cytunwyd bod pawb oedd eisiau hawlio costau yn gwneud hynny ond ei fod yn bwysig bod pawb yn ei anfon yn nol i'r Clerc ar ol ei cwblhau.

Cynllun Cyllideb

Dosbarthwyd copiau o'r uchod yn dangos y gwahaniaethau yn y gwariant a oedd wedi cael ei wneud i fyny hyd at y 31ain o Ragfyr 2023 ers dechrau Ebrill 2023 a beth oedd wedi cael ei

glustnodi yn y cynllun cyllideb hyd at diwedd mis Rhagfyr i bob aelod oedd yn bresennol. Adroddwyd bod £76,093.20 (a oedd yn cynnwys costau banc) wedi cael

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ei wario ers cychwyn y flwyddyn ariannol newydd a bod hyn yn £3,301.94 o wariant yn fwy na oedd wedi cael ei glustnodi yn y gyllideb am y flwyddyn. Aeth yr aelodau drwy y gwahaniaethau yn y gwariant a oedd wedi cael ei wneud a beth oedd i lawr ar y cynllun cyllideb fesul un. Cytunwyd i dderbyn yr uchod.

Polisi Asesiad Risg Ariannol y Cyngor

Dosbarthwyd copiau o'r uchod i bob aelod a oedd yn bresennol a gafodd bob eitem a oedd arno ei drafod arwahan. Penderfynwyd derbyn y polisi hwn. Cytunwyd i ychwanegu y cwrt tenis i'r polisi hwn.

Prosiectau y Cyngor 2024/25

Adroddodd y Clerc ei bod wedi rhoid yr uchod ar yr agenda er mwyn cael rhyw syniad o brosiectau a fyddai angen sylw yn ystod y flwyddyn ariannol newydd ag hefyd er mwyn cynnwys amcangyfrif o'r gost yn y gyllideb a cytunwyd i restru y canlynol – cynnal a chadw y parciau chwarae a gosod ffens newydd a matiau £45,000, offer chwarae newydd £15,000, seddi £2,000, llochesi bws £7,000, goleuadau nadolig £6,000, cwrt tenis £2,500, rhandiroedd £3,000, llwybr natur £2,500, gwefan y Cyngor £1,500, Cyfeillion Ysgol Tanycastell £3,000, Cylch Meithrin Harlech £2,000, archebu tir Penygraig a chostau cyfreithiol £3,500, gardd gymunedol blodau gwyllt £500.

HAL

Adroddodd y Cyng. Martin Hughes ei fod wedi mynychu y cyfarfod rhwng Cynghorau Cymuned yr ardal yn neuadd bentref Llanbedr ar y 18ed o'r mis hwn ag 'roedd yr Is-Gadeirydd wedi ymddiheuro na fyddai yn gallu mynychu y cyfarfod hwn. 'Roedd trafodaeth wedi bod ynglyn a cario ymlaen i dalu cyfraniad ariannol i HAL ar ol diwedd mis Mawrth eleni a bod datganiad wedi cael ei greu a bod y Cynghorwyr wedi cytuno bod Clerc bob Cyngor yn anfon hon allan i bob Cynghorydd a gofyn iddynt bleidleiso erbyn nos lau yr 21ain gyda'i penderfyniad, 'roedd yr e-bost a anfonwyd at bob Cynghorydd gyda chopi o'r datganid yn gyfrinachol a datganwyd bod Aelodau y Cynghorau eraill yn datgan siom bod y wybodaeth hon wedi cael ei datgelu i aelod o Fwrdd HAL ag oherwydd hyn eu bod o'r farn bod y Cynghorydd hwn wedi torri Cod Ymddygiad y Cyngor. 'Roedd y Clerc wedi anfon copiau o gyfrifon HAL i fyny at ddiwedd mis Tachwedd y llynedd i bob Aelod ac hefyd adroddodd bod cyfarfod arall yn mynd i gael ei gynnal rhwng Cynghorau Cymuned yr ardal yn neuadd bentref Llanbedr ar y 14eg o Chwefror ag hefyd bod

cyfarfod rhwng y Cyngorau Cymuned a HAL yn cael ei gynnal ar y 18ed o'r mis hwn. Ar ol trafodaeth cytunwyd i gario ymlaen yn i dalu cyfraniad i HAL am y flwyddyn ariannol 2024/25.

Cyllideb y Cyngor am y flwyddyn 2024/25

Dosbarthodd y Trysorydd gopïau o gyfrifon y Cyngor i fyny at y 31ain o Ragfyr 2023 i bob aelod er mwyn iddynt gael gweld beth oedd y sefyllfa ariannol. Fe gafwyd trafodaeth ynglyn ar mater uchod a penderfynwyd fod amcangyfrif o'r gwariant canlynol gan y Cyngor am y flwyddyn ariannol nesa - insiwrant y Cyngor £2,000, cyflog y Clerc £2,200, costau y Clerc £1,800, costau swyddfa £500, treth ar gyflog y Clerc £440, Cyfrifydd y Clerc £216, cyfraniadau £5,000, Hamdden Harlech ac Ardudwy £21,896.95 , pwyllgor neuadd Goffa £2,000, pwyllgor Hen Lyfrgell £2,000, Cyfeillion Ysgol Tanystall £3,000, Cylch Meithrin Harlech £2,000, costau fynwent £3,500, torri gwair y mynwentydd £2,000, torri gwair y llwybrau £2,500, torri gwair cae chwarae Brenin Sior £2,000, Llwybr Natur Bron y Graig £2,500, Dwr Cymru £900, biniau halen £400, goleuadau nadolig £6,000, meinciau £2,000, gwagio biniau caeau chwarae £1,000, cynnal a chadw y parciau chwarae £45,000, offer chwarae newydd £15,000, llochesi bws £7,000, cwrt tennis £2,500, archwiliad y parciau chwarae £324, cynnal a chadw toiled ger y Neuadd Goffa £8,000, cyfraniad i gadw toiledau cyhoeddus yn agored £10,000, Un Llais Cymru £350, llogi ystafell bwyllgor £250, gwefan y Cyngor £1,500, treth cwrt tennis £120, archwilwyr £3,000, gardd gymunedol blodau gwylt £500, tir Penygraig £3,500, amrywiol £1,000, cynnal a chadw gwahanol eitemau £500, costau banc £150.

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Precept y Cyngor am y flwyddyn 2024/25

Fe dderbyniwyd llythyr gan Gyngor Gwynedd ynglyn ar mater uchod. Ar ol trafod y gyllideb a rhagweld beth fyddai gwariant y Cyngor am y flwyddyn ariannol nesa, penderfynwyd gadael y precept ar £70,000.

Cytunodd yr Aelodau i gadw mwy o arian wrth gefn er mwyn cael diogelu HAL os byddai rhai Cyngorau yn tynnu allan o'r cynllun precept ag hefyd bod ansicrwydd gyda costau yr Archwilwr Allanol yn enwedig am y flwyddyn ariannol diwethaf 2023/24 ag mentrau potensial Ardal Ni.

RHYBUDD O GYNNIG

Adroddodd y Clerc ei bod wedi derbyn Rhybudd o Gynnig gan y Cyng. Martin Hughes yn unol a Rheol Sefydlog 9 yn

gofyn i Gyngor Cymuned Harlech gydnabod gwerth pwll nofio Harlech ar gyfer iechyd, diogelwch a lles pobl Harlech ac Ardudwy gan gynnwys cenedlaethau'r dyfodol. Felly, mae'n ymrwymo i:

- a) Weithio gyda bwrdd Hamdden Harlech ac Ardudwy i sicrhau dyfodol hir dymor y pwll nofio;
- b) Cyllid grant HAL ar y lefel gyfredol am 12 mis arall tan 31ain Mawrth 2025;
- c) Galw ar Gynghorau Cymuned eraill Ardudwy i gynnal eu cyllid ar y pryd ar y lefel bresennol am 12 mis arall tan 31ain Mawrth 2025.

Mae hefyd yn cynnig datblygu Cytundeb Lefel Gwasanaeth rhwng HAL a'r Cynghorau Cymuned, er mwyn egluro'r berthynas rhyngddynt a lefelau'r gwasanaeth yn y dyfodol.'

Datganodd y Cyng. Martin Hughes ei fod yn tynnu y cynnig uchod yn nol oherwydd bod y Cyngor wedi cytuno i helpu HAL.

ADRODDIAD Y TRYSORYDD

Adroddodd y Trysorydd bod £5,664.47 yn y banc, £91,913.05 yn y cyfrif wrth gefn.

Anfonebau angen eu talu ers y cyfarfod diwethaf

Cyllid a Thollad - £110.00 - treth ar gyflog y Clerc
Archwilio Cymru - £200.00 – archwiliad allanol 2020/21
Tindle Newspapers - £359.00 - rhybudd adroddiad archwiliad allanol
Un Llais Cymru - £38.00 - hyfforddiant Cynghorydd 6.12.23
Pwyllgor Hen Lyfrgell - £177.00 – llogi ystafell bwyllgor am y flwyddyn

Derbyniadau ers y cyfarfod diwethaf

Cyllid a Thollad - £139.00 – ad-daliad T.A.W.
Cyllid a Thollad - £1,851.60 – ad-daliad T.A.W.

Ceisiadau am gymorth ariannol

Hamdden Harlech ac Ardudwy - £1,750.00 – cynnig precept (taliad misol)

Fe gafodd y taliadau uchod eu prosesu gan, y Cyng. Gordon Howie a wnaeth y Cyng. Ceri Griffiths gymeradwyo'r taliadau ag fe roddwyd ganiatad l'r Clerc/Trysorydd l'w talu ar lein neu drwy siec ar ddiwedd y cyfarfod.

MATERION A DRAFODWYD AR OL Y PWYLLGOR CYLLID

CEISIADAU CYNLLUNIO

Codi annedd ar wahân a garej driphlyg ar wahân gyda llety llawr cyntaf, ynghyd â draeniad, mynediad a thirlunio cysylltiedig – Tir l'r gogledd o Ystad Pencerrig, Ffordd Uchaf, Harlech (NP5/61/52E)

Cefnogi y cais hwn.

**Codi estyniad ochr deulawr, estyniad cefn unllawr, a garej/storfa gardd ar wahân - 23 Ystad
Castell Morfa, Harlech (NP5/61/660)**

Cefnogi y cais hwn.

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GOHEBIAETH

Llywodraeth Cymru

Wedi derbyn llythyr gan yr uchod yn hysbysu y Cyngor mae y swm priodol o dan Adran 137(4)(a) o Ddeddf Llywodraeth Leol 1972, Gwariant Adran 137 y Terfyn ar gyfer 2024/25 fydd £10.81 yr etholwr. Adroddodd y Clerc y rhif o diweddaraf o etholwyr sydd genni yw 1,140 ag felly mae gan y Cyngor hawl i gyfranu hyd at £12,323.40 i gyrff allanol.

Cyngor Gwynedd – Adran Priffyrdd

Wedi derbyn llythyr gan yr Adran uchod yn hysbysu y Cyngor bydd Tim Tacluso Ardal Ni yn ymweld ar ardal rhwng y 15ed ar 19ed o'r mis hwn.

Cyngor Gwynedd – Adran Amgylchedd

Wedi derbyn llythyr gan yr uchod yn hysbysu y Cyngor bydd ffordd Twtil yn cau ar yr 16eg o'r mis hwn er mwyn adfer polyn diffygiol a gweithgareddau ceblau ar ran BT Openreach.

ARWYDDWYD.....Cadeirydd

DYDDIAD..... 4.