

**COFNODION AM CYFARFOD ANGHYFFREDIN A GYNHALIWDYD AR-LEIN ar 10^{fed} MAI 2021
am 7.30yh
MINUTES FOR THE EXTRAORDINARY MEETING HELD ONLINE on 10th MAY 2021 at 7.30pm**

Pobol yn presennol: Cllr. Paddy Davies (Chair) Cllr. Jon Letten
Persons Present: Cllr. Jano Williams (Vice Chair) Miss L Evans (Town Clerk)
Cllr Paul Harries
Cllr. Elaine Lloyd

Ymwelwyr / Visitors

Ymddiheuriadau Cllr. Bryce Barrett Cllr. John Griffiths
wrth:

**Apologies received
from:**

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Barrett and Griffiths.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. No declarations of interest.

3. Accounts 2020/2021

a) Summary of Receipts and payments

The accounts and all the folders with invoices/bank statements have been checked by Jane Jamison, the financial advisor. Cllr. Harries queried a £20 discrepancy in the bank received. Clerk unsure what this is but advised that the internal auditor will be checking all figures and will inform the council of any issues. Cllr. Harries proposed that these draft accounts are accepted, Cllr. Letten seconded, all agreed.

b) Bank reconciliation

Jane has completed the amalgamated year end bank reconciliation.

c) Reserves

Jane has allocated the underspend into different reserves but the council can amend and determine on these allocations. The undesignated reserves should have 25% of the expenditure. This should be £9,938. Currently there is only £6,601.53 in there. The Clerk advised that the £1,000 allocated to Senior citizens, £2,020 allocated to the market and £316.47 of the £1,500 allocated to elections be put into the undesignated reserves to make it up to the 25% figure. Money from the Enhancing Pembrokeshire grant is expected to be paid back very soon. The council can then reallocate funds into different reserves if they wish. Cllr. Williams proposed that the council accept the Clerk's advice regarding the undesignated reserves, Cllr. Davies seconded, all agreed.

d) Significant variances

Jane has written explanations for the significant variances. Burial receipts have increased by £4,071. This is compared to last years and is correct. Cllr. Lloyd proposed that the significant variances are accepted, Cllr. Williams seconded, all agreed.

e) Notes and assets

The Clerk needs to update the figures and years for the earmarked reserves and update the Section 137 payments to charities. Clerk to do this and present at next meeting. Cllr. Harries thanked the Clerk for all her hard work.