



Cyngor Cymuned Llanfair Mathafarn Eithaf | Community Council
Pwyllgor Cyllid | Finance Committee
Cyfarfod | Meeting
10/01/2025 am | at 11:00

COFNODION | MINUTES

1. Ymddiheuriadau	1. Apologies
2. Cymharu Trafodion Ariannol â Chyfriflenni Banc	2. Compare Financial Transactions to Bank Statements
3. Trafod Rhandiroedd	3. Discuss Allotments
4. Trafod Rhoddion (Polisi)	4. Discuss Donations (Policy)
5. Cyllideb & Praesept 2025-26	5. Set Budget & Precept 2025-26
6. Arwydd Croeso Gymeradwyo dyfynbrisiau ar gyfer y gosodiad.	6. Welcome sign Approve Quotes for Installation
7. Adolygu Rheoliadau Ariannol	7. Review Financial Regulations
8. UFA	8. AOB

Cynghorwyr:
Councillors:

Ieuan Williams (Is-Gadeirydd Cyngor Llawn / Vice Chair of Full council) (IW)
Sioned Wyn (Cadeirydd Pwyllgor Cyllid | Chair of Finance Committee) (SW)
Wenda Owen (WO)
John Humphreys (JH)
Gwyneth Davies (GD)

Clerc:
Clerk:

Laura Sutton (LS)

Cyfieithydd:
Translator:

n/a

Datganiadau o
Ddiddordeb:
Declarations of
Interest:

*WO – Wrth drafod grantiau Llanbedrgoch perthnasol | When discussing relevant Llanbedrgoch grants
*IW – Wrth drafod grantiau Benllech perthnasol | When discussing relevant Benllech grants

1. Ymddiheuriadau | Apologies

Rhian Mair Jones (Cadeirydd Cyngor Llawn | *Chair of Full Council*) (RhMJ)

2. Cymharu Trafodion Ariannol â Chyfriflenni Banc | *Compare Financial Transactions to Bank Statements*

Roedd y pwyllgor yn hapus bod y ffigyrau'n cyfateb | *The committee were happy that the figures match.*

Cynnig | *Proposed: JH Eilio | Second: IW*

Pasiwyd yn unfrydol | *Passed unanimously.*

3. Trafod Rhandiroedd | *Discuss Allotments*

Cynigiodd y pwyllgor gynyddu'r rhent blynyddol hyd at £300. Bydd y Clerc yn cysylltu â Mr Winstone ac yn trefnu cyfarfod i drafod y rhandiroedd a'r gwasanaethau maen nhw'n eu cynnig ar hyn o bryd | *The committee proposed increasing the annual rent up to £300. The Clerk will contact Mr Winstone and arrange to meet to discuss the allotments and the services they currently offer.*

Cynnig | *Proposed: IW Eilio | Second: JH*

Pasiwyd yn unfrydol | *Passed unanimously.*

4. Trafod Rhoddion (Polisi) | *Discuss Donations (Policy)*

Darllenodd y pwyllgor y polisi grantiau arfaethedig ac roeddent yn hapus i'w gymeradwyo | *The committee read the proposed grants policy and were happy to approve it.*

*Trafodwyd grantiau ar gyfer gwahanol sefydliadau a chytunwyd ar y broses ar gyfer gwneud cais am grantiau | **Grants for various organisations were discussed and the process for applying for grants agreed.*

Cynnig | *Proposed: JH Eilio | Second: GD*

Pasiwyd yn unfrydol | *Passed unanimously.*

5. Cyllideb & Praesept 2025-26 | *Set Budget & Precept 2025-26*

Penderfynwyd bod y gyllideb oedd wedi ei greu gan y clerc a drafodwdwedyn gan y pwyllgor yn briodol ar gyfer 2025-26 ac y byddai cynnydd o 7% yn y praesept yn dderbyniol | *It was decided that the budget created by the clerk and discussed by the sub-committee was appropriate for 2025-26 and that an uplift of 7% in the Precept would be acceptable.*

Bydd y clerc yn dod â'r gyllideb arfaethedig i gyfarfod llawn nesaf y cyngor i'w chymeradwyo | *The clerk is to bring the proposed budget to the next full council meeting for approval.*

Cynnig | *Proposed: IW Eilio | Second: JH*

Pasiwyd yn unfrydol | *Passed unanimously.*

6. Arwydd Croeso - Gymeradwyo dyfynbrisiau ar gyfer y gosodiad | *Welcome sign - Approve Quotes for Installation*

Oherwydd bod y dyddiad cau agosáu ar gyfer cwblhau'r dogfennau grant a'r derbynebau, mae angen cymeradwyo'r dyfynbris i'w osod gan mai hwn yw'r gost olaf ar gyfer y prosiect. Rhannwyd yr holl ddyfyniadau o'r isaf i'r uchaf. Cytunwyd y gallai'r penderfyniad gael ei wneud gan y Clerc | *Due to the deadline approaching for completing the grant documents and receipts, it is necessary to approve the quote for installation as this is the last cost for the project. All quotes were shared from lowest to highest. It was agreed that the decision can be made by the Clerk.*

Cynnig | *Proposed*: IW Eilio | *Second*: GD
Pasiwyd yn unfrydol | *Passed unanimously.*

7. Adolygu Rheoliadau Ariannol | *Review Financial Regulations*

Cytunwyd bod y rheoliadau ariannol yn dal i fod yn berthnasol a'r unig welliant sydd ei angen yw ynghylch cerdyn credyd i'r clerck ar gyfer eitemau bach angenrheidiol. Pan fydd y cerdyn yn cyrraedd, dylai'r uchafswm terfyn gwariant fod yn £500 a dylid sefydlu debyd uniongyrchol ar gyfer taliad misol o falans llawn. Mae'r holl gofnodion gwariant i'w rhannu ym mhob cyfarfod | *It was agreed that the financial regulations still applied and the only amendment required is regarding a credit card for the clerk for small but necessary items. When the card arrives, maximum spend limit should be £500 and a direct debit should be set up for monthly payment of the full balance. All spending records to be shared at every meeting.*

Cynnig | *Proposed*: IW Eilio | *Second*: JH
Pasiwyd yn unfrydol | *Passed unanimously.*

8. UFA | AOB

Mae contract gydag ASL ar gyfer ein hargraffydd wedi dod i ben. Maen nhw'n codi £246 am gasglu'r argraffydd. Cytunwyd i'r clerck dalu hyn a threfnu casglu'r argraffydd | Contract with ASL for our printer has ended. They are charging £246 for collection of the printer. It was agreed for the clerk to pay this and arrange for the printer to be collected.


Cynnig | *Proposed*: JH Eilio | *Second*: IW
Pasiwyd yn unfrydol | *Passed unanimously.*

Daeth y cyfarfod i ben am 12:30 | *The meeting ended at 12:30*

Argymhellion wedi'u cymeradwyo gan y Cyngor Llawn | *Recommendations approved by Full Council 27.1.2025*

Appendix A

Atodiad A – Cyllideb arfaethedig a gyflwynwyd i'r Cyngor yn y cyfarfod a gynhaliwyd ar 10.1.2025. Ychwanegwyd at y ddogfen hon ar gyfer trywydd archwilio a thryloywder | Appendix A – Proposed budget presented to Council at the meeting held on 10.1.2025. Added to this document for audit trail and transparency.

Cyllideb Arfaethedig Proposed Budget	2025-2026		7% Uplift
			
INCWM/INCOME	2024-2025 ESTIMATED	2025-2026 Rhagwelir Projected	Sylwadau / Comments
(Reserve) ALL BANK BALANCES AT APRIL 1ST	£41,723	£34,500	
Precept	£66,107	£70,734	Yn seiliedig ar gynydd o 7% / Based on 7% uplift
Grantiau / Grants	£4,350	£7,500	Cronfa Claddu £1k a Chlerc i chwilio am gyfleoedd cyllido eraill / £1k Burial fund & Clerk to seek out other funding opportunities.
Rhandiroedd / Allotments	£200	£300	Yn seiliedig ar gynydd o £100 / Based on £100 uplift
Llog gan y Banc / Bank Interest	£350	£350	incwm na ellir ei reoli / uncontrollable income
Mynwent / Cemetary	£550	£550	incwm na ellir ei reoli / uncontrollable income
Llogi offer cyfieithu / Translation equipment hire	£650	£650	Llogi ein offer pan nad yw'n cael ei ddefnyddio / Hiring out our equipment when not in use
TAW yn dychwelyd / VAT returns	£5,000	£6,000	Gwario mwy, mwy i'w hawlio'n ôl / More spend - more claims
TCC HGC / CCTV NWP	£1,979	£1,979	Tuag at gost flynyddol CCTV / Towards CCTV maintenance
Amrywiol / Miscellaneous	£140	£140	Rhoddion a rafflau ac ati / Donations/Raffles,etc
TOTAL (Excluding row 1)	£79,326	£88,203	
TOTAL Including Reserve (row 1)	£121,049	£122,703	
GWARIANT / EXPENSE	2024-2025 ESTIMATED	2025-2026 Rhagwelir Projected	Sylwadau / Comments
Lwfans ar gyfer argyfyngau / Allowance for contingencies	£3,500	£10,300	Gwariant brys/Unexpected expenses/emergency spend (Reserve to be used also)
Costau staff, gan gynnwys yr holl gyfraniadau / Staff costs inc. all contributions/expenses	£29,000	£34,000	Yn cynnwys, codiadau posibl, cyfraniadau pensiwn a threuliau clerc / Includes, potential uplifts, pension contributions and clerk expenses
Lwfansau Aelodau / Member Allowances	£156	£3,100	Methu cynllunio ar gyfer peidio â thalu lwfansau / Can't Plan for not paying Allowances (potential increase 2025)
Ffôn symudol / Mobile phone	£300	£330	Contract (and increase 2025)
Argraffu / Printing	£2,000	£500	New colour printer/paper/ink.
Gwefan / Website	£200	£250	Cynnydd posibl 2025-26 / potential increase 2025-26
Coeden Nadolig / Christmas Tree	£4,487	£4,690	Pris sefydlog / Fixed price as per contract. Adding star for 2025?
Yswiriant / Insurance	£2,150	£2,350	Cynnydd posibl 2025-26 / increase 2025-26
Ffioedd cyfrifydd / Accountant Fees	£360	£400	Cynnydd posibl 2025-26 / increase 2025-26
Ffioedd archwilio / Auditing Fees	£400	£570	Archwiliad llawn 2025 / Full audit 2025
Hyfforddiant / Training	£600	£1,000	Ymrwymiad i gynllun hyfforddi / Commitment to training plan
Prosiectau bioamrywiaeth / Biodiversity projects	£850	£2,000	Canolbwyntio ar fioamrywiaeth, yn unol â strategaeth bioamrywiaeth / Biodiversity focus as per the biodiversity strategy.
Aelodaeth / Memberships	£860	£920	Aelodaeth Un Llais Cymru a ICO One Voice Wales membership and ICO & Tanysgrifiadau TG / IT Subscriptions
Atgyweirio a Chynnal a chadw Asedau / Repairs & maintenance of assets	£10,000	£12,000	Draenio mynwent a thorri glaswellt, glanhau cofeb rhyfel, unrhyw waith atgyweirio parc / Cemetery drainage & grass cutting, war memorial cleaning, any park repairs
Gwasanaethau Cyfieithu / Translation Services	£850	£850	Cyfieithu cyfarfodydd a dogfennau / Translating meetings and documents
Costau postio a threuliau bach / Postage & small expenses	£75	£100	Postio, rhai eitemau deunydd ysgrifennu, gwobrau cystadleuaeth, ac ati / Postage, some stationery items, competition prizes, etc
Cyfraniadau cymunedol / Community Donations	£3,350	£5,000	Neuaddau/ysgolion/mynwent/prosiectau/Ffeiriau,hysbysfwrdd digidol / Community halls/schools/cemetery/projects/Fairs.
Prosiectau gwella'r gymuned / Community improvement projects	£2,000	£6,022	Gardd goffa meinciau, Croes Wion, arwyddion ayyb. / Memorial garden & benches , Croes Wion, signage, digital noticeboard etc
CCTV MAINTENANCE	£2,621	£2,721	Including grant from NWP and increase 2025.
Sul y Cofio / Remembrance Sunday	£150	£250	Wreaths, PA system, poppies for decoration, advertising etc.
Public Toilets	£3,250	£0	Ddim bellach yn gyfrifol am doiledau cyhoeddus / No longer responsible for public toilets
Community Events/Ffair/Dewi Sant,etc	£400	£850	Ffair Nadolig/diwrnod agor Croes Wion/Gorymdaith Dydd Gŵyl Dewi/System PA / Christmas fair/Croes Wion opening/St Davids day parade/PA system.
CYFANSWM GWARIANT / TOTAL EXPENSES	£67,559	£88,203	