

FEDERATION OF WELSH YOUNG FARMERS CLUBS



FINANCE AND MANAGEMENT SUB COMMITTEE

TUESDAY 31 August 2021

ZOOM, 7.00pm

MINUTES

CHAIRMAN:	Kathryn Jones	VICE-CHAIRMAN:	Katie Davies
PRESENT:	Caryl Haf (Council Vice Chairman), Kathryn Jones (Sub Committee Chairman), Malcolm Thomas (Committee Expert), Katie Davies (Council Chairman), Aled Thomas (Events and Marketing Chairman), Clare James (Rural Affairs Chairman), and Dafydd Jones (Building Committee Chairman), Ceri Llwyd (Asmole & Co), Sian Healey (Vice chairman Competitions Committee), Steve Hughson (Committee Expert).		
IN ATTENDANCE:	Rhodri Lewis, (Wales YFC) and Mared Jones (Wales YFC).		
FM/57/2021	WELCOME AND INTRODUCTIONS Kath opened the meeting and began by extending a warm welcome to everyone.		
FM/58/2021	APOLOGIES FOR ABSENCE Apologies for absence were noted from Katie Court (Chairman Competitions Committee), Nerys Lewis (International Vice-Chairman), Elin Rattray (Youth Forum Chairman), Niall Evans (International Chairman)		
FM/59/2021	TO CONFIRM MINUTES OF LAST MEETING – 6 JULY The minutes had been circulated prior to the meeting and it was agreed by those present to approve the minutes. Proposed: Malcolm Thomas Seconded: Katie Davies		
FM/60/2021	ACTION POINTS AND MATTERS ARISING FROM THE MINUTES FM/53/2021 c) During the last meeting, the Committee were told that Barclays had rejected the application to open an account for the Terrence Meredith Fund, and that the RWAS finance committee had agreed that they didn't want to hold the £155k anymore. It was asked whether or not Steve Hughson had been in touch with Sara Llewellyn Jones, the trustees and family's solicitor since the last meeting. Steve Hughson had not received anything from Sara Llewellyn Jones since the previous meeting, and it was agreed that a letter should be sent from Wales YFC stating that this money received would be held in a restricted fund, and also give a background on why the account had not been able to open.		

FM/61/2021

CORRESPONDENCE

No correspondence was received.

FM/62/2021

FINANCIAL REPORT

a) Grants

The 2nd phase of the Wales Cultural Recovery Fund has been received in full which is in the region of £87,633 to cover things such as operational costs such as staff wages, and other utility bills, new laptops, and re-starting packs for Wales YFC and Counties.

b) Income / Expenditure

The screen was shared for all the Committee members to see the Income and Expenditure since 1st April 2021. The balance of the bank accounts as of 31/08/2021 were shown, and Rhodri Lewis explained that although the bank account looked very healthy, some invoices had yet to be received.

Business C/A: £243,478.60

WalesYFC 3181: £125,253.12

Wales LTD 3202: £294,159.57

Some questions were asked regarding the income and expenditure, and answers were given for these. Ceri Llwyd noted that a Welsh Language Government Grant was outstanding in the 20-21 Accounts, and Rhodri Lewis will have a look at this and discuss with Ceri Llwyd. It was also noted that some Debtors were also found, and this would be looked in to.

FM/63/2021

REPORT FROM THE DIRECTOR OF WALES YFC

a) Staff Update

It was noted as of 1st September:

Mared Jones, Angharad Thomas and Helen Evans – 1 day a week

Rhodri Lewis – 2 days a week until 6th September, then 1 day a week.

Rhianwen Jones has joined Wales YFC and is working 5 days a week as a Competitions and International Officer.

Huw Jones has finished with Wales YFC on the 30th August.

The posts of Marketing Office and Rura Affairs and Youth Officer has been put out again with a closing date of 6th September.

Katie Davies noted that a new Chief Executive has been appointed, although it cannot be announced yet. It was noted that an immediate announcement would be done within the week.

b) Safeguarding

Discussions have been had with NFYFC, and a safeguarding level 3 course will be held for County Organiser on the 2nd September at Builth Wells. There will also be another two virtual sessions for the course. NFYFC are also willing to sort the DBS for new staff out.

c) Wales Youth Parliament

Mared Jones noted that Wales YFC had been successful in their application to join the Wales Youth Parliament.

d) AGM

The Wales YFC AGM will be on Saturday 18th September 2021 on the Showground, Llanelwedd. The meeting will be in the morning with lunch to be served in the afternoon following the Meeting.

e) Office Clean Up

Mared Jones noted that the Wales YFC Building needed a clean-up, and this has been done inside and outside, with the costs covered by the Wales Recovery fund.

FM/64/2021

TO APPROVE THE DRAFT ACCOUNTS 20-21

Ceri Llwyd noted that most of the accounts had been completed, with the trustees report to be put in after been sent through during the day. It was noted that the figures has been finalised, with several grants coming in the income had exceeded the expenditure quite a bit.

£200,000 more from Grants had been received compared to what was pre-covid, this from the Welsh Recovery Fund, WCVA, NVYA and also the Furlough Scheme Fund.

Ceri Llwyd noted that the only concern was around that the Furlough Scheme was received and also another grant that would cover staff costs. It was suggested that this should be looked at in more depth, to avoid any questions from the Charity Commission.

A discussion was held regarding the trustees of Wales YFC, with many stating that any on the list, are not sure of their responsibilities as a trustee. It was agreed that a discussion regarding this would be had during the next Finance and Management Committee.

Kathryn Jones thanked Ceri Llwyd for all her hard work with the Wales YFC Accounts.

FM/65/2021

AGENDA ITEMS & DATES FOR NEXT MEETING

No date for the next meeting was set. One agenda item that was noted was to look and review the trustee's situation.

FM/66/2021

ANY OTHER BUSINESS

a) Malcolm Thomas noted that this Committee Meeting would be his and Steve Hughson's last meeting unless nominated on to the committee again. All members were thanked for the welcome that had been received, and it had been a pleasure to be on the Committee. Malcom Thomas also noted that he would be happy to carry on, and if not wished everyone the best of luck for the forthcoming year.

Steve Hughson wished to second what Malcolm Thomas said, and he would also be happy to carry on and will always have his 100% support. Everyone was wished well and it was noted that as long as he was the Chief Executive for the RWAS, Wales YFC would have their full backing. Steve Hughson also wished to thank Kathryn Jones for all her work during her time as Finance and Management Chairman.

Kathryn Jones thanked Steve Hughson and Malcolm Thomas for their work and wished to thank everyone for all their welcome on to the committee, and it had been great to give something back to the movement. Kathryn Jones wished everyone the best of luck.

Katie Davies wished to thank Kathryn Jones massively for her work, and noted how much work had been done behind the scenes for Wales YFC during her stint as the Finance and Management Chairman.

As there was no further business, the meeting was then declared closed at 20.26pm.

Signed:

Dated: