

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Meeting of the Finance and Governance Committee**  
**held face to face in the Council Chamber and by Video Conference on Tuesday 7<sup>th</sup>**  
**September 2021 at 8.00pm.**

**Present:** **Mayor** - Cllr S Vaughan (**Chair of the Committee in the absence of Cllr Trousdell**)  
**Deputy Mayor** – Cllr J Andrew  
Councillor Geraint Baty  
Councillor S Cox  
Councillor G Cox  
Councillor N Thomas

**Town Clerk** – Ms C Kennedy

**Apologies:** **Councillors;** A Trousdell, M Wilson and R Watkins.

**The Meeting was Recorded.**

**1. Apologies for Absence.**  
**RESOLVED**

Apologies were received and accepted from Councillors M Wilson, A Trousdell and R Watkins.

**2. Declarations of Interest**

There were no declarations of interest from Members.

**3. Matters Arising from the Meeting on the 6<sup>th</sup> July 2021 .**

Matters arising not on the agenda from the meeting held on the 6<sup>th</sup> July 2021.

- a) Cllr Thomas requested clarification on item 6a and 7a as she understood the changes to read that the Town Clerk had been granted higher spending powers than Committees.

Cllr Andrew clarified that Committees now have autonomy to spend any amount up to the maximum agreed in the annual budget and the Town Clerk could spend up to £1000 per single transaction and £3,000 maximum per month.

- b) Cllr Andrew asked if the changes in item 7b regarding the financial regulations had been made, the Town Clerk confirmed that they had.

- c) Cllr Andrew noted that under Item 9a, Cllr Trousdell had agreed to prepare a formal report of reserves, however, this is on hold due to ill health.

- d) Cllr Andrew stated that under item 9b it was noted that £6000 was ear marked for the upgrade of the Town Hall Boilers and it may be prudent to increase this as quotes received were in excess of this amount.

**RESOLVED**

To increase ear mark reserves for upgrade of the Town Hall Boilers to £30,000.

- e) Cllr Andrew raised item 10a noting that all unregistered land needs to be formally registered by 2025. Cllr Vaughan requested that we start the process by the next meeting. Cllr N Thomas suggested we may need to take legal advice.

**4. Financial Report for July and August 2021**

**RESOLVED**

The financial report was approved.

**5. Payment Authorisation Process**

The Town Clerk noted that the revised payment authorisation process of the Town Clerk setting up payments and 2 Councillors authorising payments was working well.

**6. Councillor Remuneration**

The Town Clerk advised that all Councillors with the exception of Cllr N Thomas had either completed an opt out form or were due to receive payment in the September pay run. Councillor N Thomas said she wished to receive the payment by cheque and was not prepared to provide her bank details or to complete the opt out form. The Deputy Mayor informed Cllr Thomas that the Council were legally obliged to arrange payment through PAYE.

**Noted:** The Town Clerk will not authorise a cheque to Councillors for the £150 payment unless instructed to do so by the Council.

**7. Grant Applications**

The following grant applications were considered by Councillors.

**RESOLVED**

- a. ***Cowbridge Music Festival*** - £1000 approved (to be funded from Resilience Grant Monies).
- b. ***Cowbridge Amateur Dramatics*** - £1,000 approved and to be paid once CAD has successfully raised the remaining monies required for fixing the roof.
- c. ***Awesome Wales*** - £500 approved (to be funded from Resilience Grant Monies).

**8. Date and Time of next meeting**

8:00pm on Tuesday, 5<sup>th</sup> October 2021.