



COWBRIDGE (ANCIENT BOROUGH) with
 LLANBLETHIAN TOWN COUNCIL
 CYNGOR TREF
 Y BONTFAEN (Bwrdeistref Hynafol) gyda
 LLANFLEIDDAN

Minutes of the Meeting of the Finance & Governance Committee held in the Council Chamber and by Microsoft Teams on Tuesday the 5th of April 2022 at 8.00pm.

Present: Councillors A Trousdell (Chair of the Committee), S Vaughan (Mayor of the Council), J Andrew (Deputy Mayor of the Council), Geraint Baty, M Wilson, G Cox, S Cox. **Town Clerk** – C Kennedy

Apologies: Councillors; R Watkins and N Thomas

The Meeting was Recorded

1	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>a. Apologies were noted from Councillor R Watkins. b. Automatic apologies were noted from Councillor N Thomas, as per unique dispensation.</p>
2	<p><u>DECLARATIONS OF INTEREST</u></p> <p>Councillor M Wilson declared an interest in item 6 on the agenda and took no part in the discussion.</p>
3	<p><u>MINUTES OF LAST MEETING RESOLVED</u></p> <p>The minutes from the meeting held on the 1st of March 2022 were approved as a true and accurate record of events.</p>
4	<p><u>MATTERS ARISING FROM THE MEETING HELD ON 1ST MARCH 2022</u></p> <p>a. FunGrenade have been appointed to provide a Wordpress Website for the Council, however, an outbreak of Covid has prevented progress.</p> <p>b. Barrett Corp & Harrington have provided an up-to-date reinstatement value of the Town Hall which has been passed to the Council Insurers (Zurich) and is in line with the current insured value. A formal valuation will not be required for another 5 years. Prior to the evaluation the Town Hall was insured for £3,841,146, the new evaluation cost has been assessed as £3,689,000. The Annual Insurance is due on the 1st of May and a quote has been requested.</p>
5	<p><u>FINANCIAL REPORT</u></p> <p>The financial report for March and the full year was presented. The final cash position was £95K as opposed to the £85K forecast in February.</p>

	<p>The vast majority of payments due were made before the 31st March, but inevitably there are some suppliers who are dilatory in sending their invoices. Various card payment systems had been investigated, each with pros and cons. Go Cardless charged 1% plus 20p per transaction, while Sumup charged 1.69%. Inevitably, there will be other charges and Go Cardless has been designed for regular payments such as subscriptions which reduces their costs. Cllr Trousdell agreed to get written quotes from potential suppliers.</p> <p>The Town Clerk has arranged to meet the newly appointed Internal Auditor on the 4th/5th May.</p> <p><u>RESOLVED</u></p> <ol style="list-style-type: none"> a. The financial report for March was approved. b. Cllr Trousdell to obtain quotes for pay system.
6	<p><u>GRANT AID</u></p> <p><u>RESOLVED</u></p> <ol style="list-style-type: none"> a. A grant aid application from the Cowbridge Chamber of Trade for support with decorating the town for the Queens’s Platinum Jubilee was considered. The amount requested was £2,580, in accordance with the policy for awarding grants over £1000, the majority approved £1,300 (50%) of the requested amount, Cllr S Cox requested it be noted that she voted against the proposal. b. A grant aid application from the Ukraine Ambulance Appeal was declined, as it would contravene S137 of the Local Government Act 1972 and the additional powers granted to Welsh Authorities by the Power of Well Being Act (PWB) allowing expenditure out of the area if it produces relevant benefits within the area. c. It was appreciated and noted that Music in Mind had provided feedback on the grant paid to them in the previous financial year.
7	<p><u>PAYROLL</u></p> <p>Currently, the staff payroll is processed by the Vale of Glamorgan at a cost approaching £900 pa. This cost is many times the cost that would be charged elsewhere. The Town Clerk had experience of Money Soft and would be happy to use this system again. The cost of this would be around £70 pa.</p> <p><u>RESOLVED</u></p> <ol style="list-style-type: none"> a. To give the required notice of termination to the Vale of Glamorgan. b. Cllr Trousdell to draft operating procedures for review by the committee.
8	<p><u>DATE OF NEXT MEETING</u></p> <p>To be decided following AGM in May</p>

Cllr A Trousdell (Chair of the Committee)