



Be kind



Byddwch yn garedig

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

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

Present: Chair of the Committee, Alec Trousdell, Deputy Chair of the Committee Beverly Tonkin, the Mayor of the Town Council John Andrew, Cllr Gwen Baty, Cllr Geraint Baty and Cllr Lianne Brown.

Town Clerk Cathy Kennedy
Deputy Town Clerk Gill Williams

Apologies: Cllr Malcolm Wilson

THE MEETING WAS RECORDED

Committee Members: The Chair of the Committee Alec Trousdell, Deputy Chair of the Committee Beverly Tonkin, the Mayor of the Council Cllr John Andrew, the Deputy Mayor of the Council Cllr Malcolm Wilson, Cllr Gwen Baty, Cllr Geraint Baty and Cllr Lianne Brown.

1. APOLOGIES FOR ABSENCE

Apologies were received from the Deputy Mayor Cllr M Wilson.

2. DECLARATIONS OF INTEREST

There were no declarations of interests.

3. MINUTES

RESOLVED

The minutes of the meeting held on Tuesday the 7th of June 2022 were approved.

4. MATTERS ARISING

There were no matters arising not on the agenda from the meeting held on Tuesday the 7th of June 2022.

Cllr Trousdell reported that the process of adding Cllr Wilson and Cllr Tonkin as banking signatories was in progress

5. FINANCIAL REPORT

- a. Cllr Trousdell noted that the annual insurance had this month left the account.
- b. The Town Clerk noted that she was working on a forecasting report.
- c. Cllr Andrew noted that the asset transfer funds from Cowbridge in Bloom have now been received.
- d. The Town Clerk noted a £32 unrepresented cheque which was due to be received.

RESOLVED

The Financial Report was approved.

6. BANKING ARRANGMENTS

- a. Cllr Trousdell briefed members regarding current banking arrangements and the historical reasons for holding a 'sweep' account system when the current account stands at a nominal amount and the savings account holds the larger amount of monies.
- b. The Town Clerk briefed members on reasons why it would be worth setting up a standing order for staff salaries.

RESOLVED

The Committee agreed to review the financial regulations with an aim to setting up a payroll standing order at the September meeting.

7. THE LIMES SHED

Cllr Trousdell briefed members on the background surrounding previous rental agreements with tenants. He informed members that the small size of the shed does not easily lend itself to rental. The Town Clerk added that the shed was previously used by staff as a workshop, for storage and with the Town Hall being packed full of items, it would be beneficial to move a lot of this stuff to the shed. Cllr Tonkin agreed there were good reasons not to rent out the shed at this time. The Town Clerk and Cllr Gwen Baty reminded members that a condition of the wedding licence was to provide parking for registrars and the Limes Shed was the only dedicated parking available. Cllr Andrew agreed that it was not a desirable property to rent out and that the decision be revisited.

RESOLVED

It was agreed to utilise the shed for storage and parking and to review the arrangement in July 2023.

8. FINANCIAL REGULATIONS

RESOLVED

The Town Clerk to send the Financial Regulations and Standing Orders to all council members, with a deadline of the 6th of September for comments.

9. DATE OF NEXT MEETING

The next meeting will be held on Tuesday the 6th of September 2022.