

**Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Finance and General Purposes Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 18th November 2019 at 7.00pm.**

Present: Mayor - Cllr A Trousdell
Deputy Mayor – Cllr S Vaughan

Councillors: Cllr G Cox,

In Attendance: Town Clerk – Ceri John
Assistant Town Clerk – S Hookins

Confirmed that in accordance with legislation meeting was quorate and should proceed.
Re-confirmed that in the absence of the Chairperson the Mayor Cllr A Trousdell would chair the meeting.

1: Apologies for absence
Cllr S Cox – Personal
Cllr C J Baty – Personal
Cllr R Watkins - Personal

2. To receive Declarations of Interest
None

3: Matters arising from the Committee Meeting held on Tuesday 15th October which are not already on the agenda.

Acknowledged problems with the signatory forms for the bank, which needed to be reissued and resigned.

4: Receipt and Payments year to date accounts

Members were presented with the first accounts from Scribe.

Following consideration, it was agreed that the presentation from Scribe was more professional. Members agreed that whilst it was very good to have all necessary information to hand should any Councillors have queries, it was agreed that a more simplified version should be presented to Council.

UNANIMOUSLY RESOLVED: That the Accounts for October 2019 are accepted as presented.

5: Town Council Precept Financial Year 2020/21

The Clerk advised that she would be working with the Assistant Town Clerk and the Mayor on the precept for presentation at the December meeting.

The clerk also confirmed she will be liaising with Chairs of committees.

Cllr Cox asked that it is noted that it is important to ensure that the precept covers spend for the financial year as accurately as possible as it was noted that this year additional expenditure has been made on unplanned items.

The Clerk confirmed that this was important however some of the spend this financial year had been necessary to meet Health and Safety requirements alongside the requirements of the DDA 1995.

6: Election Costs

Members were provided with details of election costs.

Concerns were raised about the unprecedented number of Councillors that had left the Town Council this year and whilst it was recognised that two left for personal reasons the Committee thought it would be good practice to learn of the reasons why members left and to enable Council to address any issues that may be of concern.

It was suggested that the Mayor approach recently resigned Councillor as an information gathering exercise.

7. To consider Service Level Agreement Reviews

Members were made aware that more work had been passed to the Clerk's office in relation to providing information for staff pensions.

Agreed that SLA's should be reviewed given the changes in requirements.

8: Date and Time of next meeting - Tuesday 10 December at 7pm