

**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 15 October 2019 at 7.00pm.**

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

Councillors: S Cox, Cllr G Cox,

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

In the absence of a Chairperson the Clerk opened the meeting.

1: Apologies for absence
None

2. To receive Declarations of Interest
None

3: Matters arising from the Committee Meeting held on Tuesday 11th July 2019 which are not already on the agenda.
None

4: To Appoint a Chairman\Deputy Chairman for Finance and Governance Committee

UNANIMOUSLY RESOLVED: Cllr A Trousdell is appointed Chairperson to the Finance and Governance Committee until such Time as the Committee could appoint more Members.

It was agreed that the appointment of the Deputy Chair would be deferred until the Committee was up to full membership.

5: Monthly Accounts – September 2019

It was noted un-presented cheques that are now deemed cancelled should be removed from the accounts.

The Assistant Town Clerk confirmed that Scribe would be fully functioning by November 2019

RESOLVED TO RECOMMEND: That the monthly accounts for September 2019 are accepted .

6: To amend the signatories for the Council's banking arrangements

Members were reminded that there were now two one less signatory following the recent resignations.

Following discussion, it was agreed that

RESOLVED TO RECOMMEND: That Councillor Trousdell and Cllr Andrew are appointed as signatories for the Town Council Bank Account – making total number of signatories 6.

7. To consider the Town Council's Co-option Policy

Members were advised that the Vale of Glamorgan's document on Best Practice with regards co-option of Town Councillors had been brought to the attention of the Town Clerk. Due to the forthcoming co-option at Cowbridge Town Council this was matter that needed to be considered.

The Committee was advised that at the extraordinary meeting held on 3rd October 2019 members considered the Best Practice Document and agreed that this should be followed when co-opting members on to the Cowbridge with Llanblethian Town Council. It was also agreed that the Town Clerk should draft a co-option policy in accordance with best practice for submission\consideration at the next appropriate meeting of Council.

RESOLVED TO RECOMMEND: That the Cowbridge with Llanblethian Co-Option Policy is accepted with the following amendments:-

Page 4, 3.2, line 4
change no to not

Page 4, 3.3 to read
Councillors shall vote by ballot paper

8: To consider the Town Council's Local Government Pension Scheme – Discretions Policy

The Clerk advised that she had received a request from the Pensions Department to provide them with a Town Council Discretion Policy with regards the Local Government Pension Scheme. Sadly no guidance or advice has been made available on this and the Clerk said that she had researched the matter at length to enable her to provide what she believes to be a suitable document for submission

Following discussion members agreed that they would consider the document before the next meeting of the Town Council and during this time the Clerk would liaise further with other clerks to see if any further information was available on this item.

10: **Date and Time of next meeting** - Tuesday 12 November at 7pm

Meeting concluded at 8.00 pm