



Be kind



Byddwch yn garedig

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

MINUTES OF THE FINANCE & GOVERNANCE COMMITTEE MEETING

held in the Council Chamber and remotely using Microsoft Teams at 8.00pm on Tuesday the 6th June 2023.

Present in the Council Chamber: The Mayor Cllr Malcolm Wilson, The Deputy Mayor, Cllr Heather Weddell, Cllr Gwen Baty, Cllr Geraint Baty, Cllr Lianne Evans, Town Clerk Cathy Kennedy & Deputy Town Clerk Sarah Marshall

Remote attendees: None

Committee Members: Cllr Alec Trousdell, Cllr Beverly Tonkin, the Mayor Cllr Malcolm Wilson, The Deputy Mayor Cllr Heather Weddell, Cllr Gwen Baty, Cllr Geraint Baty, Cllr Lianne Evans.

AGENDA

1. CHAIR & DEPUTY CHAIR

Cllr Trousdell was re-elected chair of the committee and Cllr Geraint Baty was elected as deputy chair of the committee.

2. APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Tonkin

3. DECLARATIONS OF INTEREST

There was no declaration of interest.

4. MINUTES OF THE PREVIOUS MEETING RESOLVED

The minutes of the meeting held 2nd May 2023 were approved as a true and accurate record.

5. MATTERS ARISING NOTED

- a. Social media policy - in progress
- b. Financial Regulations - awaiting new model version
- c. Lone Working Policy - in progress
- d. Risk Management Assessment - in progress
- e. Annual Report - in progress
- f. Quotes are being sought for the gas meter renewal due October 2023
- g. Councillors to email the Town Clerk with progress of their Training.
- h. Audit 2021/22 – outstanding items.

6. TERMS OF REFERENCE

The terms of reference had not been included with the supporting papers; therefore, it was agreed to defer to the next meeting.

7. THE FINANCIAL REPORT

Cllr Evans asked about the costs of the Coronation. The Town Clerk reported that a grant had been received from the National Lottery. The Deputy Town Clerk will work with The Town Clerk to complete the report for the next meeting.

RECOMMENDED

To approve the financial report dated 31st May 2023.

8. MEMBER ALLOWANCES REPORT

An amended report was received from the Town Clerk with recommendations for 2023/24 councillor allowances.

RECOMMENDED.

To approve the members allowance report.

[Member Allowances Report June 2023.pdf](#)

9. STANDING ORDERS

The model standing orders from One Voice Wales have been reviewed by the Mayor and Town Clerk to suit the Town Council.

RECOMMENDED

To approve the reviewed Standing Orders as presented.

[Draft Standing Orders 6th June 2023.pdf](#)

10. TWT PARK LIGHTING COLUMNS

The Town Clerk presented a report based on recommendations from the Vale Street Lighting Officer

RECOMMENDED

To approve adjustments and new lanterns to the 5 columns in Twt Park.

[Twt Park Street Lighting Twt park Report.pdf](#)

11. TRAINING POLICY

An amended draft training policy was presented by the Town Clerk.

RECOMENDED

To approve the amended training policy.

[Draft Training Policy v2.pdf](#)

12. WELLBEING PLAN

The Vale of Glamorgan Council Wellbeing Plan was noted.

<https://www.valepsb.wales/en/Our-Plan/Draft-Well-being-Plan.aspx>

13. DATE OF NEXT MEETING

6th of July 2023