



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 3rd of October 2023.

Present: Council Chamber: Chair Cllr Alec Trousdell, Deputy Chair Cllr Geraint Baty, Cllr Gwen Baty, the Mayor Cllr Malcolm Wilson, the Deputy Mayor Cllr Heather Weddell, Cllr Lianne Evans, Town Clerk Cathy Kennedy, Deputy Town Clerk Sarah-Jane Marshall, Town Hall/Finance Officer Clair Davis.

Microsoft Teams: There were no virtual attendees.

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

1. APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Beverly Tonkin.

2. DECLARATIONS OF INTEREST

There were no declarations of interest relating to items on the agenda.

3. MINUTES

Cllr Trousdell proposed the following amendment: Change the word 'preliminary' on page 2, item 6 to 'draft'.

RESOLVED

The minutes of the meeting held on the 5th of September 2023, were approved as a true and accurate record subject to the agreed amendment.

4. MATTERS ARISING

The following items were noted:

4.1 As approved at a meeting of the committee which took place on the 5th of September 2023 the town clerk officer boiler has been replaced by CS Boxall Ltd (Plumbers).

4.2 As approved at a meeting of the committee which took place on the 5th of September 2023 a new external office door has been ordered from AGA Heritage Ltd.

With regards to a meeting which took place outside the Town Hall on the 6th July 2023, with the Mayor Cllr Wilson, the Town Clerk Cathy Kennedy, Anthony Jones AJ Roofing and Jonathan Green CADW, it was agreed that the Town Clerk would send Jonathan Green the drawings for the new door and that he would in turn forward both those and photographs of the original door to Stephen Butler of the Vale of Glamorgan Planning Department to review. Jonathan Green also confirmed that listed building consent would not be required for a like for like replacement of the door.

5. THE FINANCIAL REPORT

The latest management accounts were presented, and a commitment was made to incorporate a written summary in future reports. It was noted that there has been a significant increase in the town hall maintenance budget. The increase in the budget and subsequent spend was attributed to the fact that minimal maintenance had taken place on the town hall for several years and conversely over the past two years, various projects including roof repairs, boiler upgrades, replacement of locks and doors, as well as interior decorating, have been undertaken to address this long-standing issue.

RESOLVED

The financial report ending 30th September 2023 was approved.

6. FINANCIAL AID

The committee reviewed an application for financial assistance from Cowbridge Moovers, who sought £930 in support. This amount accounted for half of projected expenditure for organising a Cowbridge Moovers birthday party, the purchase of promotional materials, plus the purchase of safety equipment for running activities during the winter months. Committee members questioned the appropriateness of using public funds for a celebratory event.

RESOLUTION

Members approved £300 funding in total to cover the safety lights in full, with the remaining balance to go towards the promotional materials. The funds will be released following Cowbridge Moovers' establishment of a community bank account.

7. WHISTLE BLOWING POLICY

A discussion took place on the appropriateness of adopting the Vale of Glamorgan Whistle Blowing Policy.

RESOLVED

It was agreed that a Whistle Blowing Policy was not required.

8. HR CONSULTANCY SUPPORT

The Town Clerk presented a proposal for ongoing HR consultancy support to the committee. Members considered the report and decided that the free support offered from One Voice Wales and ACAS was adequate for the council needs.

RESOLVED

The HR Consultancy Support proposal was declined.

9. DATE OF THE NEXT MEETING

7th of November 2023