

Town Clerk Report

To: The Annual Statutory and Ordinary Meeting of the Council

From: The Town Clerk, Cathy Kennedy

Date: 22nd May 2024

EVENTS

The May Day event held on the Bear Field was a resounding success, drawing thousands of attendees from both within and outside the local community. Despite initial concerns about the weather, we were fortunate to have a lovely day with minimal rain until the end. The entertainment provided was fantastic, and the event featured a vibrant atmosphere with bustling charity stalls and food and drink vendors.

Feedback and Lessons Learned:

A wash-up meeting took place following the event, and the feedback received was overwhelmingly positive. However, several valuable lessons were identified for future events:

Consider sourcing a generator for next year to offer a wider variety of hot food and cold drinks.

Incorporate a literary (storytelling) area to offer cultural and educational opportunities and appeal to a broader audience.

Increase the focus on music and entertainment geared towards younger attendees.

Address the high demand for face painting by providing additional resources or stations.

Introduce new attractions such as a dog show, a walking-around magician, and performers on stilts to add excitement and variety.

The success of the event underscores the strong community spirit within Cowbridge and Llanblethian. I would like to extend thanks to all involved in organising and supporting this event, especially our Community Engagement Officer Tom Hope and the Chair of the Community Working Group Cllr Heather Weddell, along with Cllr Lianne Evans, members of the community, all the dedicated volunteers, vendors, entertainers, and attendees. Together, we have demonstrated the vibrancy and unity of our community, and look forward to building on this success in future events.

END OF YEAR AUDIT

Much of my time over the past month has been taken up in preparing the end of year audit information.

I am pleased to inform you that the internal auditor has successfully completed their assessment of the town council's accounts for the financial year 2023/24.

This assessment was conducted in accordance with the Practitioners Guide for Accountability and Governance in local Councils published by the National Association of Local Council Clerks.

The Annual Governance and Accountability Report (AGAR) has been finalised and approved by the Finance & Governance Committee and provides a comprehensive overview of the council's financial activities, governance arrangements, and compliance with statutory requirements during the reporting period.

The AGAR will be presented for approval at the Annual Statutory Meeting of the Town Council on the 22nd May 2024. Once approved, it will be signed by the Mayor of the Council, myself as Responsible Financial Officer and submitted, along with other requested items, to the Wales Audit Office (WAO) in accordance with the deadline of 30th June 2024.

By 16 June 2024, we will publish an audit notice on the noticeboard(s) and on the Council's website for a minimum of 14 calendar days; and after the 14 calendar days, will make appropriate arrangements for the public to inspect the accounts and supporting documents for a total of 20 working days from 01 July to 26 July 2024.

I extend my appreciation to the Deputy Town Clerk Clair Davis, the Chair of the Finance & Governance Committee Cllr Alec Trousdell and the Finance & Governance Committee for contributing to the smooth completion of the auditing process and the preparation of the AGAR.