



Be kind



Bydewch yn garedig

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

Minutes For The Finance & Governance Committee Meeting 8pm 1st October 2024

Present in the Chambers: Cllr Malcolm Wilson (Chair), Deputy Mayor Cllr Geraint Baty (Deputy Chair). Cllr John Andrew, Cllr Gwen Baty, Cllr Lianne Evans and Ex Officio Mayor Cllr Heather Weddell.

Also Present Clair Helen Davis, Deputy Town Clerk.

Committee Members: Cllr Malcolm Wilson (Chair), Deputy Mayor Cllr Geraint Baty (Deputy Chair). Cllr John Andrew, Cllr Gwen Baty, Cllr Gareth John, Cllr Lianne Evans and Ex Officio Mayor Cllr Heather Weddell.

35/F&G2024 APOLOGIES

Apologies were noted from Cllrs Lianne Evans and Gareth John.

36/F&G2024 DECLARATIONS OF INTEREST

To receive any declarations of interest, including the nature of the interest (members are reminded of the provisions of paragraph 11 of the Members Code of Conduct and more particularly paragraph 11.1).

There were no Declaration of Interest.

37/F&G2024 MINUTES

The minutes from the previous meeting 3rd September 2024 were approved subject to an amendment requesting a timetable for the culling of data as required by the recently approved Data Retention Policy.

38/F&G2024 MATTERS ARISING

Cllr Andrew requested that a reference of the minutes where the decision was made be included on the Matters Arising spreadsheet.

39/F&G2024 FINANCIAL REPORTS

The financial accounts ending 30th September 2024 were reviewed and approved.

Cllr Wilson commented that the dates of Reconciliation and Management Accounts do not match but the Deputy Town Clerk explained the time scale was too tight to process and audit in a day. The committee noted the explanation.

40/F&G2024 INITIAL BUDGET REVIEW FOR 2025/26

Comments made at the initial review:

- The memorial should not come under L & A, it should be Town Hall
- Staffing meeting to look at Salary Budget

- The cost codes need to be expanded in Special Events
- The Precept needs more consideration.

41/F&G2024 CYBER INSURANCE

To receive reports from Cllr Wilson and the Town Clerk regarding purchase of Cyber insurance that was deferred from last month's meeting.

Deferred to the next meeting as the attendance of the Town Clerk is required.

42/F&G2024 POLICIES

- a) To receive an update on the TOIL Policy, this is now going to the Staffing meeting on Thursday 3rd October.
- b) The Data Retention Policy update from Cllr Wilson stated how imperative that the Council actions the culling of data that has no reason to be kept. This is in line with GDPR rules and regulations. The Councillors will agree a date to carry this out along with Officers.
- c) The Compassionate Leave Policy was noted that it could be open to abuse and flexibility should precede. To go to the Staffing Committee.

43/F&G2024 DATE OF NEXT MEETING

Before the close of the meeting Cllr Andrew; took the opportunity to recognise former councillor and a former Mayor, Alec Trousdell for all his hard work both on the Council and as a great help to the Town Clerk when there were staff shortages.

The date for the next meeting will be 5th November 2024.

Minutes produced by
Clair Helen Davis
Deputy Town Clerk
1st October 2024