

MINUTES OF THE POLICY, COMPLIANCE & FINANCE COMMITTEE

HELD ON THURSDAY 14th SEPTEMBER 2023 at 7:00PM

PRESENT: Cllr J. Beynon (Chair) Cllr K. Griffiths Cllr H. Roberts.

The meeting was recorded for minuting purposes and will be deleted once minutes are agreed.

The chair agreed that due to two Estates Committee meetings being cancelled as they were not quorate, matters relating to finance could be brought to this committee.

| | | Who | When | Status |
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| 18. | APOLOGIES FOR ABSENCE Apologies were received from Cllr A. Wilson, Cllr C. Evans (Mayor) and Cllr J. Harris. | | | |
| 19. | TO RECEIVE DECLARATIONS OF PERSONAL INTEREST FROM MEMBERS IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT No declarations received | | | |
| 20. | MINUTES OF LAST MEETING FOR ACTIONS OUTSTANDING <ul style="list-style-type: none">The clerk will contact the Lloyds Bank business advisor over the next few months for advice and a review of the accounts.Local Governance Toolkit – this will be updated in the next committee meeting as many of the previous answers have now changed. A task group will be set-up once this is completed.Clerk will review new Standing Orders over the next few months, and report back to this committee.Separate account for a building fund will be set-up in due course.Request to be submitted to Council for PCF Committee to be given plenary powers to appoint the most suitable supplier(s) to enable remote meeting facilities. | Clerk Clerk Council | Nov Oct Nov 28/10 | |

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| 21. | <p>Additional Estate committee items pre-approved by Chair for discussion</p> <p>Damp issues: Quote received from Protectahome. Need to plan the time of year the work will be undertaken, as the building will need to be closed to users. Consider booking work for end of July 24 – closing mid-July and re-opening mid-September to free up a substantial block of time for the work. Clerk to source a builder for quotes for work alongside Protectahome.</p> <p>Grants: RECOMMEND to Council that the Pontarddulais Partnership apply for grants for the Council on an admin percentage.</p> <p>CCTV: quotes to be obtained for additional cameras in building and alternative CCTV options. Clerk to check rules for CCTV in Council buildings.</p> <p>Institute Decoration: Painting of front of building externally - Clerk to obtain three quotes.</p> <p>Room hire: RECOMMEND to Council that the Police room hire be increased by 20%.</p> <p>Delegated budget: RECOMMEND to Council every main committee can spend £2k in any one month, with the condition this be reported to Council and if unspent the amount is not carried over each month.</p> | Estates Clerk Council Clerk Clerk Council | | |
| 22. | <p>FINANCE</p> <p>The individual reconciliation for each bank account for July and August were discussed. The Clerk will contact Edge to discuss the choices of reports available to show income and expenditure separately for current and deposit accounts.</p> <p>RECOMMENDATION for three new defibrillators to be purchased.</p> <p>Next committee meetings need to discuss budget requirements for precept. Clerk to allocate budget headings against relevant committees.</p> | Clerk Council Committee | | |
| 23. | <p>UPDATE FROM CHAMBER OF TRADE/COMMERCE GROUP</p> <p>Terms of Reference were prepared and AGREED by the committee.</p> <p>Cllr Downing provided an update from the two meetings that have been held.</p> | | | |

Meeting finished at 8.40pm.