

**MINUTES OF THE POLICY, COMPLIANCE & FINANCE COMMITTEE**

**HELD ON THURSDAY 6<sup>th</sup> JUNE 2024 at 7:00PM**

DRAFT

**Present:**

Councillors            Cllr C. Evans (Chair)            Cllr H. Roberts            Cllr K. Griffiths            Cllr P Downing

                                 Cllr J. Harris

Apologies            Cllr A. Wilson                            Cllr J. Beynon

The meeting was recorded for minute-taking purposes and will be deleted once minutes are agreed.

|    |   | Who   | When | Status |
|----|---|-------|------|--------|
| 1. | <b>To receive declarations of personal interest from Members in accordance with the Council's Code of Conduct</b><br>Cllr Downing declared an interest.   |       |      |        |
| 2. | <b>Minutes of last meeting/s for actions outstanding</b> <ul style="list-style-type: none"><li>No actions outstanding</li></ul>   |       |      |        |
| 3. | <b>Finance</b> <ul style="list-style-type: none"><li>a. May 2024 Budget reports<br/>Expenditure and Income for the previous month was discussed. Reports were accepted as accurate for recommendation to full council.</li><li>b. Finance Matters<br/>The clerk informed members that a standing order had been set-up for the Caretaker and Cleaner for salaries to be paid during June, July and August. A standing order will also be set-up for the Relief Caretaker.</li></ul> | Clerk |      |        |

|  |  |                                 |  |  |
|--|--|---------------------------------|--|--|
|  | <p>As Line Manager Cllr J. Harris will be required to approve the monthly payroll from the accountants on the accountancy system. This will need to be approved immediately when received in order for salary payments to be transferred. It was recommended that Cllr Harris meets with Cllr Wilson to approve the June payroll. Clerk will inform the accountant of the change and for Cllr Harris to be set-up.</p> | <p>Cllr Harris</p> <p>Clerk</p> |  |  |
|--|--|---------------------------------|--|--|

The meeting ended at 19.16

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