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**CYNGOR TREF PONTARDDULAIS TOWN COUNCIL**

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Website/Gwefan: www.pontarddulaistowncouncil.gov.uk

*Correspondence is welcomed in English or Welsh / Croesewir gohebiaeth yn Gymraeg neu’n Saesneg*

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12th February 2025

Dear Member

You are hereby summoned to attend the **Policy, Compliance and Finance Committee Meeting**, of Pontarddulais Town Council in the Council Chamber/Room 1, Mechanics Institute, 45 St Teilo Street, Pontarddulais on **Tuesday 17th June 2025** at 7pm

If you wish to attend the meeting remotely, please contact the Clerk at [clerk@pontarddulaistowncouncil.gov.uk](mailto:clerk@pontarddulaistowncouncil.gov.uk) for the Teams link

by Monday 16th June 2025

*Council meetings are recorded for minute taking purposes and are deleted once minutes are agreed.*

**Policy, Compliance and Finance Committee Meeting Agenda**

1. **To complete random audit of April payments**
2. **To note March closing balances and April payments**
3. **To complete random audit of May payments**
4. **To note April closing balances and May payments**
5. **To note end of Qtr 1, 2, 3 and 4 closing balances 2024/25**
6. **To note VAT reclaim 2024/25**
7. **To note display of Audit late notice on 13/06/2025**
8. **To discuss Annual Return progress and agree action**

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**Susan Rodaway**

**Town Clerk**

**11/06/2025**