**CYNGOR DREF PONTARDDULAIS TOWN COUNCIL**

Extraordinary Council Meeting, of Pontarddulais Town Council

Tuesday 15th July 2025 at 6.30 pm

**Present**: Cllr. Phil Downing (PD) – Mayor; Cllr. Jacob John (JJ); Cllr. Kelvin Williams (KW); Cllr. Gary Chambers (GC); Cllr, Kevin Griffiths (KG); Cllr. Wayne Jones (WJ); Cllr. Huw Roberts (HR); Cllr. David Beynon (DB); Cllr. Andrew Owen (AO); Cllr. Rhian Harris (RH); Cllr. Catherine Evans (CE);   
**Apologies:** Cllr. Alison Wilson (AW); Cllr. Jane Harris (JH) – Deputy Mayor.  
**Absent:** Cllr. Darren Hardy (DH);

**Declarations of Interest:** GC: 1a – unadopted road reserves

**FINAL MINUTES**

1. **2025/158 Policy, Compliance & Finance**
2. To agree earmarked reserve levels  
   Taking the figures included in the budget setting exercise, and including the virement of £5000, from the unadopted roads reserve to the Summer Family Fair, the earmarked reserves have been reviewed and agreed as follows:  
   £23,989.95 General reserves,   
   £5,000 Maintenance and Renewal  
   £5,000 Children’s Play Equipment

£5,000 Unadopted Roads  
This was proposed, seconded and agreed by all.

1. To note VAT reclaim 2024/25  
   It was noted the VAT reclaim for the financial year 2024 – 2025 is:

£11,979.96

1. To accept Internal Audit report  
   The Clerk read the internal Auditor’s report out in full to the meeting. It was proposed, seconded and agreed by all to accept the report to include with the external audit.
2. To review and agree the AGAR 2024-25  
   The Clerk and Council reviewed the document and figures with the Council and while there have been some matters which have arisen throughout the year due to changeover of staff and significant time without sufficient officer cover, agreement was achieved by majority with one abstention.
3. To agree the Annual Governance Statement for signature by the Chair.  
   This was proposed, seconded and agreed by majority, with one abstention
4. To agree submission of 2024/25 external audit  
   It was proposed, seconded and agreed by majority, with one abstention, to submit the 2024/25 external audit.

Meeting closed: 19.24