**CYNGOR DREF PONTARDDULAIS TOWN COUNCIL**

Policy, Compliance and Finance Committee Meeting

Tuesday 16th September 2025 at 7pm

**Present**: Cllr. Catherine Evans (CE) – Chair; Cllr. Phil Downing (PD) – Mayor; Cllr. Jane Harris (JH) – Deputy Mayor; Cllr. Alison Wilson (AW); Cllr. Gary Chambers (GC); Cllr. Mark Biscoe (MB); Cllr. Wayne Jones (WJ)**.
Apologies:** Cllr. Jacob John (JJ); Cllr. Huw Roberts (HR); Cllr. Kelvin Williams (KW; Cllr. Rhian Harris (RH); Cllr. Darren Hardy (DH).

**Declarations of Interest:** PD Personal Interest item 5.

**DRAFT MINUTES**

1. **To elect a Vice-chair**Cllr Alison Wilson self-nominated, there were no other nominations. Proposed, seconded and agreed by all to elect AW
2. **To complete random audit of June, July and August payments**Completed and all income/expenditure checked and reconciled
3. **To note June, July and August closing balances**Noted
4. **To ratify June, July and August payments**It was proposed, seconded and agreed by all to ratify the payments
5. **To note September payments made to date and anticipated**The Clerk provided information on all payments. These was noted.
6. **To note end of Qtr. 1 closing balances 2025/26**Noted
7. **To note VAT reclaim Qtr. 1 2025**It was noted the VAT reclaim for Qtr 1 is £911.94. This has been received along with the 2024/25 vat reclaim.
8. **To note recent Grant Application**The Clerk informed the meeting she has submitted an application to the Mynydd Y Gwair fund to provide match funding for the works necessary at the Institute. As the application was made with little advance notice, due to closing application window, no quotes had been provided to back up the application.
9. **Advance notice to consider proposals for projects to inform budget setting 2026/27**The Chair reminded Cllrs that budget setting for 2026/27 needed to get underway. All committees need to cost projects they wish to undertake in the next financial year and beyond.
10. **To agree to carry out community consultation for Council vision and mission, and budget setting 2026/27**The Clerk explained that in order to plan for projects and budgets, the Council should carry out a public consultation. This could be combined with a consultation on the vision and mission the Council have begun work on. It was suggested a multi-factor approach be taken using social media, notice boards and public-facing sessions in the community.
This pas proposed seconded and agreed as a recommendation to Full Council.
11. **To receive report from Vision setting workshop to inform community consultation**The Clerk had circulated the report in advance of the meeting. It was agreed to share with the Council.
12. **Proposal to recommend to Full Council an amendment to Standing Orders:**

**“No Councillor may be chair of more than one committee at a time and the Mayor may not be chair of any committee. The Council may vote to suspend this Standing Order in exceptional circumstances, e.g. there are low numbers of Councillors, making it impractical.”**The Clerk explained she had received a request from CE and AW to add the motion to the Full Council agenda however, in order to ensure any changes to working practice for the Council is properly recorded, her advice was to bring it to this committee to discuss a change to Standing orders. The committee proposed seconded and agreed by majority to send the proposal to full Council with one abstention.

**Meeting closed at 20.19**