

**Minutes of the Finance & Governance Meeting**  
**held on Thursday, 25<sup>th</sup> July 2019**

Present: Cllrs M Clarke, R Smith, T Hill, B Lewis and A Harris

Clerk: Mrs A Thomas

In attendance: Mrs P Bowen (DSO)

1. **Apologies for absence.**

Cllr N Clarke (Personal).

2. **Declarations of Interest.**

None.

3. **To approve item Monthly Accounts April, May, June 2019.**

Members considered the Monthly Accounts April, May, June 2019. Members had some queries which were resolved by the Town Clerk. Members agreed to approve the Monthly Accounts April, May, June 2019.

**Resolved to recommend:** **To approve item Monthly Accounts April, May, June 2019.**

4. **To consider item Report of the Internal Auditor and determine any appropriate action.**

Members considered the Report of the Internal Auditor and recommended to explore the recommendations of the report.

**Resolved to recommend:** **The Town Clerk to explore the recommendations of the report and to inform Members of such findings.**

5. **To consider item Electronic Banking Arrangements (Clerk).**

Members were provided with an overview of Electronic Banking Arrangements by the Town Clerk. Lloyds TSB provide the most appropriate electronic banking arrangements allowing records to be accessed online with a 'view only' display on transactions. Payments of any kind must be authorised by two independent people.

Members agreed that Porthcawl Town Council must modernise their banking arrangements. Members agreed that the Town Clerk to investigate improved electronic banking arrangements and to present such findings at the next Full Council meeting.

6. **To note for information One Voice Wales Guidance on Payments to members of Community and Town Councils.**

**Resolved to recommend:**                      **To note for information only.**

7. **To review item Internal Auditor for the Year End 31<sup>st</sup> March 2020.**

Members considered the report from the Internal Auditor, Year End 31<sup>st</sup> March 2020. Members acknowledged that Mr Lewis is aware of Porthcawl Town Councils' accounting procedures. Members agreed that changing the Auditor would not be beneficial. Members agreed to remain with Mr Lewis for another year – if there is a conflict of interest then Members to advise the Town Clerk.

**Resolved to recommend:**                      **To remain with Mr Lewis (Internal Auditor) for another year. If any conflict of interests arise then advise the Town Clerk.**

8. **To consider item Well Being of Future Generations Act – consideration to draft a Well Being Statement to indicate future direction and compliance.**

Members acknowledged that a statement is required to comply with the Act. The statement should reflect Porthcawl Town Councils' commitment to the Act.

Members noted that the Town Clerk had received positive feedback from Judith Jones on the statement used for the Annual Report.

The Town Clerk to write a statement outlining how Porthcawl Town Council comply with the Act.

9. **Clerk's Report.**

- **Update on progress of External Audit**

The Town Clerk advised Members that only one query had been received – this query has been answered.

- **CCTV statistic monitoring**

Members acknowledged that only South Wales Police have access to the CCTV cameras for statistic monitoring purposes.

*The meeting concluded at 7.35pm*