



Minutes of the Finance & Audit Committee
held on a remote basis in accordance with the provisions of
The Local Government and Elections (Wales) Act 2021
at 6.30pm on Monday, 21st June 2021

Present: Committee Members – Cllrs R Knoyle (Chair), C Edwards, S McMenamin, H Morgan and J Roberts

Non-member Councillors – Cllr S Knoyle
Residents x 3

Officers: Ms J van Tonder (Town Clerk / RFO)

1. Election of Chair

One nomination for Chair was received and accepted.

It was proposed, seconded and

Resolved: To elect Cllr Richard Knoyle as Chair for the term ending May 2022.

2. Apologies for absence

Apologies were received from Cllrs D Morgan and M Powell.

3. Declarations of Interest

There were no declarations of interest made pertaining to items on the agenda.

4. Committee Terms of Reference

It was proposed, seconded and

Resolved: To adopt the committee terms of reference as presented.

5. Minutes of the meeting: 7 January 2021

Cllr Carolyn Edwards proposed an amendment to the minutes in that the minutes had been erroneously titled "Parks and Open Spaces" Committee.

It was proposed, seconded and

Resolved: To accept the amendment and otherwise agree the minutes of the meeting on 7 January as a true and accurate record.

6. Review Monthly Accounts for the YTD ending 31 May 2021

The Clerk presented the Accounts for the months of April and May 2021 and explained that the disproportionately large expenditure under the Parks & Open Spaces, Cemetery, Town Hall and Community Centre headings related to the annual rates for the sites, the invoices for which had been received in April.

The Clerk advised that each of the committees would be presented with their respective budget vs expenditure reports at their next and subsequent meetings.

Resolved: To note the Accounts for the YTD ending 31 May 2021.

7. Matters pertaining to Financial Year ending 31 March 2021

a) Financial Accounts 2020/21

The Clerk advised members the accounts reflected the unusual circumstances the Council had found themselves in throughout 2020/21 with a significant loss of revenue as a result of the closure of income-generating facilities. The changes in personnel had resulted in an underspend on the salaries budget and Cemetery Drive accounting for the overspend on Cemetery maintenance.

The Clerk answered questions and members discussed the healthy level of reserves the Council would be taking into this financial year.

Following discussion, it was proposed, seconded and

Resolved: To recommend to Full Council the adoption of the Financial Accounts 2020/21 as presented.

b) Earmarked Reserves at 31 March 2021

Members noted the addition of £14,977 to earmarked reserves as at 31 March 2021.

It was proposed, seconded and

Resolved: To recommend to Full Council the Schedule of Earmarked Reserves FYE 2021.

c) Internal Audit Report 2020/21

The Clerk outlined the process that had been followed in order for the internal audit to be completed and confirmed the auditor had examined certain areas of Council procedure extremely thoroughly.

The Clerk advised she would take the recommendations contained within the report and submit an analysis to the Finance and Audit Committee at its meeting in October outlining what action could or had been taken.

Members agreed to consider the effectiveness of the internal audit for the year ending 2021 as part of the internal audit review at the next meeting.

Following further discussion, it was proposed, seconded and

Resolved: To recommend to Full Council the adoption of the Internal Audit Report 2020/21 as presented.

d) Annual Return 2020/21

Members considered the Accounting Statements 2020-21 as contained within the Annual Return and agreed the figures were as presented in the Financial Accounts, 7(a), above.

The Clerk read each of the statements in the Annual Governance Statement (Part 1) and members briefly considered the most appropriate responses. It was noted this section of the Annual Return would be agreed by Full Council at its next meeting.

8. Outstanding Audits

The Clerk advised Audit Wales (formerly Welsh Audit Office) had called in all outstanding audits and had undertaken to have all Councils' audits finalised and brought up to date by the end of December 2021.

Members noted the Council had three outstanding audits: 2017/18, 2018/19 and 2019/20.

Furthermore, the Clerk reported Audit Wales had announced the new 3-year rolling audit cycle would not begin in 2021 as originally planned but rather from 2022. Members were reminded the Council had been allocated to Group B and would, therefore, receive a full audit in the second year of the programme.

9. Switch to Unity Bank

The Clerk confirmed the Unity Bank accounts were now open and that the switch from TSB was in the process of being completed. It was expected the accounts would be operational in the next week or two,

CLlr Carolyn Edwards thanked the Clerk for her efforts in actioning the move to an online bank account.

10. Date of next meeting

The next meeting of the Finance and Audit Committee would be in October 2021.

The meeting concluded 7:35pm.