

**SULLY AND LAVERNOCK COMMUNITY COUNCIL
CYNGOR CYMUNED ABERSILI A LARNOG**

**Finance Committee Meeting of the Council
6.30pm Monday 15th April 2024**

In accordance with the provisions of the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020, the meeting was held by way of the remote participation (Zoom) of the members of the Council and public.

Minutes 1/24

Present

- Steve Oaten (Proper Officer)
- Nicky Parry (NP)
- Vicki Judd (VJ)
- Kay Bowring (KB)(Chair)
- David Cannon (DC)

Apologies 1/24

- No communication from Martyn James (MJ), Apologies from Jackie Payne (JP), Lino Scaglioni (LS) Robin Lynn (RL)

PART ONE

Declarations of interest 2/24

- Councillor Parry – Trustee Sully Library
- Councillor Judd - Jubilee Playgroup/Sully School Minor Authority Representative Governor/Saving Sully and Lavernock Group, Trustee Sully Library

To approve the minutes of previous meeting 3/24

- The community councillors present approved the minutes of the Finance Committee meeting of the 4th December 2023, accepting them as accurate record of the meeting that took place

To approve the schedule of payments 4/24

- The councillors of the finance committee approved the schedule of payments as provided by the proper officer. Explanations were given where appropriate.

Democratic Half Hour 5/24

- There were no members of the public present at the meeting. The meeting was moved to the next agenda item.

To receive any updates from councillors and discuss and resolve upon any further actions required 6/24

- The councillors present and Proper Officer provided updates where appropriate.
- The Proper Officer updated the council with possible values in respect the machinery that is to be used by the cricket club. An action from a previous meeting was to ascertain resale costs with a view to disposal of the equipment to the cricket club. The councillors present agreed a course of action in respect of this and the Proper Officer will write to the representative of the cricket club with a way forward.

There had been a query raised regarding the use of 365 Gardening to cut the bowling green. It was agreed moving forward that the usual contractor be tasked to carry this out instead. The Proper Officer had received correspondence from the Library Trust regarding the lease to the library. The council are waiting for the BP to arrange a meeting in order that a new lease can be agreed between all parties. It is necessary due to an application pending in respect of section 106 monies from the VOGC. It was agreed that the BP again be contacted with a view to expediting the matter. The Proper Officer advised the community council of an application by Sully Sailing Club for a food hygiene certificate. It is not known why the club have submitted the application but there appears to be no conflict with the lease arrangements.

- Councillor Parry had provided a written update of her attendance at a focus group meeting involving the VOGC and Cwmpas. The VOGC have commissioned Cwmpas to engage with town and community councils as well as social enterprises and the third sector. This with a view to help shape the VOGC,s new corporate plan 2025-2030.
- Councillor Cannon gave an overview of some concerns expressed by residents at Cwrt Yr Ynys regarding dog waste bins and an infestation of leatherjackets. He was in discussion with Taylor Wimpey and the new management company that would take over with a view to a resolution.
- Councillor Bowring had circulated a council update on social media which was discussed by councillors.

To discuss and resolve upon a new website and provider, information previously distributed by the Proper Officer 7/24

- The community council had been looking at a website that could be managed in house. From a number of quotes the community council have asked the proper officer to engage Vision ICT to design a new website.

To discuss and resolve upon a financial risk assessment for the next 12 months 8/24

- The community council agreed the financial risk assessment as provided by the Proper Officer for the next 12 months.

To discuss and resolve upon a new kitchen for the pavilion 9/24

- The councillors discussed the issue and agreed that Thomas Williams be asked to supply and fit a new kitchen in the pavilion. Arrangements to be made by the Proper Officer.

To discuss and resolve upon the following policies and procedures and any subsequent amendments. Working Groups Terms of Reference, Finance Committee Terms of Reference, Debit Card Policy, Finance Regulations, Reserves Policy, Procurement Policy, Delegation Policy 10/24

- The councillors present agreed a number of policies and procedures as supplied and amended by the Proper Officer. They related to The working groups terms of reference, Finance committee terms of reference, Debit card usage policy, Finance regulations, Reserves policy, procurement policy and the Delegation policy. The Chair thanked and commended the Proper Officer for his continued hard work especially regarding compliance matters for the Community Council.

To discuss and approve this year's financial accounts (If Appropriate) 11/24

- The Proper Officer had provided councillors with the end of year accounts for their information and any comments. It was agreed that Paul Egan be provided with the documents for internal audit.

The date of the next meeting of the Community Council is the Annual Full Council meeting on the 13th May 2024 12/24

PART 2

There were no members of the public present at the meeting so there was no need to make any declaration to exclude anyone.

To discuss and resolve upon issues of employment and the future use and maintenance of the playing fields, including the cricket square and bowling green and associated costs and training needs 13/24

- The personnel Working group had met and there was further work to be completed regarding employment matters. The full council would be updated in due course.

To discuss and resolve upon 14/24

- There were a number of items discussed that will result in them becoming agenda items at upcoming meetings. A number of actions will need to be completed by the Proper Officer in preparation.

The meeting concluded at 8.30pm

Steven Oaten – Proper Officer

.....Chair