

CYNGOR DINAS TYDDEWI ST DAVIDS CITY COUNCIL

Minutes of Finance Committee 5th June 2024 @10:00 in the Memorial Hall

Present: Cllr David Griffiths; Cllr Bira Sehmi; Cllr Richard Thornton; RFO W Mann.

1 Election of Chair: Cllr Griffiths duly appointed

2 Apologies for Absence: Cllr Shan Williams

3 Declarations of Interest:

4 Confirmation of Minutes: Minutes of Meetings 27th September 2023, 27th November 2023 & 22nd January 2024 agreed.

5 Matters Arising

- a. Committee Structure & Terms of Reference. The meeting agreed the structure and terms of reference (Reference 4 on the agenda) and that the structure of four councillors be reviewed during the year if quorate issues became apparent.
- b. Review of the Financial Governance Document; the meeting agreed that the review of this document and a recommendation to adopt the OneVoiceWales model document at the 2025 AGM should be progressed during the course of the year
- c. Review of the Financial Risk Assessment: the meeting agreed that councillors would prepare considerations for discussion in readiness for the next meeting.
- d. Finance Committee Annual Program: the meeting agreed that the proposed annual program be adopted and reviewed as during the course of the year.
- e. Asset Register March 2024: the meeting agreed that councillors would prepare considerations for discussion in readiness for the next meeting.

With regard to items c and e RFO agreed to forward the councils current Insurance Policy document for councillors to review – this is particularly relevant in terms of item 5 c with regard to cash handling and 5 e with regard to existing valuations.

AOB

The meeting noted the progress by the clerks office in preparing the Approved Contractor List which it would hope to have a progress report by the next meeting.

Meeting concluded 11:30

Signed

Date

Chair