

**MEETING OF THE FINANCE AND GOVERNANCE COMMITTEE OF ABERTILLERY  
AND LLANHILLETH COMMUNITY COUNCIL HELD ON 11 July 2025 at 6:18 pm at the  
Council Offices, Mitre Street, Abertillery.**

**PRESENT**

**Councillors:** Steve Bard (Chair), Frankie Baker, Bruno Goes Maciel, and Nick Simmons.

**Officers:** Steve Edwards (Clerk), Molly Jones (Deputy Clerk), and Erika Davies (Deputy Clerk) via video link.

**Absent:** Lucy Harmer and Mike Whatley

**15. Apologies for absence**

Mike Whatley

**16. Declarations of interest or dispensations**

None

**17. Minutes 16 May 2025**

The Committee **RESOLVED** that the minutes were a true and correct record.

**18. Finance and Governance Tool Kit**

The Committee reviewed Theme B of the Toolkit. The following should be noted

- B1 – The council should readopt the Code of Conduct at least once every 5 years, just after any new round of elections.
- B5 – There is a Training Plan and this is submitted to Audit Wales as part of the Annual Return
- B10 – Salary changes are noted by Council and also included in budget planning.
- B12 – The Officers as part of their CILCA qualifications are looking at all policies.
- B16 – The Council auto-enrols staff into LGPS.

It was noted that Theme A still requires some form of public consultation on the Mission Statement for Council

**19. Financial Risk Register**

A number of risks were re-evaluated and the Risk Register will be taken to September's Council meeting to agree. It was also agreed that a scoring mechanism for each risk be created so that the Committee can monitor increase and or reductions in risk.

The Committee **RESOLVED** to recommend the reviewed Financial Risk Register to Council.

**20. Grant and Funding Policy**

The Committee considered the draft report from the Clerk and **RESOLVED** to take the report to Council with the following recommendations.

- That a specific form is created for Council to document any checks on how grant monies are spent.
- Quarterly progress checks are made on Solar Farm Grant projects and reported back to the Finance and Governance Committee

- The Finance and Governance Committee will review the Solar Farm Grants Criteria and bring any recommendations to Council before the 2026 Solar Farm Grant process is started.
- The process for Council Grants should remain the same, with officers applying an initial triage and the criteria/application form to be reviewed.
- Ward Grants to be merged into the Council Grants process and the budgets amalgamated.
- Formal checks on the results of funding to be carried out by the Finance and Governance Committee.
- That all events be placed under the Leisure and Tourism Committee.
- As part of the budgeting process the Committees will report back on previous year's spending.

## 21. **1<sup>st</sup> Quarter Budget Outturn**

The Clerk presented the first quarter budget outturn. He explained the £82 costs in the Staff salary budget line as part of the accrual process from 2024/2025. There were no other issues to highlight. The Committee **RESOLVED** to accept and note the budget outturn.

## 22. **Bank Reconciliation Rota**

The Committee **RESOLVED** the following Bank reconciliation rota:

May and June together: Steve Bard and Lucy Harmer

July: Nick Simmons and Bruno Goes Maciel

August: Frankie Baker and Mike Whatley

## 23. **Date of next meeting**

Friday 5 Sept.

Minutes produced by Steve Edwards, Clerk.

The meeting ended at 7:47 pm.

Signed as correct record by the Chair.....

Date.....

