

MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL
held on 26 June 2025 at 6pm in the Old Wool Market and via video conference

Present:

Cllr R Thomas	Chairman / Mayor
Cllr R Thomas-Turner	Vice Chairman / Deputy Mayor
Cllr C Black	
Cllr J Hackett	
Cllr P Lewis	
Cllr K Manikonda (from 6.10pm)	
Cllr T Moses (from 6.09pm)	
Cllr B Simister	
Cllr D Thomas-Turner	
Cllr S Thorley	

In attendance

V Lewis Camacho	Town Clerk/RFO
E Gear	Deputy Clerk

2768 Apologies

Apologies received: Cllrs H Lewis and M Lewis. Absent: Cllr(s) A Brooker and S Pearce.

2769 Declarations of Interest from Members

<i>Agenda Item</i>	<i>Member</i>	<i>Interest</i>	<i>Nature of interest</i>
None			

2770 Statutory Business deferred from Annual Meeting held on 15 May to coincide with internal audit review and approval of Annual Return for the year ending 31 March 2025

i) Appointment of internal Audit

Noted that the recommendation from the Personnel, Policy, and Finance (PPF) Committee to approve the letter re-appointing the Internal Auditor was approved by Full Council at its meeting on 19 June 2025.

ii) Annual Report 2024-25

Resolved: To adopt the Annual Report for 2024-25, subject to inclusion of a sentence within the grant funding section to confirm the Town Council's financial support of the library over a five-year period.
Proposed: Cllr R Thomas-Turner. Seconded: Cllr D Thomas-Turner.
All in favour except Cllr P Lewis.

iii) Expenditure incurred under S137 of the Local Government Act 1972

iv) Asset Register

v) Internal Controls and Financial Risks Assessment, including delegation arrangements to Committee, Sub-Committees, staff, and other local authorities

vi) Insurance arrangements

vii) Banking arrangements and list of authorised signatories for 2025-26, including recommendation to remove former Cllr J Owens as a bank signatory

viii) Direct Debits for 2025-26, including recommendations to delete inactive D/Ds

ix) Arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses

Resolved: To confirm and approve the items listed iii) to ix) inclusive as presented, noting that items iv), v) except for information provided on delegations as set out in the Council's Financial Regulations and Standing Orders; and vi) had also been reviewed by the PPF Committee at its meeting held on 12 June 2025 and that Full Council had approved the Committee's recommendations at its meeting held on 19 June 2025. These included

ongoing improvements to governance processes and a post payment verification process for immediate implementation (see minutes of PPF Committee meeting held on 12 June 2025).

Resolved: To remove former Cllr J Owens as a signatory from the Council's bank accounts held with Lloyds Bank with immediate effect.

Resolved: To remove inactive direct debits from Direct Debits & Standing Orders list identified within "To be removed from list" column.

Proposed: Cllr R Thomas-Turner. Seconded: Cllr C Black. All in favour.

2771 Annual Return for the year ended 31 March 2025

Council reviewed and approved the Accounting Statement for the financial year 2024–2025 as presented.

Turning to the Annual Governance Statement, the Council approved affirmative responses to all items on the statement except for items numbered 1 and 4, as follows:

- **Item 1** – *"In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities."*
Response: The present Council has not actively reviewed its vision and purpose but intends to develop a formal business plan in 2025–26, which will revisit the Council's vision and purpose to inform and support its future direction, budgeting, and activities. This will support a clearer focus on meeting the Council's obligations under the Well-being of Future Generations (Wales) Act 2015.
- **Item 4** – *"We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members."*
Response: While the Council has made significant progress during 2024–25, including the appointment of new staff and implementation of new systems and a website, this work is ongoing. A review of contracts and policies is currently underway and has been timetabled for completion during the current financial year. The implementation of the new website, intended to replace the existing platform which relies on a third party for updates, has taken longer than anticipated.

Council also noted the report of the Internal Auditor, which recognises the progress made in implementing a new financial system and in reviewing policies and procedures appropriately. These developments have improved the Council's understanding of its financial position and the treatment of reserves, ensuring adequate provision for the timely maintenance and improvement of Council properties going forward.

Resolved: To approve the Annual Return for the year ended 31 March 2025, including the Accounting Statement for the financial year 2024–2025; the Annual Governance Statement (to include the above responses); and the report of the Internal Auditor.

Further resolved: That the Mayor (or Chair of Council) and the Town Clerk/Responsible Financial Officer be authorised to sign the Annual Return as required.

Proposed: Cllr R Thomas-Turner. Seconded: Cllr P Lewis. All in favour.

With no further business to consider, the meeting ended at 7.23pm.

Chairman of Council / Mayor

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Signed

Proper Officer / Town Clerk

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Signed

Date

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