

# ST BRIDES MINOR COMMUNITY COUNCIL



## MINUTES OF THE FINANCE COMMITTEE MEETING OF ST BRIDES MINOR COMMUNITY COUNCIL HELD ON 5<sup>TH</sup> SEPTEMBER 2019 AT 6.00 PM AT SARN LIFE LONG LEARNING CENTRE

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### PRESENT

Councillors: D Lewis (Chair)  
Y Nott

Apologies: E Jones  
G Thomas  
F Watkins

Clerk: Ann Harris

Public: No public in attendance

Minute No:

13FC/19-20

**ITEM 2 TO RECEIVE DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST, IF ANY, FROM MEMBERS IN ITEMS ON THE AGENDA**

Councillor Name	Minute Number	Declaration	Speak/Vote
David Lewis	All relevant 21FC/19-20	Borough Councillor BCBC Coity Wallia Conservators	No/No

14FC/19-20

**ITEM 3 TO RECORD THE ACCURACY OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11<sup>TH</sup> MARCH 2018**

The Minutes were approved as a true record of the meeting and the Chair signed the Minutes.

**Resolved:** This was noted.

15FC/19-20

**ITEM 4 MATTERS ARISING FROM THE MARCH 2019 MINUTES**

7FC Memorial Hall Car Park Insurance

All risks except rebuild and damage to the car park surface are covered.

8FC Bowser

The Clerk had sold the bowser for £700 and the money had been received.

**Resolved:** The information was noted, and it was agreed that the car park was sufficiently covered by insurance.

16FC/19-20

**ITEM 5 TO REVIEW THE COUNCIL'S BUDGET AND IDENTIFY ANY POTENTIAL RISKS**

An up-to-date budget monitoring sheet was distributed to Members showing the balance carried forward to the following month.

**Resolved:** The information and action of the Clerk was noted. There were no potential risks identified in the review of the budget.

17FC/19-20            **ITEM 6 RISK MANAGEMENT 2019/20**

The Clerk had prepared a risk management schedule for 2019/20.

**Resolved:** It was agreed to recommend to full council that the risk management document be approved and accepted with one change recommended that Loss of Money from a private residence of member or employee classification is reduced from high to low.

18FC/19-20            **ITEM 7 CYBER INSURANCE AND KEY WORKER INSURANCE**

The Clerk had provided Members with details of cyber insurance, its key facts and cover. The quote was for £319.20 and it's a stand-alone insurance separate to the council's insurance policy.

The Clerk informed Members about key worker insurance and the costs the council would incur should the Clerk be on long term sick.

**Resolved:** It was agreed to recommend to full council that cyber insurance is taken out and that when the council's insurance is due for renewal the council considers taking out key worker insurance as should the Clerk be on long term sick then the cost of the cover for the Clerk and paying the Clerk's sick leave would be costly.

19FC/19-20            **ITEM 8 WEBSITE PROTOCOLS ON THE DEATHS OF SENIOR ROYALS**

The Clerk updated Members on what protocols need to be put in place on the website on the death of the 3 most senior royals.

**Resolved:** It was agreed to recommend to full council that the protocols are put in place by the website host at a total cost of £84.

20FC/19-20            **ITEM 9 FINANCIAL REGULATIONS UPDATE**

The Clerk informed Members of a change to the council's model financial regulations.

**Resolved:** It was agreed to recommend to full council that the regulations are updated to include the change/s.

21FC/19-20

**ITEM 10 FINANCIAL REQUESTS - COITY WALLIA AND BRIDGEND TOWN COUNCIL**

The Council had received two items of correspondence, 1 from Coity Wallia Conservators about their funding and the other from Bridgend Town Council regarding Bridgend bus station. These would be raised at the next Ordinary Meeting for discussion at Full Council, but as they referred to finance the Clerk raised them at the Committee Meeting for information.

**Resolved:** It was agreed to have a fuller discussion at Full Council.

22FC/19-20

**ITEM 12 ITEMS FOR THE NEXT FINANCE COMMITTEE MEETING**

- Precept 2020/21

**Resolved:** With the Chair’s agreement it was agreed to keep this item open to include anything that may arise in the time between meetings.

23FC/19-20

**NEXT MEETING**

The next meeting would take place in November, before the Precept Meeting, at Sarn Centre; the date and time tbc

The meeting closed at 6.45 pm

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Chair of Committee

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2<sup>nd</sup> December 2019