

St Clears Town Council

Minutes of a Special Meeting of the Town Council held in Meeting Room 1, Y Gât/The Gate, Pentre Road, St Clears on Tuesday 26th June 2012 at 7.30pm

Present:

Councillors: L L ap T Davies, R G Edwards, E H Eynon, C J Jenkins, K A Major, P J Rogers, S J Runnett, Mrs C M Ingleton, Mrs J S V Rees and Mrs H Witt.

In the Chair - Councillor L L ap T Davies (Town Mayor).

The Mayor welcomed everyone to the meeting in particular the newly co-opted Members.

The Clerk reported for information that the new members had previously signed the statutory declaration of office.

48. Apologies

Apologies were received from Councillors C M Davies, C J Jenkins and P Lanc.

49. Personal Matters

The Town Mayor reported that his e-mail account had been hacked earlier in the week. He had reported the matter to his internet provider and the Police.

50. Declarations of Interest

There were no declarations of interest.

51. Finance Committee

Councillor R G Edwards reported on a special meeting of the Finance Committee held earlier in the evening.

He reported on the 2011/12 final accounts and advised members of the Internal Auditor's report and recommendations.

RESOLVED that the Report of the Special Meeting of the Finance Committee held on 26th June 2012 be accepted and the recommendations approved (Appendix A attached)

52. Audit of Accounts 2011/12

The Clerk circulated copies of the 2011/12 Income and Expenditure Account and Balance Sheet, Section 1 (Statement of Accounts), Section 2 (Annual Governance Statement) and Section 3 (Internal Auditor's Report) in respect of the Annual Return together with supporting documentation.

It was noted that the Cumulative Fund Account as at 31st March 2011 amounted to £73,146.19 of which £50,000 was invested in short term Investment Bonds.

It was also noted that the invoice in the sum of £13,664 for the extension to the car park was still in dispute.

RESOLVED that

i) the Income and Expenditure Account and Balance Sheet relating to the 2011/12 financial year be approved

ii) the Town Mayor be authorised to sign the Annual Return for submission to the External Auditors

The Chairman of the Finance Committee reported that he wished it to be recorded his gratitude to the Clerk for the work undertaken in completing the Annual Return and supporting documentation.

Meeting terminated at 8.15pm

St Clears Town Council

**Minutes of a special meeting of the Finance Committee held in
the Mayor's Parlour, Y Gât/The Gate, Pentre Road, St Clears
on Tuesday 26th June 2012 at 7.00 pm.**

Present: Councillors: R G Edwards, E H Eynon, K A Major, P J Rogers and L L ap T Davies.

In the Chair Councillor R G Edwards.

Declarations of Interest

No declarations of interest were recorded.

Internal Auditor's Report

The Clerk reported that the internal audit of accounts for the year ended 31st March 2012 had been completed and members were provided with a copy of the Internal Auditor's Report and Recommendations.

It was agreed that the contents of the Internal Auditor's Report be noted and for the recommendations to be actioned

Audit of Accounts 2011/12

Members were provided with copies of the following documentation relating to the 2011/12 accounts:

- Income and Expenditure Account and Balance Sheet
- Section 1 (Statement of Accounts), Section 2 (Annual Governance Statement) and Section 3 (Internal Auditor's Report) in respect of the Annual Return
- Bank reconciliation statement
- Explanation of variances between 2011/12 expenditure and the previous year's expenditure
- Asset Register as at March 2012.

It was noted that the Cumulative Fund Account as at 31st March 2012 amounted to £73,146.19 of which £50,000 was invested in short term Investment Bonds.

It was also noted that the invoice in the sum of £13,664 for the extension to the car park was still in dispute.

Following a discussion it was agreed that the Clerk provided members with a list of creditors as at 31st March 2012.

It was agreed to recommend to full Council that the accounts be approved.

Meeting terminated at 7.30pm.