



Cyngor Cymuned Clydach
Clydach Community Council
Forge Fach Community Resource Centre
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Minutes of the Special Meeting of Clydach Community Council **Tuesday 23rd July 2024**

Held in the Waterfall Suite, Forge Fach Resource Centre at 6.30pm

Presiding	Councillor J Nicholds
Present	Councillors, S Powell, J Hill, I James, S Weller, J Lewis, E Jackson, R Bevan, and K Davies
In attendance	Mrs M Chaplin (Clerk)
Apologies	Councillor R Smith

1. To receive apologies for absence

Apologies received from Cllr. R Smith

2. To receive declarations of interest from members

There were no declarations of interest at the start of the meeting.

3. Annual Accounts 2023/24

To approve the Annual Accounts for the year ending 31 March 2024.

The following documents are attached for this item -

- Annual Return 2023/24
- Income and Expenditure Account 2023/24
- Balance Sheet as at 31/03/2024

Documents had previously been circulated and The Clerk briefly covered the documents detailed above and invited Councillors to provide feedback.

The Clerk explained that members of the public had a right to view the councils accounts for a period of 20 working days following the internal audit. The Clerk advised the Council that the notices had been put up on the notice boards and website and the dates that the public have to exercise these rights were between 29th July and 23rd August and was to be done by appointment only.

RESOLVED to approve the Annual Accounts for the year ending 31 March 2024.

4. Annual Audit 2023/24

To approve the Annual Audit for the year ending 31 March 2024

The following documents are attached for this item

- Internal Audit Report 2023/24
- Annual Return 2023/24 – Annual Internal Audit Report

Documents had previously been circulated and The Clerk outlined the process of how the accounts had been internally audited. Recommendations made by the Internal Auditor were discussed and the Clerk will report progress in implementing the recommendations to the Finance and Audit Committee.

It was **RESOLVED** that the Finance and Audit Committee would meet on the 2nd Monday of the Month. The Clerk reminded the Finance and Audit Committee members must attend the recommended training and to contact her for further dates.

In addition to the auditing report The Clerk explained that Community Council undergoes an annual review from Audit Wales. This is part of a three-year cycle, and this is the third year in that cycle which sees a comprehensive, in-depth examination of all aspects of accounting.

RESOLVED to approve the Annual Audit for the year ending 31 March 2024.

5. To review and approve Rialtas modules.

- a. Facilities booking
- b. Asset Inventory

Both modules were discussed and **RESOLVED** to implement the use of both modules, but not to include the website integration element of the Facilities booking until the Clerk has reported back to Council regarding renewing the Councils website.

6. To co-opt applicant for Graigfelen Ward

RESOLVED that Jason Price be co-opted on to the council for the Graigfelen Ward.

The Clerk updated Council on other vacancies, 1 vacancy is available of co-option in Vardre Ward, 1 space is available in Graigfelen Ward, awaiting an update regarding if an election has been requested and following no nominations being put forward for the election in the Glais ward new election notices had been issued and displayed.

7. Mobile phone

RESOLVED that the Clerk obtain a sim with enough data for the fete card payments and that further discussion regarding the Clerk having a mobile phone is required.

Meeting ended 7.34pm

Signed _____ Dated _____