CWMDU AND DISTRICT COMMUNITY COUNCIL

CYNGOR CYMUNED CWMDU A’R CYLCH

<http://cwmducouncil.org>

[cwmducouncil@hotmail.com](mailto:cwmducouncil@hotmail.com)

Boat House, Coed-yr-Ynys Road, Llangynidr, Powys. NP8 1NA

**Minutes of a Council meeting 15th June 2023**

**Present**

**Chairman:** John Williams (JDW)

**Councillors:**Selena Clay (SC) and William Forster (WF).

**In Attendance**: Sue Dale (Clerk).

# Apologies: PS, DM, MP, HJ, LD, KL, JJ.

# Declarations of Interest: None

# Internal Auditors Report 2022-23:

Council is in a better place than last year but there is still work to do:

Bank reconciliations need to be evidence during the year, VAT should be claimed annually, budget should be signed by the Chair as well as approved in the minutes, the decision making for the insurance policy needs to be documented more thoroughly. The War Memorial fund is in the current account, an additional, separate, account should be considered for it. Salary should not be paid gross. Asset register should be reviewed and evidenced annually. A summary of the comparative figures at year end should be presented.

# Approving and signing the annual return.

The annual return was approved and signed.

# Recruitment of a replacement clerk.

Clerk to advertise the post in the B&R, adding flexibility to the advert and updating the minimum salary.

# Consideration of a Councillor’s reason for absence.

Clerk to offer the Councillor the chance to resign before the 5th July 2023.

# Health and Safety Policy to be considered.

The H&S group will discuss a OVW template and some other policies to form the text of Cwmdu and Districts new policy to be considered at the 6th of July meeting.

# Any Other Business (for information only).

There being no further business to discuss, the Chairman closed the meeting at 19.53 pm

Thursday 7th July 2023 is the date of the next meeting at Bwlch Village Hall.