



Fishguard & Goodwick Town Council
Cyngor Tref Abergwaun ac Wdig
Town Hall, Market Square, Fishguard SA65 9HE
Neuadd Y dre, Abergwaun, Sir benfro, SA65 9HE
Clerk/Clerc: Ms Rachel Thomson
Tel: 01348 874406
Email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

The **Minutes** of the Governance Committee meeting of the Fishguard & Goodwick Town Council held at 7pm on Tuesday 19th November 2024.
The meeting was multilocational.

Clerk: *Rachel Thomson*
Rachel Thomson

Cllr McCarney was in the Chair

Before Town Council business commences, the public session offers members of the public, the opportunity to **comment on items on this agenda, or to bring concerns to the Council**. Members of the public will be limited to three minutes for their comments or question.

Minutes

STANDING ORDERS WERE ADOPTED

1. **Apologies.**

To formally record apologies for absence and to record the attendance of Town Councillors.

Present: Cllrs McCarney, Morgan, Tyrell, Allison, Murphy and O Davidson (online).
Apologies received: Cllr Hughes (holiday), it was resolved to accept this apology.

2. **Declarations of interest.**

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.
None declared.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on 15.10.2024 as a true and accurate record of the meeting.

It was resolved to accept the minutes as a true and accurate record. Proposed Cllr Morgan, seconded Cllr Murphy, unanimous.

4. **Clerks report.**

The Clerk raised the subject of the need of a Freedom of Information Policy, having been advised by One Voice Wales that the Council is bound by the law. The Clerk proposed that a link on the website to official guidance might be more appropriate. One Councillor felt this was not satisfactory, there should be official guidance for Councillors to follow. It was agreed that the Councillor would produce a document for the Clerk to review for the next meeting of the Governance Committee.

5. **Grant Policy.**

Annual Review of existing policy: Review the previously agreed amendments

actioned by the Clerk to the grant policy and the grant application form. Resolve any further amendments prior to consideration by the Full Council.

Subject to one agreed addition to the policy, it was resolved to recommend to the Full Council that this policy be adopted. Proposed Cllr Allison, seconded Cllr Murphy,

unanimous.

6. Financial Regulations:

Following receipt of the new model Financial Regulations, review the first draft prepared by the Clerk and resolve any amendments.

The policy was reviewed, and a number of amendments and decisions were agreed on. It was resolved that the Clerk would make the necessary changes prior to it being presented to Full Council for consideration. Proposed Cllr Allison, seconded Cllr Murphy, unanimous.

7. Finance and Governance Toolkit:

Finance and Governance Toolkit prepared by Welsh Government, SLCC and OVV circulated by the Clerk. Following agreement at the previous committee meeting; review Theme E of the Part 1 Health Check, agree comments and action points and resolve that the Clerk will summarise all the comments for the December meeting where any action plan will be considered.

Theme E was discussed, and it was resolved that the Clerk would summarise all the comments from Themes A to E in order to prepare an action plan to present to the Full Council for consideration.

Date of next meeting: Tuesday 17th December 2024.

Meeting Closed: 8.06pm

Signed:

Date:

Position:

Meeting Ref: G/24-11