



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 Fishguard & Goodwick Town Council held at 7pm on Tuesday 20th May 2025.
The meeting was multilocational.

Clerk: *Rachel Thomson*
Rachel Thomson

Cllr S Hughes 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. Election of Chair and Vice Chair:

Election of a Chair and Vice Chair of the Governance Committee for the Civic Year 2025-2026.

Chair: Cllr S Hughes was elected as Chair of the Governance Committee. Proposed Cllr S Hughes, seconded Cllr Murphy, unanimous.

Vice Chair: Cllr Shaw was elected as Vice Chair of the Governance Committee. Proposed Cllr Shaw, seconded Cllr S Hughes, unanimous.

2. Apologies.

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

Present: Cllr S Hughes, Shaw, and Cllr Murphy.

Apologies received: Cllr T Hughes (work), Cllr Davidson (work) and Cllr Churchill (family commitment). It was resolved to accept these apologies.

Absent without apology: Cllr Tyrrell.

3. Declarations of interest.

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.

None were declared.

4. Minutes of the previous meeting

To approve the minutes of the previous meeting, held on 15.04.2025 as a true and accurate record of the meeting.

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

5. Financial Reserves Policy: Annual Review.

Review this policy and resolve recommendation for the Ful Council to adopt at the next available meeting.

It was resolved to recommend the Full Council to adopt this policy. Proposed Cllr Murphy, seconded Cllr Shaw, unanimous.

6. Financial Risk Assessment Schedule: Annual review.

Review and resolve a recommendation for the Full Council to adopt at the next Full Council meeting.

It was resolved to recommend the Full Council adopt this Financial Schedule.

Proposed Cllr Shaw, seconded Cllr Murphy, unanimous.

7. Town Centre & Regeneration Working group (TC&RWG) Terms of Reference: Annual review.

Review and resolve a recommendation for the Full council to adopt at the next Full Council meeting.

It was resolved to recommend Full Council adopt the TC&RWG Terms of Reference.

Proposed Cllr Shaw, seconded Cllr Murphy, unanimous.

8. Twinning Working Group Terms of Reference: Annual Review

Annual review the current policy; agree any amendments prior to recommendation to the Full Council to adopt.

It was resolved to recommend Full Council adopt the Twinning WG Terms of reference, and to review after the twinning process has been completed. Proposed Cllr Murphy, seconded Cllr Shaw, unanimous.

9. Democratic Health Proposal: Cllr Hughes

Review the proposal prepared by Cllr Hughes and resolve to agree any amendments and also any action points to recommend to the Town Council for consideration.

Due to the small number of Councillors present to discuss this proposal, it was resolved to revisit this item at the next meeting of the Governance Committee.

Proposed Cllr Shaw, seconded Cllr Murphy, unanimous.

10. Finance and Governance Toolkit:

Finance and Governance Toolkit prepared by Welsh Government, SLCC and OWW circulated by the Clerk. Continue with the Self-Assessment, Councillor led part of the Toolkit and resolve the next steps by considering and completing Theme D.

Due to the small number of Councillors present to discuss this item, it was resolved to revisit at the next meeting of the Governance Committee. Proposed Cllr Shaw, seconded Cllr Murphy, unanimous.

Date of next meeting: Tuesday 17th June 2025.

Meeting Closed: 7.09pm

Signed:

Date:

Position:

Meeting Ref: G/25-05