



Minutes of Meeting of the Finance and Compliance Committee held on 18 September 2023 at 6.30 pm Hybrid Meeting at the Ostreme Centre and via Zoom

Councillors Present: Ian Scott (Chair), Rebecca Fogarty, Phil Keeton and Will Thomas

Officers Present: Kerry Grabham - Clerk and Ian Hughes - Committee Support Officer and Paul Beynon - RFO

FI2309-01 Apologies: Francesca O'Brien, Angela O'Connor and Carrie Townsend Jones

FI2309-02 Declarations of Interest
None

FI2309-03 Minutes of the Previous Meetings of the Committee

RESOLVED to approve the minutes of the meeting held on 19 June 2023 as a true record.

FI2309-04 Appointment of Vice-Chair

Choice of Vice-Chair discussed.

AGREED that appointment of Vice-Chair be deferred until the October meeting, to provide all committee members with the opportunity of being appointed.

FI2309-05 Budget Monitoring Report to 30/06/2023

Paul Beynon, The RFO, gave a presentation to the committee on an awareness of financial matters relevant to councillors. This included the processes of individual committees being allocated a budget for which they are responsible



for monitoring throughout the financial year. Councillors should refer to spending detailed in spreadsheets prepared on a monthly basis by the RFO. They should question both underspending and overspending of money allocated, by questions (actions) to the RFO and in discussion at monthly committee meetings.

In answer to questions by councillors, Paul Beynon (RFO) explained different budgets including The Contingency Fund and The General Fund. He explained the grant system, in particular the monitoring of grants and having de-briefs after events such as MumblesFest. In addition to de-briefs it is important to demonstrate how money has been spent and the impact of the event on the community.

FI2309-06 Budget 2024/25

Continuing with his explanation of financial issues connected to MCC, Paul Beynon, The RFO, raised awareness of the significance of each committee preparing a budget for 2024/2025. This proposed budget needs to be agreed by Full Council in January 2024, either at the regular monthly Full Council or at a specially convened meeting. The budget would need to be agreed by the committee through the use of Proposal Forms prior to approval being sought by Full Council in January; this would ideally take place at the November Committee Meeting. Councillors made several points including that the Proposal Forms should be as detailed as possible in order to facilitate recommendation by the committee and approval by Full Council. The Development of Ostreme appeared to provide the greatest uncertainty for future budgeting due to the unknown costings involved.

AGREED that the RFO Paul Beynon together with The Clerk, Kerry Grabham as members of The Ostreme Working Group would liaise with that Steering Group to obtain budgeting figures in relation to Ostreme for the November Committee Meeting. In addition, Paul Beynon to send out Proposal Forms to committee members with a view to budgeting being agreed in November.

It was also agreed that 'budgeting' be given a raised priority in the 'running order' of agenda items at future meetings until such time as the budget for 2024/25 is agreed.



FI2309-07 Skate Park Funding

The Chair, Ian Scott set out concerns over lottery funding, these centred on whether the requirements and conditions set as part of lottery funding were being met. A discussion involving the RFO, Paul Beynon revealed that two instalments from the Revenue Funding had already been paid to MCC. It is usual for conditions to be set when large amounts of lottery funding or other grants have been provided. Due to the untimely death of the previous Clerk, the new Clerk, Kerry Grabham was only appointed in July 2023, and she has now organised a steering group involving local partners.

AGREED that the Mumbles Skatepark Steering Group will meet on a regular basis (One meeting having taken place in September and a further one planned for October 2023) and will feedback updates to the committee through The Clerk who is a standing member of the group. The Steering Group will feedback financial and compliance issues to both Full Council and the Finance and Compliance Committee.

Meeting ended 7.22pm