



Minutes of Meeting of the Finance and Compliance Committee held on 15 September 2025 at 6.30 pm Hybrid Meeting at the Ostreme Centre & via Teams

Councillors Present: Rob Marshall (Chair), Martin O'Neill, Ian Scott, Pam Erasmus, Carrie Townsend Jones, Sara Keeton .

Officers Present: Paul Beynon – RFO and Ian Hughes – CSO

FI2509-01 **Apologies:** Cllrs Tim Zhou and Phil Keeton

FI2509-02 **Declarations of Interest:** Cllr Sara Keeton whilst not declaring an interest wished to note that the 'Tradition of the Mari Lwyd' (Agenda item **FI2509-09**) will be connected with West Cross Community Centre.
The Chair, Cllr Marshall declared a personal interest in the 'Tradition of the Mari Lwyd' (Agenda item **FI2509-09**), and the two Mumbles Traders grant applications (**FI2507-09** and **FI2508-09**), as representatives/applicants from these groups are known to him.

FI2509-03 **Minutes of the Previous Meeting of the Committee**
To approve the minutes of the meeting held on 21st July 2025 as a true record.

Cllr Townsend Jones highlighted that agenda item **FI2507-09** should reflect that it was resolved that The Clerk should agree the cost and appointment of an internal auditor.

ACTION CSO to amend minutes.

RESOLVED to approve the minutes of the meeting held on 21st July 2025 as a true record subject to the above amendment being made



FI2509-04 Outstanding Actions from Previous Meeting

Outstanding actions outlined by The CSO.

RESOLVED outstanding actions updated, details to be recorded in 'outstanding action' report by CSO.

FI2509-05 Budget Monitoring Reports to 31/07/2025 - Paul Beynon, RFO Reports attached.

Financial reports prepared by RFO Paul Beynon, who had previously circulated reports to councillors. No queries regarding these reports were raised prior to the meeting.

Cllr Townsend Jones noted that the three-year grant allocated to West Cross Youth Club expires this year.

ACTION CO/RFO to remind West Cross Youth Club that a new grant application will need to be made for a further three years.

RESOLVED to approve the above reports

FI2509-06 Budget 2026/27

A discussion took place on potential expenditure for the following financial year. Items included improving the quality of remote facilities for meetings (in particular sound quality) and acquiring new benches/picnic benches.

RESOLVED Individual councillors/officers to submit budget proposal forms within the agreed timetable.

FI2509-07

Mumbles Traders Grant Application Grant Application for £1,595 to contribute towards the Annual Classic Car Show (Mumbles)

The committee discussed the issues connected to this application and whilst the application was submitted prior to the event, greater notice should have been provided by the applicant in order for the matter to be discussed prior to the event taking place.



Committee members had concerns over the lack of detailed information supplied by the applicant in terms of costings and the standard of bank documents provided. The committee believed that whilst a good cause the lack of supporting financial documentation may lead to MCC being compromised in the event of being scrutinised e.g. independent financial auditors.

RECOMMENDED that a Grant Application for £1,595 to contribute towards the Annual Classic Car Show (Mumbles) be declined

FI2509-08

Mumbles Traders Grant Application Grant Application for £3,200 to contribute towards The Annual Food and Drink Festival

Prior to this grant application being discussed, The RFO outlined that MCC had received information from the applicant, Paul Whittaker, that due to inclement weather the event, which is the subject of the application had to be cancelled. Unfortunately, a marquee that had been erected for the event had been badly damaged. Mr Whittaker had provided a report and photographs of the damage. The applicant requested that the application be amended to seek a replacement marquee at a cost of £1,019.

The committee were sympathetic to a new marquee being provided but considered that MCC should own it. Whilst the marquee could be loaned to Mumbles Traders, other organisations within MCC should also have access to it.

RECOMMENDED that MCC purchase a marquee on the best value following research by The RFO. The marquee will be available to Mumbles Traders and other community organisations within MCC for their use, free of charge.

From Budget FC1 Small and Medium Grants.

FI2509-09

The Story of Mumbles Grant Application Grant Application for £1,102 to contribute towards resurrecting the Winter Folklore Tradition of the Mari Lwyd in Mumbles.

The committee was generally supportive of this grant however concerns were raised over the unnecessary use of printing and whether the printing of the information sheets would be bilingual.

RECOMMENDED that a Grant Application for £1,102 to contribute towards resurrecting the Winter Folklore Tradition of the Mari Lwyd in Mumbles, be awarded subject to two conditions:-



- The information sheets are provided in English and Welsh
- There is online access to information brochures in a digital format.

In addition the committee recommended that any money raised through the event should be donated to Friends of Oystermouth Castle.

From Budget FC1 Small and Medium Grants.

FI2509-10

Swansea Sea Cadets

Grant Application for £3,000 to contribute towards classroom modernisation.

The Committee were supportive of the application but mindful that the venue for The classroom is not within MCC's area but located in Swansea Marina. Eight of the fifty six cadets reside within MCC and in light of the contribution towards local residents The Committee proposed a partial amount of the grant being awarded.

RECOMMENDED that a Grant Application to Swansea Sea Cadets for £1,000 be made to contribute towards classroom modernisation.

From Budget FC1 Small and Medium Grants.

Cllr Phil Keeton joined the meeting at 7.22pm

FI2509-11

Internal Audit Recommendations

The RFO had circulated the internal audit recommendations prior to the meeting.

The RFO explained that he and The Clerk had examined the report which contained a lot of recommendations. The RFO outlined that two recommendations that he and The Clerk disagreed with, but had not had the opportunity to challenge with the author.

With the committee's agreement The RFO outlined the two contentious recommendations (**6A and 14A**) and these were voted on separately by the committee with the remainder of the recommendations being voted on collectively.

With regard to 6A – tax reclaim VAT, the author of the internal audit report considered that tax returns have implications for previous year's accounts and that by changing the figures which have already gone into audit Wales this will



have implications for previous accounts. The RFO and The Clerk believed that no such implications existed and that the current working practice should continue.

RESOLVED To agree with RFO's recommendation and continue with existing practice and not to adopt auditor's recommendation.

The second contentious area **related to 14 A**, which concerns the payroll entries onto scribe.

The RFO explained that the auditor believed that certain payments including employees National Insurance and pension contributions should be included within MCC costs, whereas he and The Clerk believed them not to be applicable as they are employee costs.

The RFO believed that the only costs relevant for inclusion are the gross salary payments to the employees. Whilst the National Insurance employer's contribution is relevant, the contribution made by the employee is not.

RESOLVED To agree with RFO's recommendation and not include employee contributions within the Scribe system.

RESOLVED With the exception of the proposed recommendations 6A and 14A for MCC to adopt and accept all the recommendations contained within the auditor's report.

Meeting Finished at 7.38pm

Next meeting: 20th October 2025