

MOLD TOWN COUNCIL

Minutes of the meeting of Policy and Audit Committee held at Mold Town Hall and via Video Conferencing on Tuesday 18th March, 2025.

PRESENT:

Councillors: Cllrs Brian Lloyd (Mayor) and Paul Beacher (Deputy Mayor)

Via Zoom: Cllrs Teresa Carberry and Sarah Taylor

Officers: Jo Lane, Town Clerk and Finance Officer

26. APOLOGIES

It was **resolved** that Councillor Sarah Taylor Chair the meeting in the absence of Councillor Pete Dando.

Apologies were received from Councillors Pete Dando (Chair) and Tina Claydon

27. DECLARATIONS OF INTEREST

None.

28. MINUTES

It was **resolved** that the minutes of the Policy and Audit Committee Meeting held on the 21st January 2025 are approved as a correct record.

29. RISK MANAGEMENT STRATEGY

(i) The Town Clerk explained that the new Financial Regulations refer to the Town Council's Risk Management Strategy. As this is not currently in place, the Clerk using model guidance from SLCCC has created a Risk Management Strategy for the Town Council.

Councillor Taylor thanked the Clerk for her work.

It was **resolved** that the Policy and Audit Committee recommend to the Full Town Council the adoption of the new Risk Management Strategy for the Town Council.

(ii) It was **resolved** that the Policy and Audit Committee recommend to the Full Town Council the adoption of the new Operation Risk Assessment for the Town Council.

30. INTERIM AUDIT

The Interim Audit report was **noted**.

The committee discussed the recommendations received from the Internal Auditor.

It was **resolved** that:

(a) The newly adopted Financial Regulations be adapted to include the recommendation from the internal auditor to re-instate 4.2 and 4.8 from the previous Financial Regulations. The adapted Financial Regulations to be presented to the Town Council are the March meeting for agreement.

(b) The Town Clerk to create a budget timetable to be presented to the Town Council for formal adoption at the March Town Council Meeting.

18.12pm: Cllr. Teresa Carberry joined the meeting via Zoom and apologised for her late arrival, explaining that this was due to her attendance at a Flintshire County Council meeting.

31. ASSET REGISTER

The Town Clerk presented the newly updated Asset Register, highlighting the improved layout. The previous register, inherited from a former Clerk, made it challenging to track additions and disposals throughout the financial year. Due to the relocation of the Town Council offices from the Town Hall to No. 10 Daniel Owen Precinct, numerous items have been disposed of this year, either because they were donated due to space limitations or discarded due to being non-functional. Additionally, some assets previously omitted from the register have now been identified and included. A complete inventory has been conducted, and the Asset Register is now fully up to date, with headings revised from room-specific listings to item categories.

The committee noted that the Asset Register includes several low-value items, some worth only a few pounds. A discussion took place regarding the implementation of a minimum value threshold for items to be recorded on the Asset Register.

It was **resolved** to recommend to the Town Council that, moving forward, items valued at less than £100 should be omitted from the Asset Register.

32. DIGITAL HEALTH REPORT

The committee discussed the Digital Health Report and identified several areas requiring improvement. It was noted that there are similarities between the Digital Health Report and the Finance and Governance Toolkit for Community and Town Councils.

The committee **resolved** to recommend to the Town Council that the Digital

Health Report be reviewed alongside the Finance and Governance Toolkit by the newly established working group.

33. CORE OPENING HOURS FOR THE NEW TOWN COUNCIL OFFICES

The committee considered the report submitted by the Town Clerk, engaging in a detailed discussion where various viewpoints were shared. Given the nature of the decision and the differing opinions, it was **resolved** to refer the matter to the full Town Council for further discussion and a final decision.

The meeting closed at 18.35pm

SUMMARY OF DECLARATIONS MADE BY MEMBERS IN ACCORDANCE WITH MOLD TOWN COUNCIL'S CODE OF CONDUCT

POLICY & AUDIT COMMITTEE	DATE: 18.03.25
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MEMBER	ITEM	MINUTE NO. REFERS
None		

WORD/MINUTES/COMMITTEE/POLICYAUDIT

Chairman's signature: Date: