Clerk / Responsible Financial Officer: Mrs Susan Rodaway

**EXTRAordinary meeting of Mawr Community Council (MCC)**

**Held remotely via Zoom on Friday 28th July 2023 at 7.00 pm.**

**MINUTES**

**PRESENT**: Cllr. L. Frame (LF), Cllr. C. Williams (CW), Cllr. M. Davies (MD), Cllr. D. James (DJ),

**APOLOGIES**:Cllr. V. Morgan-Beattie (VMB)

**Declarations of Interest***None*

1. **2023/90 Admin**
	1. **To agree new dates for Summer Play Club.***Proposer: MD; Seconder: DJ; Agreed: All.*
2. **2023/91 Finance**
	1. **To approve restated asset register for 2021/22.***The Clerk explained as the Council had updated the Assest Register for 2022/23, it is necessary to “restate” the 2021/22 for the internal and external audits.**Proposer: MD; Seconder: DJ; Agreed: All.*
	2. **To receive Internal Auditor’s Report.***Deferred to next meeting due to lack of available information.*
	3. **To approve Annual Governance Statement.***Deferred to next meeting*
	4. **To agree to submit audit documents to Audit Wales for external audit.***Deferred to next meeting*
	5. **To approve event insurance for Summer Play Club***Cllrs agreed to give plenary powers to the Chair, along with any other Cllr and the Clerk to approve additional cover if necessary.
	Proposer: DJ; Seconder: MD; Agreed: All.*
3. **2023/92 Estates and Health & Safety**
	1. **To receive quotes for electrical work at Felindre Welfare Hall and appoint contractor.***Deferred to a later meeting.*
	2. **To receive quotes for valuation of all three halls for Insurance purposes and appoint a contractor.***The Clerk presented 3 quotes:
	i) £250 incl.VAT per hall
	ii) £300 + VAT per hall**iii) £500+VAT per hall
	Cllrs selected contractor i)
	Bennett Morgan Chartered Surveyors
	Proposer: MD; Seconder: DJ; Agreed: All.*

**2023/93** *Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
Proposer: MD; Seconder: CW; Agreed: All.*

1. **2023/94 To agree appointment of Summer Play Club Leader and Workers.***Cllrs discussed applicants and agreed to appoint them all.
Proposer: CW; Seconder: DJ; Agreed: All.*
2. **2023/95 To discuss and agree action regarding staff overtime claim.***Clerk informed Cllrs advice had been received from a legal adviser for a claim to be submitted. The insurance company are reviewing the claim.*