



Cyngor Tref Rhydaman
Ammanford Town Council

**Minutes of FINANCE COMMITTEE MEETING of Ammanford Town Council
held on 23rd June 2025 in Ammanford Town Hall and via MS
Teams**

**Meeting commenced at 6pm.
The Chair, Cllr Calum Higgins, presided over the meeting.**

Present:

- Cllr Heulwen Howells (Mayor)
- Cllr Calum Higgins (Deputy Mayor)
- Cllr Colin Evans
- Cllr Llio Davies
- Cllr Anthony Jones
- Cllr Deian Harries
- Cllr Emyr John
- Cllr Clare Hope

Also Present:

- Mrs Sara Murray – Interim Clerk
- Ms Jayne Grazette – Interim Deputy Clerk & Responsible Financial Officer (RFO)

1. Apologies for Absence

No apologies received

2. Declarations of Interest

No declarations given

3. Appointing a Chair of the Finance Committee 2025-2026

It was resolved that Cllr Calum Higgins be appointed chair of Finance Committee 2025-2026

Cllr Anthony Jones Proposed
Cllr Heulwen Howells Seconded
All in Favour

4. To receive a Finance update for May 2025

The Interim Deputy Clerk and RFO had presented papers to Council which covered the following

- a. Reconciliation for May 2025
- b. Schedule of Payments May 2025

It was resolved that we look at the payroll functionality with Scribe.

Cllr Claire Hope Proposed

Cllr Colin Evans Seconded

All in Favour

5. To receive a report from the Internal Auditor for 2024-2025

The internal auditors report 2024-2025 was presented to Council.

Cllr Clare Hope queried the internal auditor not mentioning recommendations from Audit Wales report from previous financial years. The Interim Deputy Clerk and RFO advised members that the internal auditor was only looking at financial year 2024-2025.

Resolved to accept Internal Audit Report.

Cllr Calum Higgins Proposed

Cllr Anthoiny Jones Seconded

All in Favour

6. To receive the Annual Return for year ending 31st March 2025

Cllr Anthony Jones proposed that the Annual Return be recommended to Full Council for Approval.

Cllr Anthony Jones Proposed

Cllr Colin Evans Seconded

All in Favour

7. To receive and agree the quote for Council Insurance

Interim Clerk had circulated Insurance renewal for 2025-2026. The Interim Clerk had requested 3 quotations. Only one of the companies has presented a quote, this is a three-year contract that is fixed.

It was proposed by Cllr Clare Hope that the quote was accepted with a check to be made regarding the Key Personal cover.

Cllr Clare Hope proposed

Cllr Anothony Jones Seconded

All in Favour

8. To agree with the schedule for future meetings

It was resolved that future Committee Meetings will be held two weeks prior to Full Council Meeting, on a Monday evening.

The next Finance Committee Meeting will be held on Monday 14th July 2025 at 6pm.

Cllr Calum Higgins Proposed
Cllr Heulwen Howells Seconded
All in Favour

Meeting closed at 19:29.

Signed:

Dated:

Ratified At AGM 18 May 2026

