



CYNGOR TREF PEN-BRE A PHORTH TYWYN PEMBREY AND BURRY PORT TOWN COUNCIL

5th January 2021

Dear Member

You are hereby summoned to attend a meeting of the **Finance, Governance and Personnel Committee** which will be held via Microsoft Teams **at 2pm Tuesday 12th January 2021** for the transaction of the following business:

1. To receive apologies for absence.
2. To receive members' declarations of interest.
3. To confirm the minutes of the Finance, Governance and Personnel meetings held on Tuesday 8th December 2020 (**copy enclosed**).
4. To consider any matters arising from the minutes.
5. Consideration of budget monitoring report (**copy enclosed**)
6. Update on asset transfers.
7. Consideration of 2021/22 budget (**copy to follow**).
8. Consideration of the external auditor report (**copy enclosed**).
9. Update on Financial Risk Assessment.
10. Update on discussions with Internal Auditor.
11. Update on PWLB application.
12. Update on working arrangements.
13. Any referred matters from other Committees.
14. Any other urgent matters at the discretion of the Chair.

In camera - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during 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.

Neuadd Goffa, Stryd Parc-y-Minos, Porth Tywyn, Sir Gaerfyrddin, Cymru SA16 0BN
The Memorial Hall, Parc-y-Minos Street, Burry Port, Carmarthenshire, Wales SA16 0BN
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15. To confirm the minutes of the Finance, Governance and Personnel meetings held on Tuesday 8th December 2020 (**copy enclosed**).
16. Matters arising.
17. To consider schedule of accounts (**copy enclosed**).
18. Consideration of outstanding invoices.
19. Update on staffing issues.

Yours faithfully

Huw Thomas
Town Clerk/Proper Officer

Distribution: **Councillors Linda Edwards, Peter Freeman, John Hedley Jones, David Owens, Andrew Phillips, Hugh Shepardson, Bob Walpole**