

**Pembrey and Burry Port Town Council**

**Special Meeting**

**Thursday 27<sup>th</sup> June 2019**

**Present: Councillor Peter Freeman (Mayor)  
Councillors Richard Adler, Linda Edwards, Shirley Matthews, Lisa Mitchell, David Owens and Moira Thomas.**

**In attendance: Huw Thomas (Acting Clerk and Responsible Finance Officer)**

**Minute taker: Ed Davies (Administrative Assistant)**

**(Senior Citizens Hall 10.20am – 10.30am)**

**Cllr Lisa Mitchell chaired the meeting.**

**1. To receive apologies for absence**

Apologies had been received from Cllrs Amanda Fox, John James, Karen Francis-Morris, Hugh Shepardson, Michael Theodoulou, Bob Walpole and Mary Wenman.

**2. To receive members' declarations of interest in respect of the business to be transacted**

No declarations of interest were made.

**Cllr Peter Freeman arrived at 10.22am and chaired the remainder of the meeting.**

**3. Approval of the 2018/19 Annual Return**

The RFO gave out copies of the Annual Return. He stated that a copy had been sent to the internal auditor on Friday 21<sup>st</sup> June and that they had since confirmed to him that they saw the document as valid and requiring no adjustments. Once the Council gave its approval, he would be submitting it to the Auditor General immediately.

He guided members through the key pages of the document and answered their questions.

All members wished to express their gratitude to the RFO for completion of the Annual Return and for presenting the information in such a complete manner stating it was a useful and thorough document.

Cllr David Owens **PROPOSED** that the document be approved seconded by Cllr Richard Adler.

In the ensuing vote 7 members voted in favour with 0 against and 0 abstentions. It was therefore **RESOLVED** that the Annual Return be approved.

**ACTION: RFO**

The Mayor proceeded to sign the document as requested.