

**HOLYWELL TOWN COUNCIL**

**CYNGOR TREF TREFFYNNON**

Minutes of the **Meeting of the Audit Sub-Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 13 September 2017 at 10.30am.

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PRESENT: Councillor E.B. Palmer (Chairman).  
Councillors: P.A. Johnson and B. Scragg.

APOLOGIES FOR ABSENCE were received from J.M. Johnson (Mayor) and Councillors P.J. McGarry and K. Roberts.

IN ATTENDANCE: J. Baker (Clerk).

A8. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

A9. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minutes, A10 & A11, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted relating to financial management information.

A10. MANAGEMENT ACCOUNTS

The Clerk presented a report to members on the Council’s financial position for the period ending 31<sup>st</sup> July 2017. This was in the form of an income and expenditure account and included a cost projection for the year end. The detail of this account was reviewed and discussed by members, who noted the position reported. Expenditure remained broadly on target to the budget set for the current year.

RESOLVED:

- (1) That the accounts and financial position are presented to the audit sub-committee on a quarterly basis going forward in the agreed format.
- (2) That budget provision be agreed to cover costs associated with the council office improvements, a general events budget for the remainder of this year and costs associated with roadside planters in the Holywell West ward.

A11. BUSINESS PLAN

The Clerk presented a draft business plan for consideration by members. This strategic document provided a framework for the Council's agreed aims, objectives and key priorities for the current year and beyond. The business plan set out the council's vision and linked key tasks with the financial and human resources currently available.

Members considered the draft plan and requested appropriate amendments to the format and content.

RESOLVED:

- (1) That a final draft of the business plan be brought before members to consider for approval and publishing at the meeting of full council on 19<sup>th</sup> September 2017.
- (2) That the Clerk be thanked for the work undertaken on preparing the business plan.

A12. CLOSE OF MEETING

The Chairman closed the meeting at 11.30am.

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Chairman