



1 February/Chwefror 2024

Dear Sir/Madam,

You are summoned to attend a Multi-Location meeting of the **FINANCE, GOVERNANCE & POLICY COMMITTEE** at **6.30 PM** on **WEDNESDAY 7th FEBRUARY 2024**

The meeting will be held remotely, using Microsoft Teams and physically for those who wish to attend the Council Chamber. Councillors have been provided with a link to attend the meeting. If any member of the public wishes to attend the meeting remotely, please contact the Clerk of the Council (by e-mail or telephone) at least 24 hours before the meeting.

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

The agenda for the meeting is set out below and relevant papers are attached.

Gofynnir drwy hyn i chi fynychu **CYFARFOD Y CYNGOR** yn yn Rhith Gyfarfod am **6:30 PM, DYDD MERCHER 7TH CHWEFROR 2024.**

Cynhelir y cyfarfod o bell ar Microsoft Teams. Mae cynghorwyr wedi derbyn dolen i fynychu'r cyfarfod. Os yw unrhyw aelod o'r cyhoedd yn dymuno mynychu'r cyfarfod o bell, cysylltwch â Chlerc y Cyngor (trwy e-bost neu dros y ffôn) o leiaf 24 awr cyn y cyfarfod.

Mae gan aelodau o'r cyhoedd yr hawl i ofyn cwestiynau yng nghyfarfodydd y Cyngor, mae gan aelodau o'r cyhoedd hefyd yr hawl i siarad yn y Gymraeg neu'r Saesneg, cyn belled ag y rhoddir tri diwrnod o rybudd ysgrifenedig o'r cwestiwn i'r Clerc.

Mae agenda'r cyfarfod wedi'i nodi isod ac mae papurau perthnasol ynghlwm.

Yours faithfully/ Yr eiddoch yn gywir

Lisa McMail

Lisa McMail

CLERK TO THE COUNCIL/ CLERC I'R CYNGOR

AGENDA

FINANCE ITEMS

1. **Apologies for absence**
To receive apologies for absence.
2. **Declarations of Interest**
Members to declare any interests in any items on Agenda.
3. **Schedule of Receipts and Payments**
To approve the schedule of receipts and payments for November & December 2023 (attached: page(s) 1 – 6)
4. **Use of Credit Card**
To approve the credit card payments from 10th November to 7th December 2023. (attached: page(s) 7)
5. **Financial Budget Comparison and Earmarked Reserves**
To receive and consider the financial monitoring report and earmarked reserves to the 31st December 2023(attached: page(s) 8 – 13)
6. **Local Voluntary Funding (LVF)**
To approve list of Local Voluntary Funding (table attached: page(s) 14 – 16)
copies of the applications are available on request.
7. **Request for Financial Assistance**
 - (i) To review and consider an increase in the Misc Grants Budget for 2023/24 - Refer to Finance Manager
 - (ii) To receive financial request(s) from the following organisations :
 - (a) Marie Curie Great Daffodil Appeal 2024 attached: page(s) 17 - 18)
 - (b) Sparkle Appeal attached: page(s) 19 – 20)
 - (c) Mums & Daughter’s Project from ABUHB attached: page(s) 21)
 - (d) Torfaen Warriors – Boxing attached: page(s) 22)
8. **GOVERNANCE**
 - (i) Finance & Governance Toolkit
 - (a) To review the outstanding actions for theme A&B attached: page(s) 23 – 24)
 - (ii) To consider the following for submission to Full Council:
 - (a) Standing Orders attached: page(s) 25 – 50)
 - (b) Terms of Reference attached: page(s) 51 – 57)

9. **POLICIES**

To approve the following policies:

- (i) Eye Test Policy attached: page(s) 58)
- (ii) Confidentiality Agreement – Staff attached: page(s) 59 – 60)

Councillors: Lizzie Hunt (Chair) Nick Byrne (Vice-Chair), Jon Horlor, Jon James, Nick Jones, Jonathon Martin, Allan Peplow, Caroline Price, Bob Rogers, Jools Rogers, Chairman (Councillor Matt Ford) and Leader (Councillor Gaynor James) Ex-officio.