

CYNGOR TREF DOLGELLAU

RHYS R. WILLIAMS (BA HONS. GRAD I.C.S.A.)

Clerc i'r Cyngor Clerk to the Council

Tan y Coed
12 Nant y Gader
Dolgellau
Gwynedd LL40 1LB

Terms of Reference – Finance Committee

For a Community or Town Council in Wales

1. Name

The committee shall be known as the Finance Committee of Dolgellau Town Council Community Council.

2. Purpose

The Finance Committee is established to advise and make recommendations to the Council on financial matters, including budgeting, expenditure, income, financial controls, and the efficient use of Council resources.

3. Responsibilities

The Committee shall:

- Review the Council's annual budget and make recommendations to the Council. (ONLY THE FULL COUNCIL CAN ADOPT THE BUDGET)
- Monitor income and expenditure against budget throughout the financial year.
- Review and recommend the annual precept requirement.
- Consider requests for grants, donations, or financial assistance and make recommendations to the Council.
- Review financial regulations and internal control procedures periodically.
- Oversee arrangements for internal and external audit.
- Consider any other financial matters referred to it by the Council.

4. Powers

The Committee is an advisory committee unless the Council has formally delegated specific powers to it under section 101 of the Local Government Act 1972. Any delegated powers must be clearly recorded in the Council's scheme of delegation.

5. Membership

The Committee shall consist of 9 councillors appointed annually by the Council at its Annual General Meeting.

6. Chairing

The Committee shall elect a Chair from among its members annually. In the absence of the Chair, members present shall elect a member to preside for that meeting.

7. Meetings

The Committee shall meet at least quarterly] and additionally as required.

8. Quorum

The quorum shall be 5 members, being at least one-third of the total membership.

9. Reporting

The Committee shall report to the next ordinary meeting of the Council. Minutes or recommendations shall be submitted for consideration and approval where required.

10. Transparency and Conduct

Members shall comply with the Council's Code of Conduct, declare interests as required, and observe the principles of openness and accountability under Welsh local government legislation.

11. Review

These Terms of Reference shall be reviewed annually by the Council and amended as necessary.

To be Adopted by Dolgellau Town Council Council on: July 7,2026

Review date: July, 2027