MAGOR WITH UNDY TOWN COUNCIL
CYNGOR TREF MAGWYR GYDA GWNDY
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Extraordinary Meeting of 10:00 hrs Friday 26th June 2026

Adopted Minutes of above meeting of Magor with Undy Town Council held remotely via Zoom Meetings

Magor with Undy Town Council	In attendance / Apologies /Absent
Mayor, Cllr Frances Taylor (Chair)	✓
Cllr Penny Kirkham	✓
Cllr Victoria Hammett-Johnson	✓
Cllr Paul Cawley (Deputy Chair)	✓
Cllr Dr Mario Bisi	Apologies
Cllr M James	Apologies
Cllr D James	Apologies
Cllr M Boyland	Apologies
Cllr O Hammett-Johnson	✓
Cllr Z Hilton	Absent
Officers	
William Lewis – Clerk/RFO	✓
Rachel Jones – Business Support and Projects Officer	✓
Public attendance	No members of the public were in attendance

10:00am - Meeting was commenced.

36 **Apologies for Councillor absence.**

36.1 To receive and accept any apologies.
Confirmation of apologies from:
Cllr D James
Cllr M James
Cllr Dr M Bisi
Cllr M Boyland

37 **Declarations of Interest**

37.1 To receive any declarations of interest in items on the agenda.
No declarations of interest were received.

38 **Correspondence**

38.1 To note that that associated documents (if available) relative to agenda items has been served upon Council Members and published on Council website.
Members acknowledged receipt of associated document.

39 **Annual Internal Audit 2025/26**

39.1 To consider the report and observations of Internal Audit & Consultancy made following the Internal Audit conducted on 22nd May 2026 and to agree any actions as necessary.

Council received the report of the Internal Auditor and noted that the Internal Audit demonstrated that Council is compliant with all requirements and that there are no incidents of non-compliance.
The office staff were thanked for their due diligence in the preparation work for resultant report.
The Clerk summarised the Internal Auditor Observations and recommendations and that actions to attend to recommendations had been either completed or were in the process of being completed and that the officer comments column required changes to show completions and matters outstanding.
Council agreed that the observations report is a 'living' document which shall be updated when actions are complete and reported to Council as necessary and the Internal Auditor prior to the Interim Audit in November 2026.

Resolution.

The report of the Internal Auditor and his recommendations for remedial actions were acknowledged, accepted and agreed by Council. The Clerk shall report to Council and to the Internal Auditor upon completion of necessary actions.

40 Audit Wales – 2025/2026 – Basic Audit

40.1 To receive Annual Return for the Year Ended 31 March 2026.
Members acknowledged receipt of proposed Annual Return.

40.2 To consider and approve the Annual Governance Statement (Parts 1/2) of Annual Return for the Year Ended 31 March 2026.

Resolution.

Council approved the Annual Return and Sections 1-9 of Annual Governance Statement were agreed as positive for ensuring that a sound system of internal control and preparation of the accounting statements and been achieved.

10:35am – Meeting was concluded