

Abergele Town Council

DRAFT MINUTES

A meeting of the Policy & Finance Committee, held at 8.35 p.m. on Thursday 22nd March 2007 in the Town Hall, Llanddulas Road, Abergele

165/07 **Attendance Register**

The Mayor, Cllr. C.J. MacRae

Cllr. M.D. Bird (Chairman)

Cllrs: G.P. Davies; J.A. MacLennan; D.A. MacRae; R. MacRae; R.M. Medlicott;
R. Peacock; J. Stubbs; K. Sudlow

Mrs C.J. Earley (Clerk)

166/07 **Apologies for Absence**

Cllrs: C.A. Billington; D.A. Byrne; G.R.K. Brown; J.D. Mortimer; B.C. Roberts;
R.G. Waters

167/07 **Disclosure of Interest**

Cllr. M.D. Bird – see Min. 169/07(c)(ii)

168/07 **It was RESOLVED to RECEIVE, APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 15th February 2007**

169/07 **Matters Arising on Those Minutes:**

- a) Min. 99/07(b) –Repair / Renewal of Benches

It was NOTED that letters had been sent to four local carpenter/joiners and that despite this and other efforts over the past six months, only one quotation had been received.

It was RESOLVED not to delay this matter any longer and to ACCEPT the quotation from Henry Edwards of Water Street, Abergele, for the repairs to three benches, using quality hardwood (oak), at a total cost of £842.66, including £250 for labour.

- b) Min. 99/07(c) –Joint Burial Board

Advice received from One Voice Wales and the Society of Local Council Clerks regarding the possibility of the Council's administration assistant working additional hours to take on responsibility for the financial accounting and audited Annual Return for the Joint Burial Board was considered.

It was NOTED with concern that the overall responsibility for the Annual Return would have to fall on the Clerk and that this extra workload does not come within the current job description and would, therefore, be an unfair addition to the Clerk's workload.

Ongoing concerns were also expressed regarding a possible conflict of interest between the two precepting authorities.

It was RESOLVED to write to the Joint Burial Board to inform them that the Council is unfortunately unable to provide the financial assistance requested, due to the existing workload of the Clerk.

c) Min. 99/07(d) - Annual Grants

(i) It was NOTED that acknowledgements of annual grants have been received from the following recipients:

1st Abergele Brownies (including request to visit Town Hall)
Urdd Gobaith Cymru
Urdd National Eisteddfod (2007)

(ii) The following outstanding grants for 2006/07 were considered:

1. Abergele Aelwyd

It was RESOLVED to authorise payment of a grant of £1,000 towards additional equipment and travel costs for the Aelwyd.

2. St. George Parish Church

It was RESOLVED to authorise payment of a grant of £100 towards the costs of maintaining the churchyard.

3. Campaign for the Protection of Rural Wales

It was RESOLVED to subscribe to C.P.R.W., at a cost of £20.

4. St. Michael's Church

It was NOTED that a local council can contribute towards the maintenance of an open churchyard (as detailed in Charles Arnold Baker, Local Council Administration sect. 25.2, page 272).

It was RESOLVED to authorise payment of a grant of £1,000 towards the repairs to the boundary wall at St. Michael's Church.

(iii) It was NOTED that sample grant application forms have now been received from C.V.S.C. and Bay of Colwyn Town Council and that a form will be drafted by the Clerk, for approval by the Council in due course.

d) Min. 99/07(e) – Insurance Renewal

It was NOTED that two quotations had now been received for the renewal of the council's insurance policy and that a third was awaited.

It was RESOLVED to delegate power to the Executive Sub-Committee to consider the quotes received and to choose the most suitable policy for the council for 2007/08.

Correspondence:

a) Wales Audit Office

- (i) A proposal to confirm UHY Hacker Young's appointment as auditor for the foreseeable future was RECEIVED and considered.

It was NOTED that the audit fee for the period 2006-2011 will increase to £875 (for the band £200,000 to £300,000).

- (ii) A copy of the March 2007 Newsletter was RECEIVED.

b) Building Maintenance

In accordance with the Local Government Act 1972 s.100a, Schedule 12A and with Standing Order no.68, it was RESOLVED that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

A confidential file containing a quotation received for the lining of gutters at the Town Hall was RECEIVED and considered.

It was NOTED that the Council's Financial Regulations required three detailed quotations for contracts between £1,000 and £15,000. However, it was recognised that this was not always possible, due to the specialised nature of the work required. The Clerk reported that urgent attempts were ongoing to seek further quotations for the work, but that there were significant concerns about further delays to the work and the worsening of water ingress.

It was RESOLVED to accept the initial quotation received from Tilley Roofing and Cladding, an NFRC member, for the specialist Unifold gutter-lining product, subject to any further quotations being received from the enquiries being made by the Clerk, and to consider as Phase one of this project the whole of the guttering to the Main Chamber.

It was FURTHER RESOLVED to seek quotations for twelve replacement windows for the main chamber and to enquire as to whether the cost of scaffolding required for this work could be minimised by sharing this across the two projects.

The Financial Situation, as at Today, was NOTED :-

	£
Current Account	2,067.83
Monthly Interest Account	<u>81,563.33</u>
TOTAL:	83,631.16
Hall & Development Account	449.77
Hall & Development Reserve	<u>63,512.19</u>
TOTAL:	63,961.96

172/07 **Payment of Accounts**

It was RESOLVED to authorise payment of the accounts, as detailed on Schedule 'A' attached.

The Meeting Closed at 9.10 p.m.

..... Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 22nd March, 2007:

	Chq No:	Total £	Incl. VAT £	Statutory Powers (new or unusual payments)
a) Conwy County Borough Council National Non-Domestic Rates		NIL		
b) Inland Revenue (Salaries)	102815	517.16		
c) Gwynedd Pensions	102816	534.92		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) Petty Cash Imprest Account	102799 102803	50.69 75.06		
f) WNWPO - Stationery & Supplies	102804 102805	13.83 143.00	21.30	
g) Scottish Power - Christmas Lighting 2006	102806	906.07	134.95	
h) Colwyn Link Tape Magazine (March newsletter)	102807	40.00		
i) Bryter Construction - paving for Rock of Peace	102808	135.00		
j) North Wales Newspapers Re: March newsletter delivery	102809 102810	99.77 88.61	14.86 13.20	
k) MSI Alarms Ltd	102811	277.30	41.30	
l) CCBC (Abergele Graphics) - March newsletter	102812	620.00		
m) Plus Publishing - Town Guide	102813	3,454.50	514.50	
n) Travel Claims: Mrs C J Earley - SLCC Conference - Stoke on Trent	102814	59.60		

** Under the Local Government Act 1972, Sect. 137 & 139, the Council can incur expenditure which, in the opinion of the Council, is in the interest of the area or it's inhabitants and will benefit them in a manner commensurate with the expenditure.