

Abergele Town Council

MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 21st June 2007 in Room 4, Llanddulas Road, Abergele

318/07 Appointment of Chairman

Cllr. M. Bird, retiring Chairman, opened the meeting and called for nominations for the office of Chairman for 2007/08.

It was PROPOSED and SECONDED that Cllr. J.D. Mortimer be appointed as Chairman for the ensuing year. There being no further nominations, this was CARRIED and Cllr. Mortimer took the Chair.

319/07 Appointment of Vice-Chairman

The Chairman then called for nominations for the office of Vice-Chairman for 2007/08.

It was PROPOSED and SECONDED that Cllr. K.J. Sudlow be appointed as Vice-Chairman for the ensuing year. There were no further nominations and this was CARRIED.

320/07 Attendance Register

Cllr. J.D. Mortimer (Chairman)

Cllrs: C.A. Billington; M. Bird; D.A. Byrne; J.A. MacLennan; C.J. MacRae; D.A. MacRae; R. MacRae; R.M. Medicott; R.D. Peacock; K.J. Sudlow; R.G. Waters

321/07 Apologies for Absence

The Mayor, Cllr. G.P. Davies

Cllrs: G.R.K. Brown; J.E.H. Pitt; B.C. Roberts; J. Stubbs

322/07 Disclosure of Interest

Cllr. M. Bird – see Min. 326/07(b)(i) and (ii)
Cllr. C.A. Billington – see Min. 326/07(b)(ii)
Cllr. J.A. MacLennan – see Min 326/07(b)(ii)
Cllr. R.M. Medicott – see Min. 326/07(b)(ii)
Cllr. R.D. Peacock – see Min. 326/07(b)(ii)
Cllr. K.J. Sudlow – see Min. 326/07(b)(ii)
Cllr. R.G. Waters – see Min. 326/07(b)(ii)

323/07 Visitor to the Council

- a) The Internal Auditor, Mr. David Shaw, was welcomed to the meeting and he gave a brief presentation on the Internal Audit and Statement of Accounts for 2006/07.

Members were then invited to ask questions regarding the statement of accounts, annual return and internal audit and questions were asked regarding bank charges and the amount of funds held in reserves.

It was NOTED that the Council's policy on reserves is included in the supplementary sheet to the Annual Return.

It was RESOLVED to accept and authorise the signing of the Statement of Accounts, as presented by the Clerk and Responsible Financial Officer.

- b) Members then confirmed the summary Statement of Accounts, as detailed in Section 1 of the Annual Return.

It was RESOLVED to authorise the signing of Section 1 of the return.

- c) Finally, Members considered and completed the Annual Governance Statement, as detailed in Section 2 of the Annual Return.

It was RESOLVED to authorise the signing of Section 2 of the return.

- d) Publication of Accounts

It was NOTED that the notice detailing the electors' right to inspect the accounts and related documents had been posted on the Council's notice board.

The Internal Auditor, David Shore, confirmed that this was considered adequate publicity and it was not necessary to also publish an advertisement in the local press.

It was FURTHER NOTED that the Annual Return, once audited, would be posted on to the Council's internet site.

324/07 **Minutes**

It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 17th May, 2007.

325/07 **Matters Arising on Those Minutes:**

- a) Min. 267/07(a) –Repair / Renewal of Benches

It was reported that the five benches in the children's play area in Pentre Mawr Park were in a very poor condition, with four being badly damaged.

It was NOTED that C.C.B.C. will be replacing these.

It was FURTHER NOTED that a bench in St. George had been damaged by a vehicle and was beyond repair.

Due to concerns about confidentiality, it was RESOLVED to DEFER any further discussion on this item to the end of the meeting.

b) Min. 267/07(c) –Hanging Baskets and Flower Planters

- (i) It was NOTED that a list of locations and a letter of thanks has been received from the Association of Traders for the funding for 60 hanging baskets, which were delivered on 14th June.
- (ii) It was NOTED that the new Town Hall planters had been filled by C.C.B.C. and that a note of thanks had been sent by the Clerk.
- (iii) Members considered a proposal by Cllr. J.A. MacLennan that the flower bed at the junction of Sea Road / Market Street be re-instated.

It was NOTED that C.C.B.C. had no objections to the bed being re-instated, but that the Town Council would have to pay for this work.

It was RESOLVED to seek quotations.

c) Min. 267/07(d)– Abergele Youth Action Reaching Out Project

A letter of thanks was RECEIVED.

d) Min. 222/07 - Building Maintenance

- (i) It was NOTED that the Unifold gutter lining product had not been received in time for work to commence prior to 4th June.
- (ii) It was NOTED that the internal plaster had been inspected by a local building contractor and had been confirmed as safe prior to the commencement of the inquest.
- (iii) The Clerk gave a brief update, confirming that the anticipated start date for the gutter lining work was now either the 2nd or 9th July.
- (iv) The Clerk also reported that a leak had been found by the skylight outside Room 5. This had been inspected by a local roofing contractor and was also thought to be caused by leaking gutters.

As the gutters to this section of roof were shared with the police station next door, the Clerk had met with the Buildings Maintenance Manager for North Wales Police earlier this morning to discuss the work required.

It was RESOLVED to seek a joint quotation for the re-lining of this section of guttering from a contractor previously used by the police.

- (v) Members received and considered further details from D.B.P. regarding the new opening mechanisms required for the four opening windows in the main chamber.

The revised quotation for £3,571.04, plus VAT, was accepted and it was RESOLVED to proceed with this work as soon as possible after the gutters had been re-lined, with any excess expenditure over the £7,500 allocated in the budget for gutters and windows to come from the Hall & Development Reserve.

Correspondence:

a) Clwyd Community Chest

(i) **It was RESOLVED to renew membership of Clwyd Community Chest for 2007/08, at a subscription of £50.**

(ii) It was NOTED that the AGM is to be held on Thursday 19th July, 2007 and a copy of the notice has been sent to The Mayor, Cllr. G.P. Davies, as representative of this council.

b) Grant Applications 2007/08

(i) Members received and considered urgent applications for funding from the following organisations:

1. International Sheep Dog Society – 2008 International Sheep Dog Trials

- Cllr. M. Bird declared an interest in this matter, as Secretary of the local organising committee, and he retired from the Chamber.

It was NOTED that the event, to be held in September 2008, would cost approximately £100,000 to stage and would bring up to 10,000 visitors to area, along with television coverage. Members felt that this would be good for the local area.

It was FURTHER NOTED that initial funding of £18,000 was required as soon as possible, to assist to raise the remainder of the funds required.

It was RESOLVED to make a donation of £5,000 towards the staging of this event, with the funds to come from the Council's general reserve (as an urgent and unforeseen item of expenditure).

2. Betws yn Rhos Football Club

It was RESOLVED to decline this request for funding, as the club is based outside this Council's area and funds are already given annually to assist the local junior football club.

(ii) Annual grants to Schools

The payment of annual grants to the Primary schools for 2007/08 was considered. The Clerk reported on the amounts due to each school, using the previously approved formula based on a lump sum of £500 per school and the remaining £8,000 allocated according to pupil numbers as at January 2007.

- The following Members declared an interest, as governors of the schools, and withdrew from the vote on their individual schools:

Glan Gele: J.A. MacLennan; R.R. Medlicott; K.J. Sudlow; R.G. Waters

Glan Morfa: R.G. Waters

St. Elfod: R. Peacock

St. George: C.A. Billington; M.Bird

It was unanimously RESOLVED to make the following payments to the Primary schools for 2007/08, based on the approved formula:

1. Glan Gele	£2,960	(239 pupils)
2. Glan Morfa	£1,890	(135 pupils)
3. St. Elfod	£3,835	(324 pupils)
4. St. George	£1,315	(79 pupils)

It was FURTHER RESOLVED to recommend to the Estimates Sub-Committee that the annual grants to the schools is increased to £15,000 for 2008/09.

c) B.T. Business Account

It was NOTED that an additional charge of £4.50 will be applied by BT from July to each quarterly bill (for processing of payment by cheque).

Members considered a recommendation by the Clerk to apply for 'OneBillPlus', which would amalgamate the three individual bills and would not incur this additional charge.

It was RESOLVED to accept the recommendation of the Clerk.

d) Standard Life – Rate change notification

It was NOTED that the savings rate applicable to the Hall & Development Reserve has recently been reviewed and increased to 4.93% gross, following recent rises in the Bank of England base rate.

e) Staff Overtime

It was RESOLVED to authorise payment for up to 12 hours of overtime for the Caretaker / Cleaner, due to the additional work required during the current inquest, and to pay this at the enhanced rate of double time.

327/07 **To Note the Financial Situation, as at Today :-**

	£
Current Account	9,297.60
Monthly Interest Account	<u>101,180.78</u>
TOTAL:	110,478.38
Hall & Development Account	452.93
Hall & Development Reserve	<u>64,249.92</u>
TOTAL:	64,702.85

328/07 **Payment of Accounts**

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

329/07 **Deferred Business - Damaged Bench**

In accordance with the Local Government Act 1972 s.100, 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 short discussion took place regarding a bench in St. George, which had been damaged by vehicle impact.

It was RESOLVED to seek a quotation for a new bench, of a similar design, whilst further enquiries were made regarding the cause of the damage.

The Meeting Closed at 9.05 p.m.

..... Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 21st June, 2007:

	Chq No:	Total £	Incl. VAT £	Statutory Powers (new or unusual payments)
a) Salary payments	BACS	2403.86		
b) Inland Revenue (Salaries)	891	787.02		
c) Gwynedd Pensions	892	546.12		
d) Conwy County Borough Council National Non-Domestic Rates	DD	549.00		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) Petty Cash Imprest Account:	888	118.81		
f) G.P. Davies - Mayor's Allowance 2007/08	871	2,000.00		
g) C J Earley - planters for Town Hall (Tal Goed)	872	157.96		
h) C J Earley - bouquet for Retiring Mayoress (Hillarys)	874	25.00		**
i) Travel Claims: D A Byrne (meeting 23/5 -St Asaph)	875	6.40		
j) John Griffith - Translation work (May)	876	217.69		
k) Thomas Fattorini - Civic Regalia:				**
Bar for past mayor's medallion	877	49.77	7.42	
40" Sterling silver chain & finishing work	878	1,725.13	256.94	
Case for above	879	198.23	29.53	
l) Colwyn Link Tape Magazine for the Blind	880	40.00		
m) Garden Pride - grounds maintenance (May)	881	132.00		
n) Firemaster - annual extinguisher servicing	882	74.03	11.03	
o) North Wales Police: Heating Engineer recharge 2006/07	883	153.42		
p) WNW - stationery	884	63.07	9.39	
q) N W Newspapers - newsletter delivery Pensarn	885	99.77	14.86	
Newsletter delivery Abergele	886	88.97	13.25	
r) Staples - toner and memory stick	887	132.97	19.80	
s) Signs of Distinction - large colour logo	889	45.00		
t) C.C.B.C. - Newsletter printing	890	687.50		

** 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.