

Abergele Town Council

MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 24th January 2008 in the Town Hall, Llanddulas Road, Abergele.

657/07 Attendance Register

The Mayor, Cllr. G.P. Davies
Cllr. J.D. Mortimer (Chairman)
Cllrs: M. Bird; G.R.K. Brown; A. Lloyd-Roberts; D.A. MacRae; R.M. Medicott;
R.D. Peacock; K.J. Sudlow (see Min. 662/07); R.G. Waters
Mrs C.J. Earley (Clerk)
Members of the Public

658/07 Apologies for Absence

659/07 Disclosure of Interest

Members were reminded that they must declare the **existence** and **nature** of their declared interests (using the form provided for this purpose).

Cllr. M.Bird and G.R.K. Brown declared an interest in Agenda item 12 – Quotations to be considered (see Min. 668/07(a))

660/07 Minutes

It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 20th December 2007.

661/07 Matters Arising on Previous Minutes:

a) Min. 447/07 – Risk Management

- (i) A copy of the updated list of action points for 2007/08 was RECEIVED from the Clerk.
- (ii) The Clerk then gave a brief report on the CCBC Risk Assessment training course, attended on 15th January 2008. It was NOTED that the Clerk had received new forms to assist with undertaking and recording Risk Assessments and that these would be implemented in 2008.

b) Min. 509/07(b) & 577/07(e) – Design a Light Competition

- (i) It was NOTED that the entries have now been collected from the three schools and that these will be judged by the Christmas Decorations Sub-Committee with assistance from Blachere Lighting, if required.
- (ii) It was FURTHER NOTED that prizes have now been purchased for the individual winners from each school.

- c) Min. 575/07 – Traffic Calming Measures for Pentre Mawr Park
- (i) A brief reply from Peter Barton-Price regarding the request for information on possible traffic calming measures for the park was RECEIVED and NOTED.
 - (ii) A response from Highways to the request from the Clerk for assistance and advice on a possible traffic calming scheme for the park was RECEIVED.

Members were very disappointed with the lack of any offer of assistance from the Highways Department for work which is to be funded by this Council.

The Clerk informed Members that the Council's power to fund traffic calming measures came from the Local Government and Rating Act 1997 s.30, which states that a local council can contribute to the Highway Authority's expenses in providing them. The assistance of the Highways department in drawing up and arranging any scheme is therefore a necessity.

It was RESOLVED to write to the Highways Department (with copy to the Chief Executive) to request that an officer attends a future meeting of the Council, giving details of the above concerns.

662/07 **Correspondence:**

- Cllr. K.J. Sudlow retired from the meeting during this item.

- a) Gwynedd Pension Fund – Draft Funding Strategy

A letter about Deficit Recovery Periods and Phasing in of Contribution Rises was RECEIVED.

It was NOTED that contribution rises are likely to be phased in over three years, at 19.8%, 20.3% then 20.7% and that this will be confirmed in due course.

- b) Budget Monitoring Report

Members RECEIVED the quarterly budget monitoring report for the period ending 31st December 2007.

- c) Conwy District CAB

A request from CAB for funding towards additional service provision in 2008/09 was RECEIVED and NOTED.

- d) It was NOTED that copies of the following documents have been received and are available from the Clerk:

(i) Letter of thanks for grant funding from Gwrych Explorer Unit, Abergele

(ii) Copy of 50 Year Commemorative booklet from Ysgol Glan Morfa, which includes a full page advertisement for Abergele Town Council.

e) Grant Applications

Applications from the following groups were RECEIVED and considered:

(i) Conwy Whales Swimming Club

It was RESOLVED to make a donation of £50 in 2007/08 towards the running costs and gala night expenses and to send an application form to apply again in 2008/09.

(ii) Llandrillo College International Baccalaureate Students

It was RESOLVED to contribute £200 towards the expenses of a team of students (including four from Abergele) attending the national final of the European Youth Parliament in Durham in September.

(iii) The Royal Welsh Agricultural Society Ltd

It was RESOLVED to reply requesting further details of sponsorship opportunities and events.

663/07 **Abergele Joint Burial Board** – Cllr. R.G. Waters

The Council was asked to consider whether it would be prepared to release the Administrative Assistant for a few hours each month to assist with the administrative work of the Joint Burial Board, to include preparation of annual estimates, financial monitoring and audit (in the capacity of Responsible Financial Officer) and the preparation of the summons, agenda and minutes of meetings. The cost of any time worked to be re-charged to the Joint Burial Board.

Members considered previous advice received from Advisors from One Voice Wales and the Society of Local Council Clerks.

It was RESOLVED to refer this matter to the Staffing Sub-Committee for further detailed consideration.

664/07 **Minutes**

The Minutes of the following Sub-Committees were RECEIVED:-

- a) The Newsletter Sub-Committee, held on 15th January 2008

665/07 **Matters Arising on Those Minutes:**

- a) Min. 640/07(a) – Printing

It was RESOLVED to ENDORSE the decision of the sub-committee to use a different printer for the March issue of the newsletter, on a trial basis for one issue only.

- b) Min. 640/07(b) – Future Content

It was NOTED that an item will be included in the next issue to encourage local sports and youth groups to submit articles.

c) Min. 641/07 – Budget 2008/09

It was NOTED that the sub- committee will require a total budget of £5,000, less £1,200 anticipated advertising revenue, for the production and delivery of four bi-lingual issues of the newsletter during 2008/09.

d) Min. 642/07 – Town Map

It was NOTED that an order has not yet been submitted for a new notice board for the town map (as approved by this Committee on 22.11.2007 – Min. 577/07(d)). This has been deferred to allow additional time to find out more about an alternative aluminium coated board product, which would not need an a separate display cabinet.

e) Min. 644/07 – Terms of Reference

It was RESOLVED to DEFER the approval of the draft Terms of Reference for the Newsletter Sub-Committee, as detailed in Schedule 'A' of the Minutes, and to ask the sub-committee to consider more fully the bi-lingual provision to fully comply with the requirements of the Welsh Language Act, wherever possible.

666/07 **To Note the Financial Situation, as at Today :-**

	£
Current Account	5,152.52
Monthly Interest Account	84,323.69
High Interest Bond	<u>30,000.00</u>
TOTAL:	119,476.21
Hall & Development Account	460.50
Hall & Development Reserve	<u>66,180.46</u>
TOTAL:	66,640.96

667/07 **Payment of Accounts**

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

668/07 **Confidential Business**

It was RESOLVED, in accordance with the Public Bodies (Admission to Meetings Act) 1960 and with Standing Order no.68, in view of the confidential nature of the business about to be transacted, that it was advisable in the public interest that the press and public be temporarily excluded for the following agenda item:

a) Quotations to be Considered

- Cllrs. M. Bird & G.R.K. Brown declared a personal interest, as close personal associates of one of the people submitting a quotation, and retired from the meeting. Members then considered three quotations received for the construction of a secure compound to house the wheelie bins.

It was RESOLVED to omit the most expensive quotation and to accept the quotation from J & K Property Services, by a majority of 4 votes to 2.

The Meeting Closed at 8.15 p.m.

..... Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 24th January, 2008:

	Chq No:	Total	Incl. VAT	Statutory Powers
		£	£	(new or unusual payments)
a) Salary payments	BACS			
b) Inland Revenue (Salaries)				
c) Gwynedd Pensions				
d) Conwy County Borough Council National Non-Domestic Rates	DD	549.00		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) University of Gloucestershire - Clerk's Training	DD	132.00		
f) Petty Cash Imprest Account				
g) Staples - toner cartridge	103065	69.99	10.42	
h) Shaw & Sons Lts - Book	103066	22.50		
i) E.N. Roberts - Main Chamber Wall repairs	103067	310.20	46.20	
j) Reimburse Clerk re: training weekend at the University of Gloucestershire (1st / 2nd Feb): Mielage claim (363 miles) Hotel and evening meal	103068	145.20 84.95		

** 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.