

# Abergele Town Council

## MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 18<sup>th</sup> December in the Town Hall, Llanddulas Road, Abergele.

### 412/08 Attendance Register

The Mayor, Cllr. R.D. Peacock

Cllr. B.C. Roberts (Vice-Chairman)

Cllrs: M. Bird; M. Bond; G.P. Davies; D.A. MacRae; R.M. Medicott; P.D. Meredith; J.D. Mortimer; B.C. Roberts; S. Rowlands; T. Rowlands; J. Stubbs; R.G. Waters;

A. Wood

Mrs C.J. Earley (Clerk)

Mrs J.A. Roberts (Clerical Assistant)

### 413/08 Apologies for Absence

Cllrs: J.E.H. Pitt; K.J. Sudlow (Chairman)

### 414/08 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).

None were declared.

### 415/08 Christmas Window Competition

**It was RESOLVED to DEFER this item of business until later in the meeting, to await the arrival of the winners.**

### 416/08 Minutes

**It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 20<sup>th</sup> November 2008.**

### 417/08 Matters Arising on Previous Minutes:

#### a) Traffic Calming – Pentre Mawr Park

(i) It was NOTED that details of the tenders now been received and evaluated by the Engineering & Design Service, CCBC.

(ii) **It was RESOLVED to accept the recommended tender of £10,416.89, which includes a £2,000 ‘day work’ item for any unforeseen work, but excludes the £2,000 design and supervision fees.**

(iii) **It was RESOLVED to authorise the Clerk to sign the relevant contract documentation, as the Proper Officer of the Council.**

b) Abergele Carnival – request for financial support – Min. 281/08(a)

A copy of the Minutes of the Annual General Meeting held on 19<sup>th</sup> November were RECEIVED and a brief verbal report was given by The Mayor, Cllr. R.D. Peacock.

It was NOTED that financial accounts had still not been produced for last year's carnival and that there had been no changes to the committee.

**It was RESOLVED to write to the Association to state that, in view of ongoing lack of provision of financial information, despite numerous requests, the Council is unable to assist with making any donation towards the event.**

c) Litter Bin Requests

Members considered the list of litter bin requests received from Members and considered which should be pursued under the sponsorship scheme.

**It was RESOLVED to request new bins at the following locations:**

- Near the Trawlerman Fish & Chip shop (Bridge Street)
- Sea Road – near the bridge, on the park side
- At the bottom of Church Walks, near the Jolly Fryer

**It was FURTHER RESOLVED to request that:**

- One of the two bins by the George & Dragon is moved down to near the Kebab House.
- The bin by the bus stop near Somerfield, Pensarn is repaired (no inner liner).

d) Annual Grants – Min. 353/08(g)

It was NOTED that all the approved grants have now been distributed and that letters of thanks have been received from the following recipients:

Wales Air Ambulance  
Cymdeithas Emrys ap Iwan  
Canolfan Dewi Sant Centre  
Abergele Stroke Club  
Normandy Veterans Association  
Tŷ Gobaith  
Abergele Rangers U12s

e) Council's Reserves – Min. 353/08(h)

Members received and considered up to date information regarding alternative rates available from various Banks and Building Societies, following the recent further cut in the Bank of England base rate.

**As there was not much difference between the rates on offer, it was RESOLVED to leave the reserves where they are.**

418/08 **Deferred Item – Christmas Window Competition**

The Chairman invited The Mayor to make the presentation to the winners of the 2008 Christmas Window Competition.

The winners were announced, as follows:

- (1) Star Video
- (2) Hillary's Florist
- (3) Cariad Bride

It was NOTED that the judges had decided to award a further four certificates for 'Commended' window displays.

419/08 **Correspondence:**

The following items of correspondence were RECEIVED and considered:

- a) Funding for Barriers for Pensarn Promenade Car Park

A suggestion from Cllr. D. Holland that the £11,000 of Section 106 monies he had hoped would be made available for the first phase of installation of height barriers at Pensarn Promenade is instead used towards one of this Council's current projects in Pentre Mawr Park. This could then release £11,000 from this Council's budget for 2008/09 towards providing the barriers.

**It was RESOLVED to suspend Standing Orders to allow Cllr. Holland to address the Council.**

Cllr. Holland explained that the height barriers for the Promenade car parks did not meet the conditions set for use of S.106 monies and that these funds could only be used for improvements to public open spaces, such as parks and play areas.

**After a brief discussion, it was unanimously RESOLVED to accept the proposal that CCBC contributes £11,000 towards either the traffic calming scheme or the floodlights in Pentre Mawr Park and that, once these funds have been received, this Council would then commit the amount received towards the first phase of the installation of height barriers for Pensarn Promenade.**

**It was then RESOLVED to re-instate Standing Orders.**

- b) Request to use Council Logo

Members considered a request by Eric Campbell for the Abergele Men's Football team to use the Town Council's logo as a badge on their shirts.

**After some discussion, it was RESOLVED to agree to this request, subject to the following conditions:**

- (i) **That the Clerk confirms with the College of Arms that permission is able to be given for such use.**
- (ii) **That the rights of use are not exclusive.**

- (iii) **That the logo cannot be altered in any way.**
- (iv) **That the Council should not be brought into disrepute in any way.**

c) Society of Local Council Clerks

**It was RESOLVED to authorise the renewal of the Clerk's Membership for 2009 at a cost of £187, plus £50 per annum to be an Associate of the Institute of Local Council Management.**

d) CCBC Summer Playschemes

A report on the summer 2008 play scheme was RECEIVED.

**It was RESOLVED to support the request for continued funding in 2009 of £1,465.**

e) Abergele Town Map

It was NOTED that the amended draft of the Town Map, which is to be displayed in three locations in the town, was on display at the meeting and that any comments, errors or omissions should be notified to the Clerk.

f) Sustaining the Local Government Pension Scheme in England & Wales

Draft proposals for further amendments to the LGPS (introduction of a cost sharing mechanism), to take effect from 1 April 2009, were RECEIVED.

**It was RESOLVED to refer this document to the Local Government Sub-Committee, with any observations to be fed back through One Voice Wales or the Society of Local Council Clerks.**

g) CVSC Small Capital Grants Scheme 2008-2011

Details of the grants, which are available to voluntary groups, community groups or Charities, were RECEIVED.

**It was RESOLVED to include brief details of these grants in the next newsletter and on the Council's website.**

420/08 **Minutes**

The draft Minutes of the following sub-committees were RECEIVED:

- a) The Town Guide Sub-Committee, held on 1<sup>st</sup> December
- b) The Staffing Sub-Committee, held on 8<sup>th</sup> December
- c) The Local Government Sub-Committee, held on 11<sup>th</sup> December

421/08 **Matters Arising on Those Minutes:**

a) Town Guide Sub-Committee

- (i) Tourism Signs – Min. 368/08(a)

It was NOTED that further consideration of improved brown on white tourism

signage and new finger-post type signs has been deferred, pending agreement of the Estimates for 2009/10.

**It was RESOLVED to REFER this matter to the Estimates Sub-Committee for consideration.**

(ii) Town Guide 2009/10 – Min. 369/08

It was NOTED that progress is being made in updating the content of the guide for the new edition.

b) Staffing Sub-Committee

(i) Training & Development – Min. 388/08(a)

It was NOTED that the Clerk hopes to resume her study of Welsh, once she has completed the Certificate in Local Policy.

It was FURTHER NOTED that the Clerical Assistant is receiving training on Agendas and Minute taking, to enable her to cover for the Clerk during periods of annual leave or absence (to include the committee meetings on 19<sup>th</sup> February 2009)

(ii) Extra hours – Min. 388/08(a)

**It was RESOLVED to endorse the recommendation to authorise up to 20 additional paid hours to enable the Clerical Assistant to set up a suitable system for the filing/archiving/disposal of information and to clear a backlog of filing.**

(iii) Annual Pay Review – Min. 389/08

It was NOTED that the annual pay review has been carried out and that the estimated salary costs for 2009/10 will be submitted to the Estimates Sub-Committee

c) Local Government Sub-Committee

**After some discussion, it was RESOLVED to ENDORSE the response of the sub-committee to the Conwy Affordable Housing Delivery Plan consultation, with the addition of a further comment about the use of empty homes (submitted to the meeting by Cllr. R.G. Waters) and a request that the current economic situation be taken into consideration with a requirement for an up to date needs assessment.**

422/08 **The Financial Situation, as at Today, was NOTED :-**

	£
Current Account	7,687.20
Monthly Interest Account	92,429.99
High Interest Bond	0.00
TOTAL:	100,116.19

Hall & Development Account	472.42
Hall & Development Reserve	<u>68,977.94</u>
TOTAL:	69,450.36

423/08 **Payment of Accounts**

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

The Meeting Closed at 8.45 p.m.

..... Chairman

## Abergele Town Council

### SCHEDULE 'A'

Payments authorised on Thursday 18th December 2008:

	Chq No:	Total £	Incl. VAT £	Statutory Powers (new or unusual payments)
a) Salary payments	BACS	2,666.73		
b) Inland Revenue (Salaries)	103314	976.11		
c) Gwynedd Pensions	103315	873.03		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) University of Gloucestershire - Clerk's Training	DD	131.00		
f) CCBC - National Non-Domestic Rates	DD	571.00		
g) Petty Cash Imprest Acc	103316	132.82		
h) D H Window Cleaning Services	103297	20.00		
i) Colwyn Link Tape Magazine (Dec newsletter)	103298	65.25		
j) BT Combined quarterly bill	103299	305.67	45.52	
k) Merlin Lighting - installation contract	103300	4,664.75	694.75	
l) CCBC - barriers for Xmas trees	103301	632.48	94.20	
m) Staples - ink & stationery	103302	118.94	15.73	
n) NWN Media Ltd - Newsletter Delivery	103303	96.60	12.60	
	103304	86.88	11.33	
o) CCBC - Election expenses	103305	3,155.69		
p) Christmas Window Competition prizes:				
Star Video	103306	100.00		
Hillary's florist	103307	50.00		
Cariad Bride	103308	25.00		
q) CPAT - geophysics survey	103309	595.00		**
r) Pennine Tea & Coffee	103310	49.99	1.05	
s) Hywel Evans - newsletter printing	103311	600.00		
t) Canon UK Ltd - copier rental	103312	165.26	21.56	
u) Banner Business Supplies	103313	41.60	5.43	
v) John Ff Griffiths - translation	103317	201.47		

\*\* 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.