

Abergele Town Council

MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 15th October 2009, at approximately 8.00pm (immediately after the General Purposes & Planning Committee), in the Town Hall, Llanddulas Road, Abergele.

254/09 **Attendance Register**

Cllr. K.J. Sudlow, Chairman (in the absence of Cllr. B.C. Roberts)
Cllrs: M. Bond; G.P. Davies; R.M. Medlicott; J.D. Mortimer; T. Rowlands; J. Stubbs;
R.G. Waters; A. Wood
Mrs C.J. Earley (Clerk)

255/09 **Apologies for Absence**

Apologies for absence were received from:
The Mayor, Cllr. D.A. MacRae
Cllrs: J.M.D. Bird; J.A. MacLennan; P.D. Meredith; R.D. Peacock; B.C. Roberts;
S. Rowlands

256/09 **Disclosure of Interest**

Members were reminded that they must declare the **existence** and **nature** of any personal and/or prejudicial interests (using the form provided for this purpose).

257/09 **Minutes**

It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 17th September, 2009.

258/09 **Matters Arising on Previous Minutes:**

- a) Street Scene Sponsorship – Min. 591/08(b)
It was NOTED that two of the new bins requested in March had not yet been provided and one from the George & Dragon has not been re-sited. This is due to be rectified in the next two to three weeks.
- b) Land Adjacent to the Mount – Min. 075/09(a)
 - (i) It was NOTED that the landscaping works have now commenced and a site meeting will be arranged once completed, to include The Mayor, Cllr. D.A. MacRae and Cllrs. S. Rowlands, R.G. Waters and A. Wood.
 - (ii) It was NOTED that the land given to the Council by Stepnell Ltd had not been registered with the Land Registry by the Council's solicitor, Dylan Rhys Jones, and, following the recent closure of his office, the file has been passed to Howell Jones & Co to review and advise what work is still outstanding. It was NOTED that a Land Registry search would be necessary in the first instance, to determine the current status of the land.
It was RESOLVED to authorise the completion of a search and any outstanding work required by Howell Jones & Co, with fees estimated at £250, providing there are no complications.
It was FURTHER RESOLVED that the deeds / land registry certificate relating to land at The Mount and the Town Hall and Council Offices, which have been removed from the strong room at Dylan Rhys Jones' Office, should be deposited with HSBC for safekeeping.

- c) Extra Hours for Filing – Min. 421/08(b)
It was NOTED that the sorting out of archive files is now nearing completion.
It was RESOLVED to authorise up to 20 additional hours for the part-time Administrative Assistant for the completion of this task and to allow the current filing backlog to be brought up to date.
- d) Premises Maintenance – Min. 216/09
- (i) Further information and an updated quotation for the refurbishment of the old Abergele Urban District Council Honours Board and the new half-size Honours Board was RECEIVED and considered.
It was NOTED that only one quotation had been obtained, due to the specialised nature of this work (in gold-leaf).
It was RESOLVED to accept the quotation and authorise work to commence on the refurbished and new boards as soon as possible, with the new board to be constructed with a soft wood frame, painted black to match the old boards.
- (ii) It was NOTED that a second opinion had now been received regarding the suggested repairs, following inspection of the flat roof. The second contractor had advised that repair work to the bubbling sections was not urgent and it may be better to consider planning ahead for re-roofing the whole flat roof at a future date. The contractor had provided an estimate for this work.
It was RESOLVED to DEFER this matter to enable the Clerk to check whether the flat roof had been re-laid when the Council took over the premises in 2002/03.
- (iii) It was NOTED that the two automatic flushing units in the gents' urinals have recently been out of order and estimates for replacement units were RECEIVED and considered.
It was RESOLVED to accept a quotation from N Roberts to supply and fit a new automatic flush system to each of the urinals, at a cost of £360 plus VAT, which will operate automatically each time the tap is used or the toilet is flushed, thus saving water when the facility is not being used.
- e) Annual Grants
Letters of thanks for grants were RECEIVED from:
- (i) MacMillan Cancer Support (re: donation from D Hargreaves from the fee for watering hanging baskets)
(ii) St George School
(iii) Abergele Golf Club
- f) Local Government Pension Scheme – Meeting for Smaller Employers
- A brief written report from the Clerk on the first biannual meeting, held on Monday 12th October, was RECEIVED and NOTED.

259/09

Correspondence:

- The following items of correspondence were RECEIVED and considered:

- a) CCBC Summer Play Schemes
- A summary of attendance figures and a request for continued funding for 2010/11.
It was RESOLVED to refer this to the Estimates Sub-Committee for inclusion in the budget for 2010/11.

- b) Valuation Office Agency
- Notice of review of rating valuation for the Town Hall and Council Offices
It was RESOLVED to authorise the Clerk to check and submit any amendments to the room sizes, with assistance from Cllrs. J.D. Mortimer and A. Wood.
It was FURTHER NOTED that the revaluation was likely to result in a significant increase in the rates payable for 2010/11.
- c) NJC Pay Scales 2009/10
The approved pay scales for 2009/10 were RECEIVED and these would now be implemented, backdated to 1/4/2009.

260/09 **Quarterly Budget Monitoring**
The Clerk gave a brief verbal report on the quarterly budget monitoring report to 30th September 2009, which was distributed to all Members of the Council.
It was NOTED that the projected excess expenditure over income for the year (to come from the general reserve) was currently very close to that approved in the Annual Estimates, although several items in the Community Schemes section of the budget may not be able to be completed during the current financial year (e.g. replacement lamp column scheme).

261/09 **Sub-Committee Meetings**
- The Minutes of the following sub-committee were RECEIVED:
a) The Local Government Sub-Committee, held on 28th September 2009

262/09 **Matters Arising on Those Minutes:**
a) Local Government Partnership Scheme Annual Report 2008-09
It was RESOLVED to ENDORSE the recommendation that the report be received and noted.
b) The response of the sub-committee to the two consultation papers, as detailed in Minutes 222/09 and 223/09, was NOTED.

263/09 **The Financial Situation, as at today, was NOTED :-**

	£
Current Account	3,968.73
Monthly Interest Account	<u>127,124.68</u>
TOTAL:	131,093.41
Hall & Development Account	472.70
Hall & Development Reserve	<u>70,241.10</u>
TOTAL:	70,713.80

264/09 **Payment of Accounts**
It was RESOLVED to authorise payment of the accounts, as detailed on Schedule 'A' attached.

265/09 **Premises Maintenance Tasks**
It was NOTED that no further quotations had been received as yet for the remaining premises maintenance tasks scheduled for completion in 2009/10.

The meeting closed at 9.05 p.m. Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 15th October 2009:

	Chq No:	Total	Incl. VAT	Notes / Statutory Powers
		£	£	(new or unusual payments)
a) Salary payments	BACS	2,973.77		
b) Inland Revenue (Salaries)	103607	1,112.88		
c) Gwynedd Pensions	103608	992.41		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) CCBC - National Non-Domestic Rates	DD	599.25		
f) Petty Cash Imprest Acc	103601	147.55		
g) John Ffrancon Griffiths - newsletter translation	103497	235.70		
h) Merlin Lighting (Installations) Ltd	103498	4,565.50	595.50	
i) WNW - stationery	103499	38.07	4.97	
j) Travel Claims:				
Mrs C J Earley (Sept claim)	103500	104.00		
Cllr. D.A. MacRae (Mayoral events)	103609	100.80		
k) J&K Property Services - repairs to building	103602	110.00		
l) City Electrical Factors Ltd - batteries	103603	11.66	1.52	
m) Staples - ink and toner cartridges	103604	204.33	26.65	
n) D Hargreaves - watering hanging baskets	103605	150.00		
o) Public Works Loan Board	DD	2,322.92		
p) NWAT&LCC - meeting	103606	12.50		

** 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.