

Abergele Town Council

MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 17th September 2009, at 8.05pm (immediately after the General Purposes & Planning Committee), in the Town Hall, Llanddulas Road, Abergele.

202/09 **Election of Chairman**

Due to the absence of the Chairman and Vice-Chairman, it was RESOLVED to elect Cllr. R.G. Waters as temporary Chairman, for this meeting only.

203/09 **Attendance Register:**

The Mayor, Cllr. D.A. MacRae

Cllr. R.G. Waters (Chairman)

Cllrs: J.M.D. Bird; M. Bond; J.A. MacLennan; R.M. Medicott; P.D. Meredith;

R.D. Peacock; S. Rowlands; T. Rowlands; J. Stubbs; A. Wood

Mrs C.J. Earley (Clerk)

204/09 **Apologies for Absence**

Apologies for absence were RECEIVED from:

Cllrs: G.P. Davies; J.D. Mortimer; B.C. Roberts; K.J. Sudlow

205/09 **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.

206/09 **Minutes**

It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 16th July, 2009.

207/09 **Matters Arising on Previous Minutes:**

a) Land Adjacent to the Mount – Min. 075/09(a)

It was NOTED that Meirion Jones has now been contacted by Stepnell, with a request to complete the outstanding landscaping works and that Meirion hopes to commence work on 14th September.

b) Local Government Pension Scheme – Min. 138/09(c)

(i) It was NOTED that no report had been received from Cllr. J.D. Mortimer on the informal consultation document “Delivering Affordability, Viability and Fairness”, issued in July by the Dept. for Communities and Local Government.

It was RESOLVED to REFER this document to the Local Government Sub-Committee, with authority to respond on behalf of the Council by 30th September.

(ii) Notice of a meeting by Gwynedd Pensions Service for smaller sized employers, to be held on Thursday 12th October, was RECEIVED.

It was RESOLVED to request the Clerk to attend and report back.

- c) Community Skips
It was NOTED that there will be a skip at the Town Hall Car Park on Saturday 19th September from 9am (this will be emptied once then replaced and removed when full).
- d) Bursary for Abergele Community College – Min. 139/09(b)
- A brief response was RECEIVED from the College, indicating that the member of staff that would have been involved in the history project had now left their employment. It was NOTED that the Principal hopes that a replacement will be recruited shortly.
It was RESOLVED to REFER this matter to the Estimates Committee to consider for inclusion in the Draft Estimates for 2010/11.

208/09

Correspondence:

- The following items of correspondence were RECEIVED and considered:

- a) National Employers for Local Government Services
- Update regarding pay negotiations for 2009/10
- b) North Wales Play Association
- Invitation to apply for membership
It was RESOLVED to apply for membership, at a cost of £20.
- c) Ellis Whittam
- Details of HR, Employment Law and Health and Safety services available to town and community councils.
It was considered that these services were not necessary for small employers and it was therefore RESOLVED to continue to seek advice from One Voice Wales, as and when required.
- d) Audit
(i) Confirmation of a clean audit report for 2008/09 was RECEIVED from UHY Hacker Young and the Chairman thanked the Clerk for her efforts.
(ii) It was NOTED that the Wales Audit Office has issued guidance notes, case studies and checklists to assist Town and Community Councils to look after their money and assets.
It was RESOLVED to REFER the guidance and checklists to the Executive Committee for consideration.
- e) Canon Photocopier
- Notice of an increase in the service (copy) charge, with effect from October.
As the minimum lease term for the copier has now expired, it was RESOLVED to seek quotations for a replacement rental and service contract from a minimum of three suppliers.

209/09

Annual Investment Strategy

Further to the recommendation of the Executive Committee on 20th July 2009 (Min. 149/09), the Committee reviewed the wording of the existing Annual Investment Strategy for 2009/10 to consider if the 'Listing of Investments Undertaken' should be widened to permit a broader range of investments (e.g. Bonds).
It was RESOLVED to leave the wording as it is and review it again if and when the Council wishes to consider making investments which would not fall within

the categories listed.

210/09

Annual Grants

- a) The annual grants for local Primary Schools were considered.
It was RESOLVED to pay the annual grants to the local primary schools totalling £15,000, in accordance with the approved Estimates and the formula used in previous years, i.e. a lump sum of £750 per school, with the remaining £12,000 allocated according to pupil numbers as at January 2009:

<u>School</u>	<u>Total pupils</u>	<u>Grant Payable</u>
Glan Gele	246	£4,435
St. Elfod	308	£5,640
Glan Morfa	145	£3,050
St. George	71	£1,875

- b) It was NOTED that a separate meeting will be held on Thursday 22nd October to consider the annual grant applications received (deadline for applications is 25th September).
- c) A letter from the Llanfairfechan and North Wales Croquet Club requesting early consideration of its grant application was considered.
It was RESOLVED to DEFER this application until the October grants meeting, as it was not considered to be sufficiently urgent to warrant earlier determination.
- d) A letter from Menter Iaith Abergele requesting funding towards a fun day in October was considered.
It was RESOLVED to support the efforts of Menter Iaith to rekindle the Abergele Aelwyd and approve a donation of £250 towards this event.
- e) To note that letters of thanks for annual grants have been received from:
(i) Tramway and Light Railway Society
(ii) Conwy Youth Service
- f) A letter from Abergele Harriers requesting a donation to assist with the signage etc for the annual Abergele 5 mile road race, due to take place on 1st November, was considered.
It was RESOLVED to authorise a donation of £300 towards the costs of this annual event, which brings a number of visitors to the town.

211/09

Training

Members considered a request by the Clerk to enrol on an WLPAN Welsh course, administered by Bangor University, which take place weekly at a number of local venues. The Clerk informed members that, following a discussion with one of the tutors, the most convenient course at the level required takes place at 9.30am to 1pm every Monday in Llanwrst.

It was RESOLVED to authorise the Clerk to enrol on the course and to support her by payment of fees and allowing time off to attend the classes.

Some concern was expressed about the impact this may have on the Clerk's workload and she was asked to report back if she experienced any difficulties.

212/09 **Sub-Committee Meetings**

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

- a) The Local Government Sub-Committee, held on 13th July 2009
- b) The Newsletter Sub-Committee, held on 27th July 2009
- c) The Local Government Sub-Committee, held on 10th September 2009
- d) The Christmas Decorations Sub-Committee, held on 14th September 2009

213/09 **Matters Arising on Those Minutes:**

- a) Local Government Sub-Committee – Min. 124/09
The response sent to the consultation document was NOTED and ENDORSED.
- b) Newsletter Sub-Committee – Min. 158/09(b)(ii)
A request that Members encourage the local schools to submit articles for each edition was NOTED.
- c) Local Government Sub-Committee – Min. 185/09
The response sent to the consultation document was NOTED and ENDORSED.
- d) Christmas Decorations Sub-Committee – Min. 191/09(b)(vii)
It was NOTED that there would be no barriers around any of the Christmas trees this year, except the tree lit by the Round Table (St. George Road).

214/09 **The Financial Situation, as at today, was NOTED :-**

	£
Current Account	6,010.78
Monthly Interest Account	<u>142,624.68</u>
TOTAL:	148,635.46

Hall & Development Account	472.70
Hall & Development Reserve	<u>70,128.90</u>
TOTAL:	70,601.60

215/09 **Payment of Accounts**

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

216/09 **Confidential Business**

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, it was RESOLVED that it was advisable in the public interest that the press and public be temporarily excluded and instructed to withdraw.

Quotations for the premises maintenance tasks scheduled for completion in 2009/10 were RECEIVED and considered.

- a) It was RESOLVED to award the following contracts:
 - (i) Annual checking and cleaning of guttering, external drains and downpipes
 - S.G. Hughes, for the sum of £340
 - (ii) Assorted minor repairs
 - J & K Property Services, for the sum of £110

- (iii) **Refurbishment of table in room 6**
 - **Alastair Bainbridge, for the sum of £165**
- (iv) **Re-upholstering of seven chairs in room 6**
 - **Owen Evans & Son, for the sum of £336**

- b) **It was RESOLVED to DEFER the following items, to seek additional quotations and/or information:**
 - (i) **Inspection/repairs to flat roof**
 - (ii) **Removal of wallpaper and re-plastering of ceilings in rooms 1,5 & 6**
 - (iii) **New lighting and annual electrical testing**
 - (iv) **Supply and installation of new Honours Board**

- c) **It was NOTED that quotations for the following items had not yet been received:**
 - (i) **Refurbishment/re-lettering of old Abergele Urban District Council Honours Board**
 - (ii) **Cleaning of red seat pads/backs in main chamber**

The Meeting Closed at 9.05 p.m.

..... Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 17th September 2009:

	Chq No:	Total	Incl. VAT	Notes / Statutory Powers
		£	£	(new or unusual payments)
a) Salary payments	BACS	2,854.33		
b) Inland Revenue (Salaries)	103489	1,048.93		
c) Gwynedd Pensions	103487	951.75		
d) Tiscali (Broadband)	DD	18.79	2.80	
e) CCBC - National Non-Domestic Rates	DD	599.25		
f) Petty Cash Imprest Acc	103488	109.55		
g) Thorncliffe Building Supplies (skip hire)	103470	195.50	25.50	
h) Curtain Up -new curtains	103471	3,167.36	413.13	
i) CVSC - Training course	103472	20.00		
j) WNW - stationery and supplies	103473	72.14	9.41	
k) Garden Pride - gounds maintenance July&Aug	103474&475	298.00		
l) Castle Decorators & Prop Maintenance - cycle rack	103476	618.70	80.70	
m) Hywel Evans - newsletter printing	103477	740.00		
n) Colwyn Link - newsletter tapes/CDs	103478	75.00		
o) BT - combined phone bill	103479	277.79	36.23	
p) UHY Hacker Young	103480	632.50	82.50	
q) E N Roberts - clearance of store room	103481	154.56	20.16	
r) Canon - copier rental	103482	165.26	21.56	
s) CCBC - Trade Waste	103483	98.67	12.87	
t) Direct 2 Door - newsletter delivery	103484	86.88	11.33	
	103485	96.60	12.60	

** 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.