

Abergele Town Council

MINUTES

A meeting of the Policy & Finance Committee, held on Thursday 19th November 2009, at approximately 8.15pm (immediately after the General Purposes & Planning Committee), in the Town Hall, Llanddulas Road, Abergele.

315/09 **Attendance Register**

The Mayor, Cllr. D.A. MacRae

Cllr. B.C. Roberts (Chairman)

Cllrs: G.P. Davies; R.M. Medlicott; P.D. Meredith; R.D. Peacock; T. Rowlands;

J. Stubbs; K.J. Sudlow; R.G. Waters; A. Wood

Mrs C.J. Earley (Clerk)

316/09 **Apologies for Absence**

Apologies for absence were RECEIVED from

Cllrs: J.M.D Bird; M. Bond; J.A. MacLennan; J.D. Mortimer; J.E.H. Pitt; S. Rowlands

317/09 **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).

Cllr. R. G. Waters declared an interest in Agenda item 10, Payment of Accounts, as he had a travel claim for payment.

318/09 **Minutes**

It was RESOLVED to APPROVE and SIGN the Minutes of the Policy and Finance Committee, held on Thursday 15th October, 2009.

319/09 **Matters Arising on Previous Minutes**

The following matters arising from previous Minutes were considered:

a) Digital Mapping Software – Min. 802/07(a)

It was NOTED that no further progress has been made with obtaining digital mapping from Bluefox Technologies, as details have been received from several other companies who provide a digital mapping service specifically for town and community councils and there is also the possibility of using free software and data from Conwy County Borough Council, which will be explored further by the Clerk.

b) Street Scene Sponsorship – Min. 591/08(b)

A further update, confirming that the new litter bins had now been installed, was RECEIVED.

c) Additional Land Adjacent to The Mount – Min. 258/09(b)

(i) A brief update from Howell Jones & Co. on progress with registration of the land was RECEIVED and NOTED.

(ii) **It was RESOLVED to authorise the Deeds to the original land at The Mount to be passed to Howell Jones, to enable this also to be registered.**

- (iii) Cllrs. R.G. Waters & A. Wood gave a brief verbal report from the site meeting held on Friday 6th November. It was NOTED that the area had been levelled, top soil added, bulbs planted around the perimeter and the central area sown with wild flower mixed seed, which will need mowing twice each year (at the start and end of the season).
- d) SLCC National Conference – Min. 139/09(c)
The Clerk gave a brief verbal report, including a summary of the presentations/workshops she had attended, and she thanked the Council for supporting her to attend the weekend conference.
- e) Premises Maintenance – Min. 216/09
The Clerk presented the Council with a written summary of current premises maintenance issues. It was NOTED that further quotations are required for works to internal ceilings, lighting improvements and cleaning of seats.
- f) Review of Rating Valuation – Min. 259/09(b)
It was NOTED that Cllrs. A. Wood and J.D. Mortimer had assisted the Clerk to provide accurate measurements to the Rating Valuation Office and a visit had taken place earlier today to check the floor-plan and confirm the accuracy of a sample of measurements.

320/09

Correspondence:

- The following items of correspondence were RECEIVED and considered:
 - a) Shop Watch Scheme
 - A request from the local police for ideas of possible sources of grant funding towards the start-up costs of the scheme.
 - b) Year of Elfod Celebrations
 - A letter of thanks for the donation towards the Garden Party
 - c) Annual Grants
 - Letters of thanks from the following:
 - (i) Pentre Football Club
 - (ii) Abergele Swimming Club
 - (iii) Conwy Whales Swimming Club
 - d) Gwynedd Pensions – Notice that the audited Annual Report for 2008/09 is now available on-line
 - e) Pensarn Promenade Task & Finish Group
 - Notes from a meeting held on 17th November, together with additional information from Gareth Daniels, CCBC, and designs by the Clerk.

It was RESOLVED, by a vote of 6 to 5, to recommend to CCBC that a ‘circles’ design with an arch over be added to the top of the proposed height barriers, which will be galvanised and powder coated in mid-blue to match existing paintwork at the Promenade. This will co-ordinate with the design of the brackets for the proposed heritage lighting columns in the town centre. It was FURTHER RESOLVED to accept the proposals for hoop barriers, powder coated to match, to protect the edge of the car parks.

321/09 **Sub-Committee Meetings**

- The Minutes of the following sub-committees were RECEIVED:
 - a) The Newsletter Sub-Committee, held on 2nd November 2009
 - b) The Christmas Decorations Sub-Committee, held on 9th November 2009

322/09 **Matters Arising on Those Minutes:**

- a) Newsletter Sub-Committee
 - (i) December Newsletter – Min. 283/09
 - It was NOTED that the next issue is due to be delivered to households on Wednesday 2nd December
 - (ii) Next Issue – Min. 283/09(c)(iii)
 - **It was RESOLVED to ENDORSE the recommendation of the sub-committee that a trial bi-lingual issue is produced in March 2009, which would comply with the requirements of the draft Welsh Language Scheme.**
- b) Christmas Decorations Sub-Committee
 - (i) Christmas Concert – Min. 301/09(a)
 - The arrangements for the Christmas Concert, to be held at 7pm on Friday 11th December, were NOTED.
 - (ii) Christmas Lighting Scheme – Min. 302/09
 - It was NOTED that the scheme is due to be installed from 22nd November, for switch-on on 1st December.
 - (iii) Christmas Window Competition – Min. 303/09
 - The arrangements for the judging of the competition this year were NOTED
 - It was RESOLVED to authorise the Clerk to issue a Press Release regarding these three items.**
 - (iv) Future Lighting Scheme – Min. 305/09
 - It was RESOLVED to agree to the request of the sub-committee that any under-spend for 2009 (currently estimated at £3,000) be added to the budget for 2010/11, to allow for any additional expenditure incurred as a result of the proposed heritage lighting column scheme.**

323/09 **Annual Estimates 2010/11**

It was NOTED that the Estimates Sub-Committee will be holding a meeting on Thursday 26th November to begin the preparation of the draft Estimates for 2010/11. The previously agreed and prioritised list of actions will be considered, as part of this process, and the Council will be asked to consider the level of any rise in precept at the next Ordinary meeting.

324/09 **The Financial Situation, as at today, was NOTED :-**

| | |
|----------------------------|------------------|
| | £ |
| Current Account | 12,911.48 |
| Monthly Interest Account | <u>98,824.68</u> |
| TOTAL: | 111,736.16 |
| | |
| Hall & Development Account | 472.70 |
| Hall & Development Reserve | <u>70,349.85</u> |
| TOTAL: | 70,822.55 |

325/09 **Payment of Accounts**

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

326/09 **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 considered advisable in the public interest that the press and public be temporarily excluded and instructed to withdraw.

- a) Members received and considered designs and quotations for the supply of new stock of Wooden Plaques, incorporating the Town Council's logo, for presenting to visiting Mayors/Dignitaries.

It was RESOLVED to accept the quotation from Spurcroft and to order 10 printed and embossed plaques on a dark hardwood backing, at a cost of £21.70 each (total £217.00).

- b) **It was RESOLVED to DEFER consideration of the quotations for the remaining premises maintenance tasks scheduled for completion in 2009/10 until further efforts have been made to try to obtain a minimum of three quotations.**

The Meeting Closed at 9.05 p.m.

..... Chairman

Abergele Town Council

SCHEDULE 'A'

Payments authorised on Thursday 19th November 2009:

| | Chq No: | Total | Incl. VAT | Notes / Statutory Powers |
|---|----------------|--------------|------------------|---------------------------------|
| | | £ | £ | (new or unusual payments) |
| a) Salary payments | BACS | 2,810.34 | | |
| b) Inland Revenue (Salaries) | 103657 | 1,032.94 | | |
| c) Gwynedd Pensions | 103658 | 939.17 | | |
| d) Tiscali (Broadband) | DD | 18.79 | 2.80 | |
| e) CCBC - National Non-Domestic Rates | DD | 599.00 | | |
| f) Petty Cash Imprest Acc | 103659 | 117.06 | | |
| g) Canon UK Ltd - copier service charge | 103660 | 242.85 | | |
| h) CCBC - Floodlights & Columns (supply) | 103661 | 8,448.22 | | |
| i) Pennine Tea & Coffee Ltd | 103662 | 56.82 | 1.05 | |
| j) Garden Pride - grounds maintenance Sep/Oct | 103663 | 240.00 | | |
| k) Abergele Joint Burial Committee - precept | 103664 | 3,932.00 | | |
| l) S G Hughes - cleaning of gutters/gullies | 103665 | 391.00 | 51.00 | |
| m) Owen Evans & Son - upholstery | 103666 | 336.00 | | |
| n) Banner Business Services Ltd | 103667 | 56.71 | 7.40 | |
| o) WNW - stationery | 103668 | 110.72 | 14.44 | |
| p) Denbighshire County Council -signs for floodlights | 103669 | 181.13 | 23.63 | |
| q) Travel Claims: | | | | |
| R G Waters - Sept/Oct 09 - 46 miles & minibus | 103670 | 36.40 | | |
| C J Earley - Oct/Nov 09 - 368 miles (34 with 1 pass.) | 103671 | 156.90 | | |
| r) Aradon Ltd t/a Depositit - on-line back-up | BACS | 171.35 | 22.35 | |
| s) EDF Energy - floodlighting | 103672 | 52.57 | | |
| t) Colwyn Link - December newsletter CDs | 103673 | 75.00 | | |
| u) One Voice Wales - member training | 103674 | 150.00 | | |
| v) Land Registry - search fee | 103656 | 8.00 | | |

** 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.