

# Abergele Town Council

## SCHEDULE 'A'

Payments authorised on Thursday 21st January 2010:

|                                       | <b>Chq No:</b> | <b>Total</b> | <b>Incl. VAT</b> | <b>Notes / Statutory Powers</b> |
|---------------------------------------|----------------|--------------|------------------|---------------------------------|
|                                       |                | £            | £                | (new or unusual payments)       |
| a) Salary payments                    | BACS           |              |                  |                                 |
| b) Inland Revenue (Salaries)          |                |              |                  |                                 |
| c) Gwynedd Pensions                   |                |              |                  |                                 |
| d) Tiscali (Broadband)                | DD             | 18.79        | 2.80             |                                 |
| e) CCBC - National Non-Domestic Rates |                | NIL          |                  |                                 |
| f) Petty Cash Imprest Acc             |                |              |                  |                                 |
| g) NWAT&LCC - quarterly meeting       | 103715         | 37.5         |                  |                                 |
| h) Friends of Abergele Parklands      | 103716         | 400.00       |                  |                                 |
| i) WNW - stationery                   | 103717         |              |                  |                                 |
| j)                                    |                |              |                  |                                 |
| k)                                    |                |              |                  |                                 |
| l)                                    |                |              |                  |                                 |
| m)                                    |                |              |                  |                                 |
| n)                                    |                |              |                  |                                 |
| o)                                    |                |              |                  |                                 |
| p)                                    |                |              |                  |                                 |
| q)                                    |                |              |                  |                                 |
| r)                                    |                |              |                  |                                 |
| s)                                    |                |              |                  |                                 |
| t)                                    |                |              |                  |                                 |
| u)                                    |                |              |                  |                                 |

\*\* 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.

## **Abergele Town Council**

### **MINUTES**

A meeting of the POLICY & FINANCE COMMITTEE, held at approximately 7:40 p.m. on Thursday 21<sup>st</sup> January 2010, immediately after the General Purposes and Planning Committee, in the Town Hall, Llanddulas Road, Abergele.

431/09 **Attendance Register**

The Mayor, Cllr. D.A. MacRae

Cllr. K.J. Sudlow (Chairman)

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

R.G. Waters; A. Wood

Mrs C.J. Earley (Clerk)

A member of the public

432/09 **Apologies for Absence**

Apologies for absence were RECEIVED from:

Cllrs: M. Bond; J. Mortimer; B.C. Roberts; S. Rowlands; J. Stubbs

433/09 **Disclosure of Interest**

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

434/09 **Minutes**

**It was RESOLVED to APPROVE and SIGN the Minutes of the last meeting of the Policy & Finance Committee, held on 17<sup>th</sup> December 2009.**

**It was FURTHER RESOLVED to request that the Clerk records details of any Members arriving late or leaving early in the Minutes of every meeting in future.**

It was also NOTED that a summary of Member attendance at meetings is available on request from the Clerk.

435/09 **Matters Arising from Previous Minutes:**

a) Land Registration – Min. 258/09(b)(ii) & 385/09(b)(ii)

(i) It was NOTED that registration has now been completed for the land at The Mount and Members considered an offer to store the relevant deeds with the Council's solicitors.

**It was RESOLVED to enquire whether any fee would be levied for this service, and, if not, to accept this offer (with a copy to be held at the Town Hall for reference purposes).**

(ii) To note that a copy transfer form has now been certified by the solicitors for Stepnell Ltd to enable Howell Jones & Co Solicitors to complete the registration of the new land adjoining The Mount.

b) Valuation Office Agency – Min. 259/09(b)

It was NOTED that following the recent visit by a Valuation Officer, the rateable values appear to be correct and it is therefore expected that the National Non-Domestic Rates for the Town Hall will increase this year.

The Clerk informed Members that any increase in NNDR could hopefully

be off-set by income from new bookings for Driver Speed Awareness courses, which are to be held weekly from February.

- c) Pensarn Promenade Protection Measures – Min. 391/09(a)  
Members received a brief written report from the Clerk from the meeting attended by the Clerk and Cllr. B.C. Roberts on 14<sup>th</sup> January with C'ty Cllr. D. Holland and Shane Wetton regarding applications for grant funding to complete the protection measures.  
It was NOTED that two full application forms need to be completed and submitted for the £20,000 and £8,000 grants sought and that a decision is not likely until mid to late February.  
It was NOTED that a further meeting is to be held next week to receive details of the tenders for the work and discuss the scheduling of the work, should the applications be successful.
- d) DWF LLP – Min. 386/09(c)  
It was NOTED that the Clerk had arranged to collect the documents previously held by J.R. Williams & Co and Dylan Rhys Jones Solicitors from Halkyn on 20<sup>th</sup> January.  
**It was RESOLVED that Cllr. R.G. Waters (and possibly The Mayor, Cllr. D.A. MacRae) will assist the Clerk in sorting through the documents received.**
- e) Annual Grants  
It was NOTED that letters of thanks for grants have been received from the following:  
(i) Abergele Surgery Action Group  
(ii) 2<sup>nd</sup> Abergele Brownies  
(iii) Cylch Meithrin Abergele  
(iv) Abergele Rangers JFC  
(v) Abergele Garden Society  
(vi) Ysgol Glan Gele (including a breakdown of how the funds received in 2008/09 were spent).

436/09

**Correspondence**

The following items of correspondence were RECEIVED and considered:

- a) Gele Singers  
- Notice that the group will be continuing to meet in January.

437/09

**Budget Monitoring**

Members received and considered the budget monitoring report for the 9 months to 31<sup>st</sup> December 2009. The Clerk gave a brief verbal update on several items of additional expenditure, which were not currently included in the projections.

It was NOTED that some minor virements between budget headings and sub-headings may be necessary, due to anticipated overspends/underspends for the following items:

- a) 1f) – travel expenses  
b) 1h) – translation  
c) 1i) – IT  
d) 3d) – maintenance (Town Hall)  
e) 3g) – office equipment

- f) 14d) – Heritage Lighting Project - £18,000 unspent budget to be carried forward to 2010/11
- g) 17c) Legal fees

Overall expenditure is likely to be in line with projections, except for the £18,000 set aside for phase one of the Heritage Lighting Scheme (and providing some of the other projects managed by CCBC, such as the perimeter pathway and the traffic calming for Maes y Dre, are completed by 31<sup>st</sup> March).

438/09

**Sub-Committee Minutes**

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

- a) The Local Government Sub-Committee meeting, held on 11<sup>th</sup> January
- b) The Christmas Decorations Sub-Committee meeting, held on 18<sup>th</sup> January

439/09

**Matters Arising on Those Minutes:**

a) Local Government Sub-Committee

(i) The response of the Sub-Committee to the following consultation documents, as detailed in the Minutes, was NOTED and ENDORSED:

- WAG Guidance under Parts 1 and 2 of the Local Government (Wales) Measure 2009
- WAG Consultation on Proposed Changes to Local Authority Capital Finance Framework
- Code of Conduct – Draft Guidance from the Public Services Ombudsman for Wales

(ii) Draft Welsh Language Scheme – Min. 408/09

It was NOTED that the Sub-Committee has agreed a number of points which it felt required further explanation / clarification by the Welsh Language Board, prior to any further discussion or the approval of the Scheme by the Policy & Finance Committee.

**It was RESOLVED to request that the Clerk seeks the explanations/clarifications required from the Welsh Language Board and that the document is then referred back to the Heritage Sub-Committee for further consideration.**

b) Christmas Decorations Sub-Committee

(i) Christmas Concert – Min. 421/09

**It was RESOLVED to ENDORSE the recommendation that a similar event be held on Friday 10<sup>th</sup> December 2010.**

(ii) Newsletter

It was NOTED that a short article is to be included in the next edition of the newsletter to explain the purpose of the lights and the limitations in some locations.

(iii) 'Bright Ideas' Competition

It was NOTED that the top three entries from each school had been selected and that the overall winner was to be determined after consultation with Merlin Lighting.

440/09

**The Financial Situation, as at today, was NOTED as follows:-**

£

|                          |                   |
|--------------------------|-------------------|
| Current Account          | 1,545.27          |
| Monthly Interest Account | <u>124,591.82</u> |
| TOTAL:                   | 126,137.09        |

|                            |                  |
|----------------------------|------------------|
| Hall & Development Account | 472.78           |
| Hall & Development Reserve | <u>70,571.49</u> |
| TOTAL:                     | 71,044.27        |

441/09 **Payment of Accounts**

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

442/09 **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 they were therefore instructed to withdraw.**

Members received and considered further quotations received for the following matters scheduled for completion in 2009/10:

a) **New Photocopier Lease**

Quotations from three suppliers for a five year lease for both a black and white and a colour copier were considered.

**It was RESOLVED to accept quotation A1 to remain with Canon and upgrade to a colour copier with full print and fax capability, at a cost of £179.93 per quarter, plus a service charge of 0.0049 (B&W) and 0.045 (colour) per copy.**

b) **Replacement Lighting for Main Chamber**

Quotations from three electrical contractors to replace the lighting in the main chamber with H&S compliant tri-phosphorous fittings were considered.

**It was RESOLVED to accept quotation B1 to use the Council's existing electrical contractor, S J Ward, to replace the light fittings, at a cost of £1,634.**

c) **Replastering and Decorating of Ceilings in Rooms 1,5 & 6**

Quotations from five contractors to remove the wallpaper from the ceilings, prepare and re-plaster and then paint with a minimum of two coats of emulsion were considered.

**It was RESOLVED to accept quotation C2, at a cost of £890, noting that an electrician may be required to attend if the light fittings restrict access for plastering.**

The Meeting Closed at 8.35 p.m.

..... Chairman