

Abergele Town Council

MINUTES

A meeting of the POLICY & FINANCE COMMITTEE was held at 6.45pm on Thursday 21st February 2013, in the Town Hall, Llanddulas Road, Abergele.

548/12 **Attendance Register**

The Mayor, T. Rowlands;

Cllrs: M.D. Bird; G.P. Davies; J.A. MacLennan; D.A. MacRae (arrived at 6:55pm); R.M. Medlicott; R.D. Peacock; B.C. Roberts; M. Roberts; J. Stubbs; R.G. Waters (Chairman); A. Wood

Mrs M. J. Evans (Clerk); Mr G. Jones (Admin Officer)

549/12 **Apologies for Absence**

Apologies were received from:

Cllrs: M. Bond; S. Rowlands; K.J. Sudlow; J.E.H. Pitt;

550/12 **Disclosure of Interest**

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

Declaration of interest were received from:

Cllr. G.P. Davies – Canolfan Dewi Sant – Min No: 558/12 (a)

Cllr. J.A. MacLennan – Schedule A – Min No: 560/12

Cllr. J. Stubbs – Canolfan Dewi Sant – Min No: 558/12 (a)

Cllr. A Wood – Min No: 551/12 (b)

551/12 **Visitors to the Council**

Presentations by two candidates short listed by the Town Guide Sub Committee for the contract to provide and maintain a new website for the Town Council.

Standing orders were suspended

The Chairman welcomed Mr Mike Roberts from Delwedd who provided an overview of this vision for the new Abergele website which included background to the Company, other Town Councils that they serve, and the type of content to consider for the website, including Digital mapping, marketing strategy,

Cllr MacRae arrived at this juncture

template for the Newsletter and that as many changes to the website can be made to best fit in the first year without additional cost. The Chairman thanked Mr Roberts for his informative presentation.

- (a) The Chairman then welcomed Mr Paul Lyons from DesignWeb to the Meeting who provided the second website presentation to members, which included a website made completely from scratch allowing it to be fit for purpose. Articles being jointly used between the Newsletter and the website for the most up to date information. DesignWeb are currently in discussion to create a website for their first Council. The Chairman thanked Mr Lyons for his presentation.

Standing orders were reinstated

Members discussed both companies which included experience, Welsh translation matters, and cost.

Cllr Peacock retired at this juncture

Cllr Wood retired at this juncture

Members voted on their preferred company. **It was UNANIMOUSLY RESOLVED to offer the contract to Delwedd due to cost and their experience of dealing with local authorities.**

Cllr Wood returned at this juncture

552/12 **Minutes**

-It was RESOLVED to RECEIVE, APPROVE and SIGN the Minutes of the last meeting of the Policy & Finance Committee, held on 17th January 2013.

553/12 **Matters Arising from Previous Minutes:**

- (a) A letter of thanks from St Asaph City Council for the recent donation to the flood relief fund was NOTED
- (b) A letter of thanks from Llangernyw Community Council was also NOTED
- (c) The Clerk provided an update regarding a change to the Town Council's bank, stating that due to the set-up of the proposed new Bank it would not be feasible to switch, as the Council could be in breach of Local Government legislation due to the different banking methods. The Clerk informed members that she would continue to investigate alternatives to obtain best value for the Council.
- (d) The Clerk informed members that the proposed local gardener did hold Public Liability Insurance. Members approved the use of the Gardener on an ad-hoc basis and under the instruction of the Clerk for emergency use e.g. snow clearing and general cleaning. **It was RESOLVED that an advert would be included in the Newsletter for local gardeners to be considered for future use.**

554/12 **Correspondence**

- The following items of correspondence were RECEIVED, CONSIDERED and NOTED:

- (a) Members considered the request from Llanddulas Community Council for the hire of a room for use by their new Clerk. **It was RESOLVED to request a formal letter from the Clerk of Llanddulas Community Council on behalf of the Council.**
- (b) A letter from SLCC regarding Training Opportunities
- (c) A letter from HMRC regarding the payment of PAYE in 2013/14
- (d) A response from the Town Councils insurance Company with regard to a claim for the damage to the Car Park – the claim did not qualify for payment.
- (e) A request from a pupil at Ysgol y Creuddyn for a donation to visit Patagonia. **It was RESOLVED to inform the student that Town Councils are not permitted to support an individual but that they should contact the Round Table, Rotary and the Welsh Church Act Fund who are permitted.**
- (f) An estimate for the installation of raised beds and flower planting in the Town was CONSIDERED. The Clerk informed members that there is

£3000 remaining in the budget to date and could therefore fund one of the projects in this financial year. **It was RESOLVED to fund the supply and installation of a raised bed with plants on the corner of Tan y Gopa Road and Llanddulas Road.**

- (g) An email overview of the new Pension Scheme for 2014
- (h) An email from Gwynedd Pensions regarding employee contributions from 1st April 2013
- (i) A letter from the Town Council's bank regarding FSCS
- (j) The Clerk's continued membership with the SLCC was APPROVED
- (k) Cllr MacLennan provided an overview of Conwy Library Service's financial situation. Members considered that the Town Council might wish to finance the deaf/blind versions of books/papers for the Community or to place the Abergele Visitor on to microfiche or free Wi-Fi. **Members RESOLVED to support in Principle and to investigate the best method of assisting. It was FURTHER RESOLVED to invite the Librarian to a meeting to provide an overview on issues experienced.**

555/12 **Urgent Items of Correspondence**

None were received

556/12 **Matters deferred from other Committees**

Members discussed at length the request to consider the funding of a height barrier in Pensarn deferred from the Ordinary Meeting on 7th February 2013. Following some concern regarding responsibility and the exact location of the proposed barrier, **it was RESOLVED to hold a site meeting on Monday 25th February at 1pm with members**

557/12 **Minutes**

To Receive Minutes of the following Meetings/Committees:

- (a) Christmas Decoration Sub Committee Meeting held on the 8th November 2012
- (b) Town Guide Sub Committee Meeting held 25th October 2012
- (c) Local Government Sub Committee Meeting held 17th September 2012

558/12 **Annual Grants**

- (a) A request from Cllr Stubbs to reconsider grant funding for Canolfan Dewi Sant was briefly discussed. **It was RESOLVED to include the full grant application at the next meeting for members to consider.**
- (b) A request from Neighborhood Watch to reconsider grant funding due to a change in circumstances was discussed. **Members RESOLVED not to reconsider the grant funding, as Abergele Neighborhood Watch are not a member of the County of Conwy Scheme, which provides suitable literature for inclusion in Newsletters for Neighborhood Watch.**

559/12 **The Financial Situation as at today was NOTED:-**

	£
Current Account	26927.38
Monthly Interest Account	71492.76
General Reserve	<u>51389.00</u>
<u>TOTAL:</u>	<u>£149809.14</u>

	£
Hall & Development Account	<u>56294.47</u>
Regeneration Reserve	<u>521.86</u>

560/12 **Payment of Accounts**

The authorisation of the payment of accounts falling due, as detailed on Schedule 'A' attached was APPROVED.

Meeting closed at 8:55pm

Signed
(Chairman)