

Abergele Town Council

MINUTES

A meeting of the POLICY & FINANCE COMMITTEE was held at 6.45pm on Thursday 19th March 2015, in the Town Hall, Llanddulas Road, Abergele.

580/14 **Attendance Register**

Cllrs: M. Bond (Chair); D.A. MacRae; R.M. Medlicott; D. Meredith; S. Rowlands;
T. Rowlands; R.G. Waters; A. Wood;
Mrs M. J. Evans (Clerk)
Mrs L Whalley (Administration Officer)

581/14 **Apologies for Absence**

Apologies were received from:

Cllrs: M.D. Bird; G.P. Davies; B. Kinsey; J.E.H. Pitt; B.C. Roberts; K.J. Sudlow;
The Clerk informed members that Cllr Pitt was unwell at present and suggested if possible that Council meetings take place in the daytime as it is a problem for him to attend in an evening. Members stated that they sympathise with Cllr Pitt but a resolution has been passed to facilitate working members to hold the summoned meetings in the evening and they therefore must continue with that time slot.

582/14 **Message of Condolence**

Cllr MacRae informed members that the Mayor Cllr Brian Roberts' mother in law has passed away. **It was RESOLVED to forward a letter of condolence to Cllr & Mrs Roberts.** Members stood for a minute silence as a mark of respect.

583/14 **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).
None were declared

584/14 **Visitor to the Council**

Standing orders were suspended

The Chairman welcomed Mr James Harland, Strategic Planning Policy Manager, who provided members with an overview of the forthcoming Abergele Placeplan. Mr Harland informed members that the South East Development Brief was going out to Consultation together with the Architectural Drawings in the next two weeks. Mr Harland went through the plan with members and informed that the Section 106 monies were due to be signed in the near future. Trees on the site will be retained for landscaping and a Health Impact Assessment will be prepared.

Mr Harland then provided an overview of the Placeplan and stated that posters, flyers etc. will be circulated around the town for the public to register next week. The Project Board are to agree the bespoke plan and launch document and will be available soon.

The Abergele Placeplan is the first in Wales and the launch document is the discussion document to encourage a Community Voice. There will be an app. and twitter account @abergeleplan, together with two workshops, one for the officers and one for the public. Mr Harland was informed that the Town Council hold a copy of the local Clubs and Societies and requested a copy of the sheet.

Mr Harland further stated that the Town & Community Council may be able to access Gwynt y Mor funds for the project.
The item will be going to Scrutiny on the 9th April 2015 for approval and the Project Board will be meeting next Tuesday. The Consultation will be at the end of May/June for eight weeks.
The Chairman thanked Mr Harland for his presentation to members

Standing orders were reinstated

585/14 **Minutes**

-It was RESOLVED to RECEIVE, APPROVE and SIGN the Minutes of the last meeting of the Policy & Finance Committee, held on the 19th February 2015.

586/14 **Matters arising on those Minutes**

- (a) The Annual Subscription for One Voice Wales was RECEIVED and CONSIDERED. Cllr Waters provided members with an overview of the background to the Society including, how the organisation was to be the only National Representative for the sector. Cllr Waters read out a letter from Carl Sergeant AM and provided an overview of how in his personal opinion that Abergele Town Council had benefited from being a member of the Society. **It was PROPOSED, SECONDED and RESOLVED, with majority of six for and 1 abstention to approve the subscription renewal for 2015.**
- (b) The Annual Subscription for 2015 for the Clerk to continue to be a member of the SLCC was APPROVED.

587/14 **Correspondence**

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

- (a) A letter from the Town Council's bank with regard to FSCS
(b) A letter from Welsh Government with regard to the Accounts and Audit (Wales) regulations 2014
(c) An email from Gwynedd Pension with regard to online payments
(d) A letter from Gwynedd Pensions with regard to 2015/16 contribution

In accordance with the Public Bodies (Admission to Meetings Act) 1960 and with Standing Order no.68, it was RESOLVED that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

588/14 **Quotations for consideration**

The following quotations with regard to seasonal ground maintenance and planters in the Town were RECEIVED and CONSIDERED as follows:

- (a) A quotation from three local companies to cut the grass on the Mount for 2015. Mark One Ground Care Services was APPROVED as the lowest cost received.
(b) A quotation from three local companies for the treatment of knotweed at the Mount. **It was RESOLVED to obtain further information as to the frequency of the sprays.**
(c) A quotation from a local Landscaper for the ongoing maintenance of the following sites was APPROVED:
(i) Maintenance of the Sea Road Planter

- (ii) Seasonal planting of Sea Road
- (iii) Maintenance of the Tan y Gopa Road planter
- (iv) Seasonal planting of the Tan y Gopa planter
- (v) Hanging baskets and tubs at the Town Hall summer and winter season
- (d) A quotation from three local companies for a raised bed planter in Pensarn. The local Landscaper was APPROVED for the installation of the Pensarn planter in order to ensure that the planters are all in keeping with each other.
- (e) A quotation from three quotations for planters underneath the Abergele Town signs was RECEIVED. A local Landscaper was APPROVED as the lowest cost received.
- (f) A cost for the maintenance of the raised bed planters was APPROVED.
- (g) Two quotations for the raised bed planter at threeways Abergele were CONSIDERED. The size of the planter was considered to be too small and requested that a new cost was obtained from the approved contractor.
- (h) The purchase of replacement iPad covers for those damaged due to wear and tear was APPROVED from the Stationery Budget.
- (i) The purchase of a Town Council banner for the Mayor Elect to promote his surgery was APPROVED from Powlsons as the lowest cost received including artwork.

589/14 An update from the Clerk with regard to the recent claim by a local business regarding Japanese Knotweed was RECEIVED and NOTED on the Confidential Minutes regarding the following:

- (i) Update from Insurance Company
- (ii) Update from the Town Council's Solicitor
- (iii) A cost from a specialist contractor to treat the plant

590/14 **The Financial Situation as at today was NOTED:-**

Current Account	15,118.62
Monthly Interest Account	87,406.96
General Reserve	<u>51,957.60</u>
<u>TOTAL:</u>	<u>£154,483.18</u>
Hall & Development Account	£ <u>57,884.25</u>
Regeneration Reserve	£ <u><u>272.41</u></u>

The Clerk informed members that the Town Council's old bank had stated that the Regeneration Reserve account should be transferred to the new Bank, as it should be linked to a current account. Members APPROVED the closing of the account and the transfer over.

591/14 **Payment of Accounts**

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

592/14 **Minutes**

The Minutes of the following Meetings / Committees were RECEIVED:

- (a) Christmas Decoration Sub Committee held on the 19th January 2015. The Clerk informed members that the Christmas Decoration Sub Committee wished to carry over its 2014/15 balance to 2015/16 of approximately £1900 for new lighting was APPROVED.
- (b) Town Guide Sub Committee held on the 30th January 2015

(c) Newsletter Sub Committee held on the 12th January 2015

Meeting closed at 8.35pm

Signed
(Chairman)

Abergele Town Council

SCHEDULE 'A'

Payments to be authorised as at 19th March 2015

		Chq No:	Total £	Incl. VAT £	Notes / Statutory Powers (new or unusual payments)
1	Salaries	41/42/43	£3,232.63		monthly salaries
2	CCBC	DD			
3	Scottish Power	DD	£38.00		monthly charge
4	Bank Charges	DD			monthly charges
5	BT Phone	DD	£392.79	65.46	quarterly charges
6	HMRC	DD	£892.08		monthly payment - £81.08 overpayment in Feb
7	Gwynedd Pension	000020	£1,037.90		annual payment
8	Cathedral Leasing	000021	£13.00	2.17	Hygiene
9	Clerical Medical	000022	£40.00		monthly charge
10	Digital Dream	000023	£45.00		monthly charge
11	NAMWALC	000019	£15.00		replacement chq
12	Staples	000024	£111.76	8.29	paper and stamps
13	Delwedd	000025	£671.28	111.88	Annual charge
14	NWN Media x 2	000026	£547.20	91.20	public notices
15	MSI	000027	£364.80	60.80	Annual charge 2015/16
16	John Ff Griffiths	000028	£81.69		translation charges
17	Thomas Fattorini Ltd	000029	£73.11	12.18	bar and ribbon on past mayor's medal
18	Mandy Evans	000030	£35.55		travel for February
19	Haydn Jones	000031	£8.10		travel for March
20	Lorraine Whalley	000032	£8.55		travel for March
21	Parish Online	000033	£30.80	30.80	VAT element for subscription renewal
22	Petty Cash	000035	£39.32		March Claim
23	Bebbington & Wilson	000034	£360.00	60.00	Defective socket repair
24	CCBC	000036	£25.00		Admin Fire Safety Training
25	LITE	000037	£90.00	15.00	Fit commando plug to 3 cone displays
26	Staples	000038	£138.48	5.00	Ink/stamps
27	SB Publishing	000039	£360.00	60.00	Advert Town Guide
28	John Ff Griffiths	000040	£193.50		translation charges
29					

Total Payments	26	£8,845.54	522.78
-----------------------	----	-----------	--------

** 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 its inhabitants and will benefit them in a manner commensurate with the expenditure.