

Abergele Town Council

MINUTES

Cynhelwyd cyfarfod y PWYLLGOR POLISI A CHYLLID ar 7.45yh ar 15 Mawrth 2018, yn Neuadd y Dref, Ffordd Llanddulas, Abergele.

A meeting of the POLICY & FINANCE COMMITTEE was held at 7.45pm on Thursday 15th March 2018, in the Town Hall, Llanddulas Road, Abergele.

700/17 **Cofrestr Presenoldeb - Attendance Register**

The Mayor, D A MacRae;

Cllrs: D M Armstrong; M.D. Bird; M. Bond; G. Frost; A. Hunter; S. Jones-Roberts;

C. McCoubrey; R.M. Medicott; M. Richards; B. C. Roberts; S Rowlands; R.G. Waters; A. Wood;

Mrs M. J. Evans (Clerk)

Member of the public

701/17 **Ymddiheuriadau am Absenoldeb - Apologies for Absence**

Apologies were received from:

Cllrs: Dr. M. Baker; P Heap-Williams;

702/17 **Yn absennol heb ymddiheuriad - Absence without Apologies**

None

703/17 **Datganiad o Ddiddordeb- Disclosure of Interest**

Atgoffwyd aelodau bod yn rhaid iddynt ddatgan bodolaeth a natur unrhyw fantais personol (gan ddefnyddio'r ffurflen a ddarperir ar gyfer y pwrpas hwnnw).

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

Cllr B C Roberts Min No: 711/17

704/17 **Cofnodion – Minutes**

Derbyn, cymeradwyo ac arwyddo fel yn gywir gofnodion y cyfarfodydd canlynol
It was RESOLVED to RECEIVE, APPROVE and SIGN the Minutes of the Policy & Finance Committee, held on Thursday 15th Chwerfor/February 2018

705/17 **Matters arising on those and previous Minutes**

a) A letter from WG with regard to the Annual Report from IRPW and payments to be administered for 2018/19 was RECEIVED and APPROVED.

(i) Determination 44

(ii) Determination 46

(iii) Determination 48

(iv) Determination 51

(v) Determination 52

(vi) Determination 53

b) Options for implementing the above allowances on the payroll system as the current method will not facilitate more than five people were RECEIVED and CONSIDERED. **It was RESOLVED to delegate the decision of a new system to the Clerk for implementation.**

- c) A letter from CVSC Playing out and an update from the Clerk with regard to the grant application was RECEIVED. The Clerk confirmed to members that the grant had been approved and the sessions were to be implemented as per Min No: 613/17

706/17 **Gohebiaeth - Correspondence**

- a) A letter from CCBC with regard to the trade recycling and refuse charges for 2018/19 was RECEIVED.
- b) An email from Gwynedd Pension Fund with regard to survey for employers was RECEIVED. **It was RESOLVED that the Clerk completes the survey on behalf of the Council.**
- c) An email from OVW with regard to funding support in 2018 for community engagement, increasing citizen participation and engagement and clustering was DEFERRED to the Executive Committee for consideration.
- d) An email from the Town Council's website company with a price increase was APPROVED.
- e) An email from Keep Wales Tidy with partnership working was RECEIVED. It was RECOMMENDED to DEFER to the Parks, Street Scene and CCTV Sub Committee for consideration.
- f) An email from Gwynedd Pensions with regard to the employee contribution percentages for 2018/19 was RECEIVED.
- g) A letter from Royal Mail with regard to a price increase from the 26th March 2018 was RECEIVED. A request from the Clerk for delegation to monitor the cost against the rental of a franking machine and to cancel the hire if found not to be viable was APPROVED.
- h) An email from the Friends Ysgol Glan Gele with regard to a request for a donation for their forthcoming Foggi Auction of promises was RECEIVED and CONSIDERED. Members AGREED that the Council have already provided a grant to the school for this financial year.
- i) An email from WG with regard to a statement from the Minister Mark Drakeford was NOTED
- j) An email from Planning Aid Wales with regard to a forthcoming training course on Pre-application consultations was NOTED

707/17 **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.**

A copy of the Internal Audit report (interim report) from JDH was RECEIVED. Members requested that a note of thanks is recorded for the Clerk for all her hard work on the finance.

708/17 **GDPR**

A copy of the notes from the Clerk following a recent training session on the forthcoming GDPR and the to do list for approval and implementation was RECEIVED. The Clerk informed members that there was in-house work required to ensure that all of the areas raised are implemented and requested if the Administration Officer could be allocated additional hours from the GDPR budget for the next couple of months in order to bring the systems up to standard. The Clerk informed members that the decision on whether T&CC require a post of the DPO was to be confirmed around the 23rd March.

It was RESOLVED to approve the additional hours of the Administration Officer.

709/17 **Abergele Place plan**

Members received the revised Terms of Reference from the Clerk and the item of who would Chair the Committee was debated at length.

It was RESOLVED that the Committee would nominate a Chairman annually at their first meeting after the Annual meeting each year. The TOR will be ratified at the next Ordinary meeting.

710/17 **The Financial Situation as at today was NOTED :-**

Current Account	26968.75
Monthly Interest Account	44697.51
General Reserve	<u>52459.36</u>

TOTAL: £124,125.62

Hall & Development Account £59,288.59

711/17 **Payment of Accounts**

The payment of accounts falling due, as detailed on Schedule 'A' attached was APPROVED at £23,137.15.

712/17 **Monthly Report**

A copy of the Monthly Report as at 28th February 2018 was RECEIVED.

713/17 **Minutes**

The Minutes of the following Meetings / Committees were RECEIVED:

- Confidential Staffing Sub Committee meeting held on the 25th January 2018 (to be tabled at the meeting)
- Newsletter Sub Committee meeting held on the 30th October 2017
- Local Government Sub Committee meeting held on the 3rd January 2018

714/17 **Documents for information**

The following documents for information were NOTED.

- Royal Mail important information booklet

Meeting Closed at 8:50pm

Signed
(Chairman)