

Abergele Town Council

MINUTES

Cynhelwyd cyfarfod y PWYLLGOR POLISI A CHYLLID am 7.30yh ar Dydd Iau 16 Mai 2019, yn Neuadd y Dref, Ffordd Llanddulas, Abergele.

A meeting of the POLICY & FINANCE COMMITTEE was held at 7.30pm on Thursday 16th May 2019 in the Town Hall, Llanddulas Road, Abergele.

35/19 Cofrestr Presenoldeb - Attendance Register

The Mayor, S. Jones-Roberts;

Cllrs: D M Armstrong; Cllr. M D Bird (retired at 7:40pm); Dr. M. Baker; G. Frost;

P Heap-Williams; A. Hunter; C. McCoubrey; D A MacRae (Chairman); R.M. Medicott;

B. C. Roberts; S Rowlands;

Mrs. M. J. Evans (Clerk)

Members of the public

36/19 Ymddiheuriadau am Absenoldeb - Apologies for Absence

Apologies were received from:

Cllrs: M. Bond; A. Wood;

37/19 Yn absennol heb ymddiheuriad - Absence without Apologies

Cllrs: M. Richards; R.G. Waters;

38/19 Datganiad o Ddiddordeb- Disclosure of Interest

Atgoffwyd aelodau eu 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: 46/19

39/19 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 18th Ebrill/April 2019

40/19 Matters arising from those and previous Minutes:

a) An update from the Clerk following Cllr Brian Roberts update from the NAMWALC regarding deductions to the members allowance was RECEIVED.

The Clerk informed members that from what she has read, and the information received from other Clerks and the Payroll company that members are liable for taxable deductions as the payment is considered to be a round sum payment.

41/19 Correspondence

a) An email from OVW with regard to a forthcoming training session on Place Plans in Llanrwst, organised by Planning Aid Wales was RECEIVED and CONSIDERED. Cllr. Jones-Roberts will confirm if she is to attend.

b) A request from Abergele Dementia Friends for the Town Council office to sell tickets for their forthcoming Summer Ball, on behalf of the group was RECEIVED, CONSIDERED and APPROVED.

- c) An email from Cllr. McCoubrey regarding the condition of the bins in Pensarn was RECEIVED. It was RECOMMENDED to DEFER the item to the Parks, Street Scene and CCTV Committee for further consideration.
- d) A change of address for AP-Systems (IT Company) was NOTED
- e) A request for a donation from Bobarth Cymru was RECEIVED

Cllr Bird retired at this juncture

42/19 **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.**

43/19 **Notice of Motion**

- a) A Notice of Motion from Cllr Andrew Wood with regard to Min No: 831/18 was RECEIVED, CONSIDERED and APPROVED. It was AGREED that members felt that they had not had enough time to interpret the information received.
- b) An update from OVW and the CCBC Monitoring Officer via the Clerk was RECEIVED (see Confidential Policy & Finance Committee Minutes).
- c) The quotations from local IT specialists to carry out work on behalf of the Place Plan Committee in preparation for the new Town Website to be funded by S106 (one specialist has withdrawn his quotation) was RECEIVED. County Council Cabinet members confirmed that under the County Standing Orders that two quotes were appropriate for the amount of funds under discussion as they were under £15k.
It was PROPOSED, SECONDED and RESOLVED to Approve the quote by BCA subject to CCBC confirming the acceptance of two quotes, as the lowest quote received and the most suitable for the post.

44/19 **Housekeeping**

An update from the Clerk regarding the 2019/20 budget – Community Schemes, match funding was RECEIVED and CONSIDERED. The Clerk informed members that there had been a discrepancy with the formula in the Estimates and that two lines in the budget were not in the calculation. The lines being £10k match funding for toilets and £500 for match funding for Bus Shelters.

It was RESOLVED to APPROVE the funding from the 2019/20 Reserves.

The Clerk informed members in order to comply with the Town Council's Policy of holding 25% in reserve, that there is currently a shortfall of £20,455.12 in the General Reserve account of the 2019/20 budget.

It was RESOLVED to via £20,455.12 from the Monthly Interest Account to the General Reserve.

The Clerk then provided members with an overview of the financial situation stating that there was £132,544 in the Reserve as at 31/03/19. £73,000 is required to be held as Reserve as per above Policy, £10,500 will be vired into the budget for project match funding as stated above. £15,000 was ring fenced at the last Ordinary meeting for brown signs. £460 was approved as a shortfall in funds for the Planter maintenance for 2019/20, leaving an amount of £33,000 for future projects if required.

It was RECOMMENDED that the Clerk investigates into an alternative account with another body to ensure that the Council is not at risk under the £85,000 Financial Service Compensation Scheme.

45/19	<u>The Financial Situation as at today was NOTED:-</u>	
	Current Account	14725.42
	Monthly Interest Account	133002.54
	General Reserve	<u>52544.88</u>
	<u>TOTAL:</u>	<u>£200272.84</u>
	Hall & Development Account	<u>£49412.66</u>

46/19 **Payment of Accounts**
The payment of accounts falling due, as detailed on Schedule 'A' attached was AUTHORISED at £12,608.24

47/19 **Monthly Report**
A copy of the Monthly Report as at 30th Ebrill/April 2019 was DEFERRED to the next meeting

48/19 **Minutes**
The Minutes from the following meetings were RECEIVED :
a) Newsletter Sub Committee held on the 4th March 2019

49/19 **Letters of thanks**
The following letters of thanks were NOTED:
a) St Michaels Church
b) Ysgol Glan Gele
c) Ysgol Sant Elfod
d) Urdd Gobaith Cymru
e) SSAFA

50/19 **Documents for information**
The following documents for information were NOTED:
a) Bobath Cymru
b) Clerks & Councils Direct

Meeting Closed at 8:30pm

Signed
(Chairman)

Abergele Town Council

SCHEDULE 'A'

Payments to be authorised as at 20th June 2019

		Chq No:	Total £	Incl. VAT £	Notes / Statutory Powers (new or unusual payments)
1	Salaries	FP	£5,161.52		monthly salaries
2	HMRC	FP	£1,513.51		monthly payment
3	Gwynedd Pensions	FP	£1,751.58		monthly payment
4	Clerical Medical	FP	£50.00		monthly charges
5	Bank Charges	DD	£8.45		monthly charge
6	CCBC	DD	£802.00		monthly charges
7	BT	DD	£540.00	£90.15	quarterly charges
8	DCK	FP	£30.00	£5.00	Monthly Charge
9	Cathedral Hygiene	DD	£13.00	£2.17	Hygiene Services
10	Npower	DD	£51.46	£2.45	MUGA Pentre Mawr, floodlighting
11	A P Systems	FP	£54.36	£9.06	IT Monthly charge
12	Apogee	FP	£82.39	£13.73	Utax copier
13	Pitney Bowes	FP	£15.54	£2.59	Franking machine
14	BNP Paribas	FP	£0.00	£0.00	Photocopier lease
15	Rialtas	FP	£962.40	£160.40	Omega cash book,
16	Shire Leasing	DD	£206.18	£34.36	Telephone system
17	One Voice Wales	FP	40.00	£0.00	Council as an Employer - 14/05/2019 Cllr Macrae
18	Viking Office Supplies	FP	£157.20	£26.20	Stationery
19	Bebbington & Wilson	FP	£360.00	£60.00	Installation of hanging baskets
20	Dwyfor Coffee Company	FP	£16.68	£0.00	Milk supply
21	J D H Business Services Ltd	FP	£601.80	£100.30	Internal Audit 2018/19
22	RBL Poppy Appeal	000803	£21.00		D-Day wreath
23	MSI Alarms	FP	£123.60	£20.60	Service contract and supply of battery for intruder alarm
24	Wish Wash Company	FP	£86.40	£14.40	Cleaning of bus shelters in Abergele
25	Abergele Appeal Committee - National Eisteddfod	000804	£2,301.00		Remaining/second contribution
26	Cllr Andrew Wood	FP	£265.78		Domain registration - reimbursed
27	Firemaster (Colwyn Bay) Ltd	FP	£61.44	£10.24	Service
28	Mrs. Susan James	FP	£5.85		Travel Claim
29	Mrs Tina Heath	FP	£36.90		Travel Claim
30	Depositit	FP	£298.80	£49.80	cloud backup to 03/06/20
31	GLS Educational Supplies	FP	£40.22	£6.70	Stationery
32	CCBC	FP	£510.00	£85.00	Wire and Plastic basket refills May 2019 TownHall and Market Street
33	Gele Cleaners	000805	£25.00		table cloth cleaning
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Total Payments		28	£16,194.06	£693.15	

** 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.