

At a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 3<sup>rd</sup> November 2010, at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

**PRESENT**

Councillor D. A. J. Thomas (Chair)

Councillors J. B. Bellis, B. Blakeley, J. Butterfield, Mrs J. Butterfield, Mrs P. M. Butters, Mrs J. Chamberlain-Jones, Mrs L. M. Edwards, M. C. Espley, Ms D. Hannam, Ms G. A. Jones, Miss M. A. Jones, D. W. Lee, Mrs M. McCarroll, Mrs W. M. Mullen-James, G. J. Pickering, W. N. Tasker and A. C. Thomas.

Mr G. J. Nickels - Town Clerk  
 Mr P. M. Thomas - Finance Officer  
 Miss H. J. Windus - Personal Assistant & Secretary

**99. APOLOGIES**

Apologies for non-attendance were received on behalf of Councillors I. A. Gunning (family commitment), Mrs P. M. Jones (indisposed) and G. Williams (indisposed).

**100. VACANCY IN THE OFFICE OF COMMUNITY COUNCILLOR**

The Town Clerk reported that Mr Anthony Christopher Thomas had been duly elected to serve as a Councillor for the Plastirion Ward, confirmed that he had signed all the relevant paperwork and welcomed him to the Town Council.

**101. INCOME AND EXPENDITURE REPORT**

The Finance Officer submitted his report for the period 18<sup>th</sup> August to 25<sup>th</sup> October 2010 (circulated with Agenda).

**RESOLVED** that the report be received.

| <b>Ref.</b> | <b>Date</b> | <b>Payee</b>                | <b>Details</b>                     | <b>Amount</b> |
|-------------|-------------|-----------------------------|------------------------------------|---------------|
| Credit Card | 31/08/2010  | Denbighshire County Council | Domain name registration VN 114    | 47.00         |
| DD          | 31/08/2010  | AdEPT Telecom               | Telephone call charges July VN 108 | 79.35         |
| 203293      | 01/09/2010  | Mrs M McCaroll              | Second Mayoral instalment VN 113   | 1230.00       |
| 203294      | 02/09/2010  | NW Assoc of Town Councils   | Delegates fees for meeting VN 115  | 25.00         |
| BACS        | 03/09/2010  | Neopost                     | Postage meter maintenance VN 110   | 123.82        |
| BACS        | 03/09/2010  | Neopost                     | Postage meter top up VN 111        | 300.00        |
| BACS        | 03/09/2010  | Sage UK Limited             | Payroll software update VN 112     | 74.62         |
| DD          | 07/09/2010  | HSBC                        | Charges to 16 Aug VN 109           | 12.91         |
| Credit Card | 14/09/2010  | NWN Media Ltd               | Election advert VN 124             | 216.20        |
| 203295      | 15/09/2010  | One Voice Wales             | Training courses Members VN 120    | 315.00        |
| 203296      | 15/09/2010  | Menter Iaith                | Advice 2010/11 VN 121              | 200.00        |

| <b>Ref.</b> | <b>Date</b> | <b>Payee</b>                | <b>Details</b>                                    | <b>Amount</b> |
|-------------|-------------|-----------------------------|---|---------------|
| BACS        | 15/09/2010  | Inland Revenue              | Payroll Aug VN 101                                | 3072.75       |
| BACS        | 15/09/2010  | Flintshire County Council   | Payroll Aug VN 102                                | 2765.01       |
| BACS        | 15/09/2010  | Bacs payroll                | Payroll Sept 2010 VN 116                          | 7370.69       |
| DDEST       | 15/09/2010  | Denbighshire County Council | NNDR instalment VN 005                            | 429.00        |
| BACS        | 17/09/2010  | Vaughtons                   | Repair Mayoral chain etc VN 123                   | 524.63        |
| BACS        | 20/09/2010  | BJS Solutions               | IT Maintenance contract VN 125                    | 1521.63       |
| DD          | 20/09/2010  | British Telecom             | Main line mce VN 120                              | 76.62         |
| Credit Card | 29/09/2010  | Viking Direct               | Stationery and filing cabinet VN 128              | 239.81        |
| DD          | 30/09/2010  | AdEPT Telecom               | Telephone call charges Aug VN 126                 | 67.14         |
| BACS        | 01/10/2010  | Medusa Pyrotechnics Ltd     | Fireworks VN 133                                  | 6110.00       |
| SO          | 06/10/2010  | Wellington Community Centre | Quarterly office rent VN 001                      | 4500.00       |
| BACS        | 07/10/2010  | Refurbit Computers Ltd      | Web site maintenance VN 134                       | 123.60        |
| BACS        | 07/10/2010  | Conrad Office and Art       | Stationery VN 135                                 | 459.08        |
| BACS        | 07/10/2010  | Sage UK Limited             | Accounts software VN 137                          | 210.62        |
| 203297      | 08/10/2010  | J Chamberlain Jones         | NWATC 24.09.10 VN 136                             | 56.11         |
| BACS        | 08/10/2010  | Denbighshire County Council | Physical Activity Programme VN 138                | 29000.00      |
| DD          | 08/10/2010  | HSBC                        | Charges to 16 Sept VN 127                         | 10.82         |
| BACS        | 10/10/2010  | Canda Copying Limited       | Photocopier rental and copies VN 141 142          | 504.53        |
| BACS        | 15/10/2010  | Inland Revenue              | Payroll Sept VN 117                               | 3073.35       |
| BACS        | 15/10/2010  | Flintshire County Council   | Payroll Sept VN 117                               | 2765.01       |
| BACS        | 15/10/2010  | Bacs payroll                | Payroll Oct 2010 VN 143                           | 7371.10       |
| DD          | 15/10/2010  | Denbighshire County Council | NNDR instalment VN 005                            | 429.00        |
| BACS        | 19/10/2010  | Wellington Community Centre | Insurance premium VN 146                          | 1520.00       |
| BACS        | 19/10/2010  | Denbighshire County Council | Shredding VN 147                                  | 26.15         |
| 203298      | 20/10/2010  | Royal British Legion        | Poppy wreaths VN 148                              | 165.00        |
| 203299      | 20/10/2010  | NW Assoc of Town Councils   | Delegates fees for meeting VN 149                 | 37.50         |
| 203300      | 20/10/2010  | Cllr W Mullen James         | HSCWEB meeting 45raveling exps VN 150             | 19.04         |
| BACS        | 25/10/2010  | Denbighshire County Council | Air Show grant, Arena and Christmas events VN 152 | 14000.00      |
| BACS        | 25/10/2010  | Neopost                     | Postage meter top up VN 153                       | 200.00        |

89272.09

**List of Income received for the period 18th Aug 2010 to 25th October 2010**

|            |                             |   |           |
|------------|-----------------------------|---|-----------|
| 27/08/2010 | Denbighshire County Council | Precept VN 107                          | 130000.00 |
| 01/09/2010 | Alliance                    | Interest Aug 2010 VN 119                | 7.34      |
| 03/09/2010 | Money Market                | BS 282 VN 139                           | 6.23      |
| 03/09/2010 | HSBC                        | Charges to 02 Sept VN 139 BS 282 VN 139 | 6.76      |
| 10/09/2010 | Money Market                | BS 282 VN 139                           | 6.23      |
| 17/09/2010 | Money Market                | BS 283 VN 139                           | 6.23      |
| 24/09/2010 | Money Market                | BS 283 VN 139                           | 6.23      |

**List of Income received for the period 18th Aug 2010 to 25th October 2010**

|            |              |                           |      |
|------------|--------------|---------------------------|------|
| 01/10/2010 | Alliance     | Interest Sept 2010 VN 140 | 7.11 |
| 01/10/2010 | Money Market | BS 284 VN 139             | 6.23 |
| 08/10/2010 | Money Market | BS 284 VN 139             | 6.23 |
| 15/10/2010 | Money Market | BS 284 VN 139             | 4.80 |
| 22/10/2010 | Money Market | BS 284 VN 139             | 4.80 |

130068.19

**Analysis of petty cash for the period 18th Aug 2010 to 25th October 2010**

|        |                     |
|--------|---------------------|
| -0.82  | Postage             |
| 0.00   | Newspapers          |
| 14.20  | Civic               |
| 57.73  | Refreshments        |
| 4.99   | Miscellaneous Admin |
| £76.10 | Total               |

**102. RHYL PACT**

Further to Minute No.69 of the meeting held on 1<sup>st</sup> September 2010, the Town Clerk reported that only one Member had submitted suggestions for projects to be considered by the PACT group, to be taken to the next PACT meeting by the Town Council's representative.

A Member asked whether further suggestions could be put to the Town Clerk before the PACT meeting. The Town Clerk advised that they would then be personal suggestions not ratified by the Town Council as a whole.

***RESOLVED*** that Councillor Mrs W. M. Mullen-James be nominated as the Town Council's substitute representative should Councillor I. A. Gunning be unable to attend any future meetings of the PACT group.

**103. PROPOSED MEETING WITH RHYL COMMUNITY ASSOCIATION**

Further to Minute No.69 of the meeting held on 1<sup>st</sup> September 2010 (Minute Extract circulated with Agenda), the Town Clerk requested Members' direction with regard to the roles that both Officers and Members should take, what format the meeting should take and how many Councillors would be in attendance at the meeting with the Association at 6.00pm on Tuesday 9<sup>th</sup> November 2010.

The Town Clerk reminded Members that the Town Council's formal position was still that as set out within the report he submitted to this Committee on 1<sup>st</sup> September 2010.

***RESOLVED*** that:

- a) *10 Members would attend the meeting. Six as Town Councillors and four as members of the Association.*
- b) *the meeting be informal.*

- c) *both the Town Clerk and the Finance Officer be present.*
- d) *the Town Clerk should construct an Agenda from his report presented on 1<sup>st</sup> September 2010, and include the issues with the Association from the Town Council's perspective.*
- e) *that the Association be requested to invite all of its Members and staff to the meeting to enable full and open debate.*

**[Councillors J. B. Bellis, M. C. Espley, Mrs W. M. Mullen-James and A. C. Thomas declared a prejudicial interest as members of the Association but used the dispensation granted by the Standards Committee to remain in the Chamber and take part in discussion and voting thereon]**

**[Councillor D. W. Lee declared a prejudicial interest as the Town Council's representative on the Association but used the dispensation granted by the Standards Committee to remain in the Chamber and take part in discussion and voting thereon]**

#### **104. CONSULTATION: POTENTIAL DELEGATION OF SERVICES FROM DENBIGHSHIRE COUNTY COUNCIL**

Further to Minute No.62 of the meeting held on 1<sup>st</sup> September 2010, the Town Clerk presented his report (circulated with Agenda) following his attendance at a meeting with Denbighshire County Council to listen to their proposals.

The Town Clerk advised against the Town Council committing to the proposals and suggested that it should think more along the lines of enhancing existing services as it had done in the past.

Members were wary of committing to the transfer of any services when the Town Council was expecting to face similar financial challenges over the coming months, and were against any take-up by the Town Council resulting in Rhyl Council Tax payers paying twice for services.

***RESOLVED*** *that the Mayor and the Town Clerk be authorised to attend the next meeting with Denbighshire County Council at 5.30pm on Wednesday 17<sup>th</sup> November 2010 in Ruthin.*

#### **105. CONSULTATION: DENBIGHSHIRE CHILDREN AND YOUNG PEOPLE PARTNERSHIP – DRAFT PLAY STRATEGY**

The Town Clerk reported receipt of the above document (in Members' Library) for the Town Council's consideration.

***RESOLVED*** *that the document be received and that the Town Clerk and the Mayor be instructed to ask for an assurance that the cuts affecting Denbighshire County Council will not impact upon children and young people's leisure provision at the meeting taking place on 17<sup>th</sup> November 2010.*

#### **106. INFORMATION: PROPOSED MARKET IN MARKET STREET, RHYL.**

The Chair reported receipt of correspondence (circulated with Agenda) in relation to a proposed weekly market to operate from November through to Christmas in the town centre.

**RESOLVED** that the correspondence be received.

**107. INFORMATION: 2010 CHRISTMAS LIGHTS SWITCH-ON**

The Chair reported receipt of details of this year's Switch-On events (circulated with Agenda) from Denbighshire County Council's Festival and Events Manager.

**RESOLVED** that the information be received.

**108. INFORMATION: 2011 PROPOSED SCHEDULE OF EVENTS TO BE PROVIDED BY OR IN CONJUNCTION WITH DENBIGHSHIRE COUNTY COUNCIL'S EVENTS TEAM IN RHYL.**

Further to Minute No.6 of the meeting held on 2<sup>nd</sup> June 2010, the Chair reported receipt of draft details of the Rhyl events planned for 2011 (circulated with Agenda) from Denbighshire County Council's Festival and Events Manager.

**RESOLVED** that a letter be sent thanking the Festival and Events Manager and her team for the information provided.

**FURTHER RESOLVED** that Standing Orders be suspended to enable the Town Clerk to act as a matter of urgency.

**109. INFORMATION: CHRISTMAS WINDOWS COMPETITION 2009**

Further to Minute No.137 of the meeting held on 2<sup>nd</sup> December 2009, the Chair reported receipt of a report from Councillors Mrs L. M. Edwards and Mrs W. M. Mullen-James (circulated with Agenda) following last year's competition.

A Member reminded the two Councillors that he had promised to invite them to a Rhyl Business Group meeting to discuss the competition, and that the next meeting was to held at 7.30pm on Tuesday 9<sup>th</sup> November 2010 at the Wellington Community Centre. Both Councillors confirmed their attendance.

**RESOLVED** that the report be received.

**110. RHYL TOWN COUNCIL CODE OF CONDUCT: DISPENSATION – CLWYD COAST CREDIT UNION**

Further to Minute No.29 of the meeting held on 7<sup>th</sup> July 2010, the Town Clerk reported receipt of correspondence (circulated with Agenda) from the Standards Committee in response to a request from the Town Council to increase the permitted level of Councillors' personal investment from £500 to £3,000 and refusing the request.

**RESOLVED** that the Town Clerk write to the Standards Committee expressing the Town Council's disappointment at their refusal and to ask if the Clwyd Coast Credit Union might be permitted to give a presentation to the Committee?

#### **111. INFORMATION: PROCEEDS OF CRIME**

Further to Minute No.47 of the meeting held on 15<sup>th</sup> September 2010, the Town Clerk reported that assets seized go into a central pot and distributed by the Home Office to local crime prevention funds and could be accessed by local groups. However these monies were not available this year and were unlikely to be in the future.

The Town Clerk advised that there was another local scheme in existence and he could provide details to Members on request.

**RESOLVED** that the Town Clerk be instructed to send details of the current scheme to all Members to enable them to pass the information on to groups in their Wards.

#### **112. INFORMATION: HIGH STREET FURNITURE**

Further to Minute No.83 of the meeting held on 6<sup>th</sup> October 2010, the Town Clerk submitted his report giving background information on the removal of furniture from Rhyl High Street (circulated with Agenda).

**RESOLVED** that:

- a) *this item be discussed at the next Rhyl Elected Members meeting to be held on Wednesday 24<sup>th</sup> November 2010 to enable Members to ask questions of the Denbighshire County Council Officers.*
- b) *copies of the Town Clerk's report be sent to Mr Iwan Prys-Jones and Ms Carol Evans for their information prior to the meeting.*

#### **113. INFORMATION: MUSICAL THEATRE YOUNG SINGERS COMPETITION**

The Chair reported receipt of correspondence from the above (circulated with Agenda) advising that the competition will not be held this year due to The Arts Council for Wales' funding restraints and thanking the Town Council for its support over the last 10 years.

**RESOLVED** that the Town Clerk writes to the competition organiser to convey the Town Council's sincere thanks for the excellent Finals Concerts held at the Pavilion Theatre for many years and expresses its sadness that they are to end. However the letter should also confirm the Town Council's ongoing support if required and ask whether they would reconsider if other third party funds became available to them?

#### **114. INFORMATION: BREAST TEST WALES**

The Chair reported receipt of correspondence from the above (circulated with Agenda) advising that the mobile testing unit would be in Morrisons car park in Rhyl from the end of November 2010 until March 2011.

**RESOLVED** that the information be received.

#### **115. INFORMATION: G.P. OUT OF HOURS SERVICE**

The Chair reported receipt of correspondence from the Betsi Cadwaladr University Health Board (circulated with Agenda) advising that the MorfaDoc service ceased on 13<sup>th</sup> October 2010 and transferred to the University Health Board with a different telephone number. All services and locations of care are unchanged.

**RESOLVED** that the information be received.

#### **116. INFORMATION: DENBIGHSHIRE COUNTY COUNCIL YOUTH SERVICE**

The Chair reported receipt of correspondence from the above's Principal Youth Worker (circulated with Agenda).

**RESOLVED** that:

- a) *the Principal Youth Worker be invited to give a presentation to a future meeting of Council.*
- b) *all Town Council representatives on youth groups ask the groups for their reaction to Denbighshire County Council's cuts.*

#### **117. INFORMATION: CHRIS RUANE MP – EMPTY SHOPS INITIATIVE**

The Town Clerk reported receipt of correspondence from the above (circulated with Agenda) requesting that the Town Council sends a sample letter (provided) to landlords of empty shops asking for their permission to display artwork in the windows to improve the look of the town centre.

The Town Clerk stated that unfortunately the Town Council was not in a position to help as it did not have the names and addresses of local landlords. This type of information would be held by Denbighshire County Council.

**RESOLVED** that the Town Council offers its support to the initiative, which all Members agreed was a good way to deal with the empty properties in the town centre, but that unfortunately it could not help with identifying and locating local landlords.

#### **118. INFORMATION: NORTH EAST WALES VETERANS GROUP**

The Town Clerk reported receipt of correspondence from the above (circulated with Agenda) requesting the Town Council considers providing either financial or practical help in organising the 2011 Armed Forces Day event.

**RESOLVED** that the Town Clerk writes to the group offering some practical assistance from the Town Council in terms of organising the event and commits to giving their grant application due consideration as part of the normal Grant Aid Scheme in January 2011, also enclosing a copy of the application form to enable the group to begin their application in good time.

**[Councillor Mrs J. Butterfield declared a prejudicial interest due to her attending the Group meetings as a Denbighshire County Councillor and vacated the Chamber taking no further part in discussion or voting thereon]**

**[Councillor Mrs M. McCarroll declared a prejudicial interest due to her position as the Town Council's representative on the Group and vacated the Chamber taking no further part in discussion or voting thereon]**

**119. ADDITIONAL ITEM: POST OFFICE CLOSURE**

The Town Clerk reported receipt of correspondence (circulated at meeting) from the Post Office advising of the temporary closure of the branch on St. Margaret's Drive in Rhyl on 29<sup>th</sup> January 2011, due to the resignation of the subpostmaster and that this would be an item for debate at the next meeting.

***RESOLVED*** that the information be received.

**120. ADDITIONAL ITEM: RHYL AND PRESTATYN FUNTIME BROCHURE**

The Town Clerk reported that once again the Town Council had not been properly consulted on the Funtime brochure, which was about to be finalised, despite making numerous requests.

A Member advised that she had recently contacted Denbighshire County Council's Tourism department and was told that Town Councillors could still have some input if they got their views to them in the next three days.

***RESOLVED*** that the Town Clerk contacts the Tourism department in October 2011 to ensure that the Town Council has a real opportunity to put its collective requests forward for the 2012 publication.

**[At Members request, the Chair permitted a five minute comfort break and to bring Item No.24 forward as the individuals providing a presentation to the item had been waiting for a significant period of time]**

**121. EXCLUSION OF PRESS AND PUBLIC**

***RESOLVED*** that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.

**122. COMMUNITY PAYBACK PILOT PROJECT PROPOSAL**

Further to Minute No.97 of the meeting held on 6<sup>th</sup> October 2010, the Town Clerk presented his confidential report incorporating the report of Councillors Mrs J. Butterfield, Mrs J. Chamberlain-Jones, Mrs M. McCarroll and Mrs W. M. Mullen-James.



The Chair welcomed Mr Steven Ray from the Wales Probation Trust and Mr Richard Evans from Community Justice Interventions Wales.

Mr Ray duly responded and advised that:

- he had been approached by Councillors Butterfield, Chamberlain-Jones, McCarroll and Mullen-James about the possibility of providing additional work in Rhyl.
- if the Town Council was able to fund £25,000 towards an additional supervisor then he believed that he could deliver work for five days a week and that the nature and location of the work would be at the Town Council's instruction and would not replace the work currently done in Rhyl.
- the team he could offer would be between 6 and 8 offenders managed by the additional Supervisor, which would cost £30,000 in total, but that the Probation Service would provide £5,000 to meet the total figure.
- this would be the first of its kind for a Town Council and something he felt would be of huge benefit to both the community and to offenders, in that many offenders go into employment afterwards having gained practical skills and experience in this kind of field.
- the core project was the culmination of many good partnerships in Rhyl with the likes of the Future Jobs Fund, Rhyl City Strategy and the Intermediate Labour Market programme, etc.

Mr Ray and Mr Evans gave the following responses to the questions raised by Members:

- that unfortunately this kind of service historically lacks investment from both the Welsh Assembly and Central Governments.
- that the proposed service would be a 12 month pilot project, dedicated to Rhyl only and would not feature political badging of any persuasion.
- with regard to the Future Jobs Fund, there would be training available for becoming a Supervisor as well as for roles within the Social Justice sector.
- they would displace current job vacancies with offenders and are very interested in increasing volunteer take-up and charity placements and that the voluntary and charitable sector are very supportive of this type of social enterprise.
- there were currently 90 volunteer mentors on their books who had all gone through a 16 hour training programme including Criminal Records Bureau (CRB) checks.
- that no community service placement was free, as they were paid for by the Central Government.

- that they were in the process of compiling statistics from the last two or three years to help provide some kind of measure of output.

At the conclusion of the presentation the Chair thanked Mr Ray and Mr Evans for their attendance.

***RESOLVED*** that the Town Clerk reports back to the next Committee meeting to be held on 1<sup>st</sup> December in order to provide further detail of the proposed pilot scheme to enable Members to make a final decision.

### **123. INFORMATION: CIVIC OFFICES**

The Town Clerk reported that at the instruction of the Town Council's Risk Assessment Sub-Committee held on 22<sup>nd</sup> October 2010, he had written to the Rhyl Community Association (copied to all Members for information) with regard to the problems with lighting at the Civic Offices.

The Town Clerk added that the Association had acted immediately in getting an electrical contractor out to investigate the problems and carry out the necessary actions. The contractor had confirmed that there was no risk of fire both before and after the works undertaken.

***RESOLVED*** that the actions of the Risk Assessment Sub-Committee and the Town Clerk be approved and confirmed.

### **124. CEMETERY PROVISION IN RHYL**

The Chair reported receipt of correspondence from Denbighshire County Council's Environmental Services (circulated with Agenda) asking the Town Council to consider raising the precept to acquire and develop a new cemetery in Rhyl, due to the existing cemetery in the town nearing its capacity.

***RESOLVED*** that the request be declined.

**[Councillor B. Blakeley declared a prejudicial interest due to his position as Denbighshire County Council's Chair of Environment Scrutiny and vacated the Chamber taking no further part in discussions or voting thereon]**

### **125. CLOSURE OF MEETING**

There being no further business the Chair declared the meeting closed.

Chair: .....

Date: .....