

At a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 2nd April 2014, at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

PRESENT

Councillor P. Prendergast (Chair)

Councillors I. W. Armstrong, B. Blakeley, Mrs J. Butterfield MBE, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Ms J. Hughes, A. R. James, Mrs P. M. Jones, J. May, Mrs M. McCarroll, B. Mellor, B. F. Moylan, Mrs W. M. Mullen-James, S. H. Ratcliffe, Miss S. L. Roberts, A. J. Rutherford, Miss R. Siddall, D. Simmons, W. N. Tasker and Miss C. L. Williams.

Mr G. J. Nickels – Town Clerk
R. A. Hughes – Finance Officer
Miss H. J. Windus - Personal Assistant & Secretary

159. APOLOGIES

All Members present.

160. I.T. PROGRESS REPORT

The Finance Officer submitted his report (circulated with agenda) seeking Members' direction on their preferred broadband, wireless hotspot and telephone calls packages, a future website provider and a costing exercise for IP telephony for 2014/15.

RESOLVED *that the report be received.*

161. 2013 / 2014 EXPECTED OUT-TURN POSITION

The Finance Officer referred to his report (circulated with agenda) outlining the expected financial position to go into the Council's Annual Statement of Accounts.

RESOLVED *that the report be received.*

162. INTERNAL AUDIT – INTERIM REPORT

The Finance Officer presented his report outlining the recommendations made by the Internal Auditor and actions to be taken by the Council to implement them.

RESOLVED *that the report be received and the recommendations implemented.*

163. PROJECT MANAGEMENT

The Finance Officer referred to his report following further investigations into the provision

RESOLVED *that the Finance Officer to provide the relevant training.*

164. APPOINTMENT OF TOWN COUNCIL COMMITTEES / SUB-COMMITTEES FOR 2014 / 2015 YEAR

Further to the Informal Meeting of Council held on 19th March 2014, the Town Clerk asked Members' to consider membership of all of the Town Council's committees and sub-committees for the coming municipal year, but with particular emphasis on the SOP committee, the Risk Assessment sub-committee and the Staffing committee as there was a lot of overlap in terms of membership and a historical problem with the meetings being under attended and inquorate. The Town Clerk also advise that given the role of the Risk Assessment Sub-Committee to review decisions taken by other Committees of the Council it was inappropriate for the same members to be reviewing their own decisions.

RESOLVED that:

- i) *Councillor Mrs E. M. Chard to be added to the SOP Committee's membership.*
- ii) *Councillor B. F. Moylan to be added to the Risk Assessment Sub-Committee's membership.*
- iii) *The membership of all other committees and sub-committees be approved.*

165. APPOINTMENT OF CHAMPIONS FOR THE PHYSICAL ACTIVITY PROGRAMME

Further to the Informal Meeting of Council held on 19th March 2014, the Chair asked for nominations to oversee the Town Council's programme.

RESOLVED that Councillors J. May and A. J. Rutherford be appointed.

166. RISK ASSESSMENT 2013 / 2014 REVIEW AND 2014 / 2015 WORK PLAN

The Chair referred to his report (circulated with agenda) as Chair of the Risk Assessment Sub-Committee outlining the work undertaken by the committee to date and its proposed forward work plan.

RESOLVED that the work plan be received, approved and implemented.

167. UPDATE FROM RHYL FLOOD RELIEF TRUSTEES

Councillor A. J. Rutherford reported that the fund was now in phase two of the grant giving process and was going well, with over £48,000 of the over £64,000 raised in total now awarded.

Councillor Rutherford advised that he and Councillor D. Simmons would be out collecting in the last of the collection buckets this Friday.

Members once again thanked Councillor Rutherford for his continued commitment to the cause.

[As the above item was the last requiring the Finance Officer's input, he left the meeting]

168. MEMBERS' ITEMS

Councillor Mrs J. Butterfield MBE sought Members' support in inviting Communities First to give a presentation to a future meeting to bring them up to date on their achievements so far and their plans for the future in Rhyl.

RESOLVED *that the request be approved.*

169. PROGRESS REPORTS

i) Rhyl Town and Area Plan

Members advised that the plans had been accepted by Cabinet as had the £300,000 to begin the planned works, but that this amount would have to be match-funded. The next meeting would be held next week.

ii) Rhyl Going Forward Officers

Further to Minute No.29 of the meeting held on 3rd July 2013, the Town Clerk reported that he was in the process of arranging for project officers to attend a future meeting, as requested.

RESOLVED *that the reports be received.*

170. RHYL COASTAL DEFENCES SITE MEETING

The Town Clerk reported receipt of an invitation to the above to explain Phase 3 of the ongoing work at the top of Sandringham Avenue at 2.00pm on Friday 11th April.

Members were urged to attend if their diaries permitted as the proposals would have a fairly dramatic affect on the promenade.

171. ELWY CLUSTER MEETING – TUESDAY 13th MAY 2014

The Town Clerk asked for authorisation for both the Mayor and himself to attend the above meeting at St. Asaph Youth Centre.

RESOLVED *that the Mayor, Deputy Mayor and the Town Clerk to attend.*

172. MEMBERS INFORMATION ITEMS

There were no urgent matters arising.

173. 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.*

174. FINANCIAL ASSISTANCE – FINANCE OFFICER CPD

The Town Clerk referred to his confidential report (circulated with agenda) written on the Staffing Committee's behalf following a request by the Finance Officer to undertake a one year degree conversion distance learning course at the Town Council's expense.

The Town Clerk advised that although the committee had determined a three year phased repayment plan should the Finance Officer leave his post within that time once he had qualified, he suggested that the Council follow Denbighshire County Council's policy, which was over a reduced period of 24 months.

RESOLVED that the request and the terms applicable over a period of 24 months upon qualifying, be approved.

175. OFFICE ACCOMMODATION – PROGRESS REPORT

The Chair reported that there was little to inform Members of at this point and that a further meeting with DCC officers was planned for next week.

The Town Clerk reminded Members that all matters relating to this item were strictly confidential.

176. CLOSURE OF MEETING

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

Chair:

Date: