

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 3<sup>rd</sup> June 2015, at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

**PRESENT**

Councillor P. Prendergast (Chair)

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

Mr G. J. Nickels – Town Clerk  
Miss H. J. Windus – Personal Assistant & Secretary

**1. APOLOGIES**

Apologies were submitted from Councillors B. Blakeley (indisposed), J. May (work commitment), Mrs W. M. Mullen-James (indisposed), Miss S. L. Roberts (other commitment) and Miss R. Siddall (other commitment).

**2. MAY 2015 STATEMENT OF AUTHORISED PAYMENTS**

The Town Clerk presented his report for the period of May 2015 and the list of authorised payments (copy circulated with Agenda).

<b>Voucher No.</b>	<b>Creditor</b>	<b>Amount Total (£)</b>	<b>Description</b>
020	HSBC	10.12	Bank charges March – April 2015
021	Sioned Graham-Cameron	287.56	Translation services
022	Mr P. M. Thomas	1205.00	Fees for financial services
023	Benefits Advice Shop	1442.00	7 <sup>th</sup> quarterly grant for Trainee Welfare Rights Advisor
024	DVSC	15.00	2015/16 membership fee
025	Denbighshire County Council	40.00	Payment for tickets to Mayor's Charity Dinner
026	Rhyl Community Association	6050.00	Quarterly SLA payment
027	Denbighshire County Council	133.49	Charge for servicing of lift at Civic Offices
028	Rhyl Town Council Employees	5561.03	May 2015 salary payments
029	HMRC PAYE	2053.13	May 2015 payroll deductions
030	Flintshire County Council	3329.32	May 2015 pension fund contributions
031	WPS Insurance Brokers	528.19	Amendments to policy after review
032	Denbighshire County Council	1080.00	Contribution towards Acoustic Report for Brynhedydd MUGA
033	Conrad Office & Art Ltd	364.44	Office stationery

034	Denbighshire County Council	2386.24	Cefndy Ward By-Election
035	Sage & Company	1500.00	Training and support
036	Canda Copying Ltd	147.60	Copying charges
037	Canda Copying Ltd	334.72	Rental charge
038	WPS Insurance Brokers	5256.10	2015/16 renewal premium

**RESOLVED** that the report be received.

### 3. **2014 / 2015 STATEMENT OF ACCOUNTS & ANNUAL RETURN**

The Town Clerk submitted his written report (circulated with agenda) seeking approval of the Final Accounts, Internal Audit report, Supplementary Assurances and the Annual Governance Statement and the Draft Annual return.

**RESOLVED** that:

- (i) *the Town Clerk be formally designated as the Responsible Financial Officer for the Town Council in accordance with Section 151 of the Local Government Act, 1972 pending the recommendations of the Staffing Committee*
- (ii) *the report of the Internal Auditor (Appendix A) and the recommended responses be approved and the required actions be undertaken*
- (iii) *the Intermediate Audit (Supplementary Assurances) documents (Appendix B) be approved and the Chairman and Town Clerk to certify the documents*
- (iv) *the Annual Governance Statement (Appendix C) together with the Final Accounts (Appendix D) be approved and signed by the Town Mayor and Town Clerk*
- (v) *the Strategic and Operational Planning Committee be instructed to review the underspend in the 2014/15 budget and make recommendations to a future Finance and General Purposes Committee.*

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

### 4. **DENBIGHSHIRE COUNTY COUNCIL: CCTV**

Further to minute no.101 of the meeting held on 4<sup>th</sup> February 2015, the Councils appointed representative on a DCC Board established to examine how CCTV will be delivered in future years, Councillor S. H. Ratcliffe reported that funding was to be reduced from £230,000 to £30,000 by April 2016 and that the only way to secure full retention of an all year round scheme was to fund a post at a cost of £92,499. It was suggested that DCC and the Police could contribute £53,821 if Rhyl Town Council could contribute the remaining £24,000 on an annual basis.

Councillor Ratcliffe added that the Board was looking at other funding options, but had been asked to put this option to Members for their consideration for 'in principle' support.

The Town Clerk reminded Members that current practice at the Town Councils Planning Committee was to ask for developers of new build schemes to fund CCTV provision to ease the pressure on the Local Authority.

The Town Clerk added that the Council had money available in its Balances should it wish to offer a financial contribution.

**RESOLVED** that Councillor Ratcliffe to advise the Board that the Town Council would like the Police to design a new model of adequate CCTV provision in Rhyl with a significant reduction in the number of cameras.

## **5. RHYL TOWN AND AREA PLAN: DRIFT PARK ENHANCEMENTS**

Representatives on the Plans Committee sought Members 'in principle' support for the Town Council making a financial contribution to the provision of additional seating in the expanded children's play area within the Drift Park.

Members were in favour and suggested that monies allocated to the High Street improvements that were no longer required could be made available the additional seating, and that a site visit to decide on the number of seats needed and their location would be useful.

**RESOLVED** that:

- (i) £10,000 to be ring fenced as a maximum spend.
- (ii) the Town Clerk to report back on the cost of seating currently at the Drift Park to enable Members to then take a decision on the number to be provided.

## **6. RHYL TOWN AND AREA PLAN: HIGH STREET IMPROVEMENTS**

The Town Clerk reported that DCC had requested that the Town Council considers providing the funding to relocate a number of large planters formerly located in the town centre, to the Pavilion Theatre, Ysgol Brynhedydd and Christchurch School, where those recipients will then take on the responsibility of maintaining them.

It seems that the contractor is instructed to move the planters from the town centre to just one location and that to move them to another location, as referred to above, will cost in the region of £300, due to the significant size and weight of the planters.

These locations had quickly been put forward to ensure that the planters were not permanently discarded, but that other locations could be considered.

Mr James Evans of DCCs Public Realm had tried to source this amount from within DCC, but unfortunately has been unsuccessful.

**RESOLVED** that the Town Clerk to write to the contractor expressing the Town Councils disappointment that they were unable to help and to confirm that the Town Council will meet the cost of £300.

**7. DENBIGHSHIRE COUNTY COUNCIL STANDARDS COMMITTEE – TRAINING FOR CHAIRS AND VICE-CHAIRS**

The Chair reported receipt of an e-mail from DCCs Head of Legal and Democratic Services (circulated with agenda) advising of availability on the above course for Town and Community Councils on Monday 29<sup>th</sup> June at 1.30pm until 5.00pm at County Hall in Ruthin, at a cost of £35 per Councillor.

***RESOLVED*** that Councillor B. F. Moylan to attend and Councillor Miss S. L. Roberts to be offered a place in her absence at the meeting in her capacity as Deputy Mayor.

**8. MEMBERS' ITEM: RHYL COASTAL PARTNERSHIP**

Councillor Mrs J. Butterfield MBE sought Members support for the Councils representative on the Rhyl Coastal Partnership to provide information in respect of whether the organisation is constituted, the grants it issues and its governance arrangements.

The Councils representative Councillor Ms J. Hughes confirmed that she receives e-mails inviting her to each meeting, which she duly attends. Councillor Hughes recalled three meetings being held this year and that they were formal meetings that were minuted. The group was properly constituted and invited grant applications via the Rhyl Journal with a number of locations in Rhyl being supplied with application packs. The grant scheme was managed by Rhyls Community Agency.

***RESOLVED*** that the Town Clerk to write to Rhyl Coastal Partnership to ask who their membership was made up of and how the group dealt with and distributed grants to the community.

**9. MEMBERS' ITEM: RHYL ADVENTURE PLAYGROUND**

Councillor Mrs J. Butterfield MBE sought Members support for a letter to be sent to the playground asking for details on its current operations and governance as there had been little information coming out of the organisation for two years or more.

Councillor Ratcliffe advised that he had involvement with the group through his position as a representative on Communities First and said that the playground is run by them and in partnership with Social Services and that the Chair of the group was still Mr Will Morecombe.

***RESOLVED*** that the Town Clerk to invite Communities First to attend a future meeting of Council to provide the Council with an update.

**10. MEMBERS' ITEM: NORTH DENBIGHSHIRE COMMUNITIES FIRST**

Councillor Mrs J. Butterfield MBE sought Members support for a letter to be issued to North Denbighshire Communities First to ask that they undertake capacity building amongst residents of deprived wards in Rhyl to enable grant applications to be made for projects.

**RESOLVED** that the Town Clerk to write to North Denbighshire Communities First accordingly and to promote the Rhyl Coastal Partnerships grant scheme in the letter for their information.

[Councillor S. H. Ratcliffe declared an prejudicial interest in the above due to being a representative on Communities First and vacated the Chamber, taking no further part in discussions or voting thereon]

**11. CORRESPONDENCE: CROWN POST OFFICE**

The Chair reported receipt of the above (circulated with agenda) advising of the decision to relocate the post office from Water Street to 32-34 High Street.

**RESOLVED** that the correspondence be received.

**12. CORRESPONDENCE: RHYL SILVER BAND**

The Chair reported receipt of the above (circulated with agenda) seeking the Town Councils support towards an auction of promises event.

**RESOLVED** that Councillors would make their own personal contributions towards a bottle hamper to be put together by Councillor Mrs J. Chamberlain-Jones and presented to the Silver Band by the Mayor. Councillor Chamberlain-Jones asked for bottles to be brought to the June meeting of Council.

**13. CORRESPONDENCE: OMBUDSMAN REVISED GUIDANCE ON THE CODE OF CONDUCT**

The Chair reported receipt of the above (circulated with agenda) advising of the publication of a revised Code of Conduct Guidance.

**RESOLVED** that the document be received.

**14. MEMBERS' INFORMATION ITEMS**

**(i) Memorial Bench**

Councillor Mrs P. M. Jones sought Members support for the Town Council to provide a bench in memory of the late Councillor Mrs M. McCarroll at the new allotments on Fforddlas.

The Town Clerk reminded Members that the large memorial stone at the former Morley Road Cemetery stood to remember all past Town Councillors, and the same individual recognition had not been offered to other Councillors who had passed away whilst in office.

**RESOLVED** that the Town Clerk to look into the possibility of a bench being sited at the allotments bearing a plaque with the words "Provided by Rhyl Town Council".

(ii) **Drift Park Paddling Pool**

Councillor Mrs J. Butterfield MBE advised that DCC expected to raise £80,000 this year from the newly applied admission fee to the paddling pool.

Councillor Butterfield went on to say that she had been thinking of a way for the Town Council to contribute an amount to enable Rhyl Council Tax payers free use, but that all ideas she had had so far were fraught with pitfalls, and asked Members for their thoughts.

***RESOLVED*** the Town Clerk to speak to DCCs Mr Jamie Groves and refer to complaints received by Councillors from their residents following the introduction of an admission charge to use a pool that was previously provided free, and ask him what the best way to offer concessions to Rhyl residents would be, that the Town Council could fund.

(iii) **Changing Perceptions of Rhyl**

The Town Clerk reported that the next meeting / messaging workshop was scheduled to be held on 12<sup>th</sup> June from 10.00am until 1.00pm at Rhyl Golf Club, but that unfortunately the Councils appointed representative, Councillor A. J. Rutherford, and himself were unable to attend.

***RESOLVED*** that the Mayor to attend on the Councils behalf.

(iv) **Neptune Developments**

Councillor B. Mellor reported that the area of works will be known as the Waterfront Development and that Neptune developments have now signed a 12 month exclusivity agreement with DCC.

Phase one will be the Pavilion Theatre and an Exhibition Centre in place of the Sun Centre and will also include a hotel and pub restaurant, which will be followed by another three phases.

The company also want to look at the town centre.

(v) **Council Website**

The Town Clerk referred to the continued unavailability of the website due to the expiry of the domain registration. The domain registration was transferred to DCC following the demise of the BRAND initiative and this information along with the necessary access codes were now being urgently sought by DCC officers.

It is hoped that this information is found quickly and then transferred to the Town Council to avoid experiencing this problem again.

(vi) **Bodfor Ward Vacancy**

The Town Clerk reported that nomination papers should be received by DCCs Monitoring Officer by Friday 5<sup>th</sup> June and that subject to two or more nominations being accepted, an Election will be held on 2<sup>nd</sup> July 2015.

**15. EXCLUSION OF PRESS AND PUBLIC**

It is recommended, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that the Press and Public be excluded from the Meeting during consideration of the following items of business, on the grounds of confidentiality.

**16. STAFFING COMMITTEE**

On behalf of the Committee the Town Clerk asked for Members authority to submit the newly drafted Job Descriptions for all four posts, once agreed and finalised, for Job Evaluation.

**RESOLVED** *that authority be granted.*

**17. CLOSURE OF MEETING**

The Chair to close the meeting.

Chair: .....

Date: .....