

At a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 3rd February 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 L. M. Edwards, M. C. Espley, Ms D. Hannam, Miss M. A. Jones, Mrs M. McCarroll, Mrs W. M. Mullen-James, G. J. Pickering and Miss N. R. E. Roose-Lloyd.

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

149. APOLOGIES

Apologies for non-attendance were received on behalf of Councillors Mrs P. M. Butters (work commitment), Mrs J. Chamberlain-Jones (on holiday), I. A. Gunning (DCC commitment), Ms G. A. Jones (indisposed), Mrs P. M. Jones (no reason given), D. W. Lee (work commitment), W. N. Tasker (other commitment), G. Williams (family illness)

150. AMENDMENTS TO AGENDA

In accordance with Standing Order No. 14 a Member requested that given that no Press or Members of the Public were present and due to the size of the Agenda, that the confidential items on the Agenda be brought forward so as to ensure and enable *thorough debate*

RESOLVED accordingly

A Member indicated that he had received informal advice from the Monitoring Officer suggested that dispensation to those Members who were also members of the Rhyl Community Association to speak and vote on this item might be available from the County Council Standards Committee and in the circumstances he sought a deferment of the item. The Town Clerk commented that in the circumstances it was advisable to defer the item to a future date.

RESOLVED that the above item be deferred until receipt of the Monitoring Officer's advice in relation to possible dispensations being granted prior to consideration.

Councillor G. J. Pickering asked that it be noted that he as Chairman of the Rhyl Community Association Working Group had not been informed prior to the meeting of any advice being sought from the Monitoring Officer.

151. 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.*

152. RHYL IN BLOOM

The Town Clerk presented his confidential report which included the final report from the Town Council's Wales in Bloom Project Management Team (circulated with Agenda) and noted the decisions and expenditure it had undertaken on behalf of the Council.

Two Members of the Project Management Team referred to the significant community effort and success of the Town in gaining a silver merit for its entry and thanked all involved for their time and commitment.

***RESOLVED** that the reports be received.*

153. REMEMBRANCE SUNDAY PRODUCTION

The Town Clerk submitted his confidential report (circulated with Agenda) seeking approval to produce and distribute a commemorative DVD of the 2008 event and including a suggested distribution list for the DVD. Costs identified would be met from the Civic budget.

***RESOLVED** that the report be approved.*

154. DRAFT BUDGET 2010/2011

The Town Clerk and Finance Officer submitted for Members' consideration, their joint report (copy of confidential Draft Budget and accompanying statements circulated with Agenda), providing budget monitoring information for the current financial year and seeking to determine the Council's Budget, Management and Operational Plan and precept for the financial year 2010/2011 and indicating:

- (i)** that the Council was required to approve a balanced revenue budget;
- (ii)** that the figures presented would necessitate levying a precept of £400,000 or otherwise the Committee could determine a lower figure provided that they also identified corresponding savings from the revenue budget;
- (iii)** that additionally, other limited reserves within the Community Development Fund were available to support the Council's

prioritised projects details of which were set out within Appendix A and B of the report;

The Finance Officer responded to several questions put by Members.

In response to a Member's question, the Town Clerk confirmed that unfortunately Denbighshire County Council had not advised the Town Council of its own budget proposals, despite this information being promised at a meeting he and the Mayor had had with the Leader and Chief Executive in August 2009. Therefore it had not been possible to account for any foreseeable implications.

The report identified that a Precept of £400,000 was equivalent to a 3.2% average increase per week in Council Tax per household for Town Council services.

Members were conscious that this level of Precept in the current financial climate might not be received well and considered a number of budgets where savings could be made to reduce the necessary Precept.

Following discussion a counter proposal Precept of £395,000 and a reduction of £5,000 in the grants budget was put forward as an amendment, but was not carried.

The report identified a number of specific items requiring decisions and it was **RESOLVED** that:

- a) *the probable figures for 2009/10 and the Budget figures for 2010/11 be approved as set out in Appendix D*
- b) *the existing expenditure commitments and indicative allocations for the Community Development Programme be noted as set out in Appendix A and B.*
- c) *with regard to the South West / East Rhyl Renewal Area study to be undertaken by Denbighshire County Council a contribution of £8,000 be made.*
- d) *with regard to the Enforcement of Environment Crime initiative managed by Denbighshire County Council no contribution be made.*
- e) *the appointment of the Internal Auditor for work related to the financial year 2010/11 be approved.*
- f) *the Balances Policy Statement be approved as stated "Following approval of the Budget and Precept for the financial year 2010/11 the projected level of revenue balances as at 31st March 2011 will be circa £140,000 and considered in aggregate with the Council's other expenditure commitments and proposals from its Community*

Development Programme are deemed appropriate for an authority of this size”.

- g) the Town Council’s Investment Strategy as set out in Appendix F of the report be approved.*
- h) authority for the Town Clerk to act with regard to the Budget and Community Development Programme to spend such sums as approved without further reference back, be confirmed.*
- i) the Council levies a precept of £400,000 (Four Hundred Thousand Pounds) upon Denbighshire County Council for the financial year commencing on 1st April 2010, Denbighshire County Council to be advised accordingly.*

[Prior to consideration of allocating funds to the South West / East Rhyl Renewal Area scheme, Councillor D. A. J. Thomas declared a prejudicial interest due to the scheme falling under his portfolio as a Denbighshire County Council Cabinet Member, and vacated the Chair and Chamber, taking no further part in discussion or voting thereon]

[Vice-Chair, Councillor Mrs M. McCarroll, took the Chair for the remainder of that particular discussion]

155. COASTAL HAWKS PROJECT

The Finance Officer submitted his confidential report for Members’ consideration (circulated with Agenda), regarding an application for financial support towards a new project within the town with a planned launch date of 1st March.

The application had previously been deferred by the Committee pending receipt of the Project Business Plan, and from the papers now provided, the Finance Officer explained the nature of the project and the figures set out therein.

Members expressed support for the Project which they agreed was innovative and had several worthy objectives.

RESOLVED *that a contribution of £3,782 be made to the Project subject to:*

- (a) receipt of regular quarterly progress reports to the Town Council.*
- (b) due recognition of the Town Council’s support being made in promotional literature, web site and press releases, etc.*

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

[Councillors Mrs L. M. Edwards and M. C. Espley declared a prejudicial interest in the above item due to their position as Project Directors and vacated the Chamber, taking no further part in discussion or voting thereon]

[A five minute comfort break was taken at this point after which the meeting resumed in open session]

156. DENBIGHSHIRE COUNTY COUNCIL – LOCAL SERVICE BOARD

Further to Minute No.82 of the meeting held on 21st October 2009 (Minute Extract circulated with Agenda) Councillor M. C. Espley reported that he and Councillor I. A. Gunning had attended the event on 3rd November 2009 and that it had been born out of a requirement to review community strategies in Rhyl. Councillor Espley advised that the day was workshop based with Denbighshire County Council officers manning stalls with a 'Vision of Change in Denbighshire' theme and was an enjoyable and useful event.

The only negative that he could see was that there was no 'youth' involvement. However, he added that when he raised this he was assured that future consultations would include representation from local youth groups.

RESOLVED that the report be received.

157. FINANCIAL REGULATIONS AND STANDING ORDERS

The Town Clerk and the Finance Officer submitted their joint report relating to amendments to the Town Council's Financial Regulations and Standing Orders (circulated with Agenda). The report identified that changes to the documents had been necessary in the light of legal, proper practice guidance and Code of Conduct issues and had all been considered and approved by the Risk Assessment Sub-Committee.

RESOLVED that report be approved.

158. CONSULTATION: PUBLIC SERVICE OMBUDSMAN FOR WALES – DRAFT GUIDANCE

The Chair reported receipt of the above document for Members' consideration (circulated with Agenda).

RESOLVED that document be received.

159. CONSULTATION: NORTH WEST ENGLAND AND NORTH WALES COASTAL GROUP – SHORELINE MANAGEMENT PLAN SMP2

The Chair reported receipt of the above document (copy in Committee Room) for Members to consider their response.

RESOLVED that the document be received.

160. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL (BOUGHTON AVENUE, RHYL) PROHIBITION OF WAITING, LOADING AND UNLOADING ORDER 2010

The Chair reported receipt of the above Order (circulated with Agenda) seeking to prohibit indiscriminate parking in Boughton Avenue.

A Member advised that he had received representations from a nearby Care Home that this Order would create parking problems in this area.

The Town Clerk suspected that the Order was the result of complaints from local residents rather than at the request of the Care Home?

RESOLVED that the Order be received.

161. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL (BY-WAY AT THE REAR OF TARQUIN DRIVE AND EVERSLEY CLOSE RHYL) PROHIBITION OF MOTOR VEHICLE ORDER 2010

The Chair reported receipt of the above Order (circulated with Agenda) seeking to prohibit the use of the By-way by motor vehicles.

RESOLVED that the Order be received.

162. INCOME AND EXPENDITURE REPORT

The Finance Officer presented his report for the period 28th October to 23rd December 2009 (circulated with Agenda).

RESOLVED that the report be received.

<u>Cheque No.</u>	<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
DD	30/10/2009	AdEPT Telecom	Telephone call charges Sept VN 160	68.53
BACS	02/11/2009	Denbighshire County Council	Summer activities VN 162	4000.00
BACS	03/11/2009	Denbighshire County Council	Surveyor's maintenance survey VN 163	305.10
SO	05/11/2009	Wellington Community Centre	Quarterly cleaning and utility charges VN 035	2590.00
BACS	06/11/2009	Hacker Young	Audit fees 2008/9 VN 164	2242.50
DD	07/11/2009	HSBC	Charges to 16 Oct VN 161	11.28
Credit Card	09/11/2009	NWN Media Ltd	Poppy appeal advert VN 173	103.50
203204	11/11/2009	Mr and Mrs Foulds	Competition prize VN 165	50.00
203205	11/11/2009	Mr E Burton	Competition prize VN 165	50.00
203209	11/11/2009	The Swan Inn	Competition prize VN 165	50.00
203210	11/11/2009	Mrs S B Evans	Competition prize VN 165	25.00

Cheque No.	Date	Payee	Details	Amount
203211	11/11/2009	Weston Court Res Assoc	Competition prize VN 165	25.00
203212	11/11/2009	Balmoral House Care Home	Competition prize VN 165	25.00
203213	11/11/2009	Ysgol Emmanuel	Competition prize VN 165	25.00
203215	11/11/2009	Mr and Mrs C Roberts	Competition prize VN 165	10.00
203216	11/11/2009	Mrs Andrews	Competition prize VN 165	10.00
203217	11/11/2009	The Queens Arms	Competition prize VN 165	10.00
203219	11/11/2009	Christchurch CP School	Competition prize VN 165	10.00
203220	11/11/2009	Petty Cash	Petty Cash for postage, papers etc VN 165	200.00
203221	11/11/2009	Buxton Court Res Assoc	Competition prize VN 165	50.00
203222	11/11/2009	Bryn Estyn Care Home	Competition prize VN 165	50.00
203224	11/11/2009	St Kentigern Hospice	Competition prize Tongs Funeral Service VN 165	25.00
203225	11/11/2009	Ysgol Mair School Fund	Competition prize VN 165	50.00
203226	11/11/2009	Rhyl & Dist Labour & Social Club	Post event buffet VN 172	825.00
DD	12/11/2009	HSBC Business Card	Statement dated 03/11/09	300.48
BACS	13/11/2009	Flintshire County Council	Payroll Oct VN 156	4525.05
BACS	13/11/2009	Bacs payroll	Payroll Nov 2009 VN 169	7302.69
BACS	13/11/2009	Inland Revenue	Payroll Oct VN 155	5378.98
DD	13/11/2009	Denbighshire County Council	NNDR instalment VN 004	513.00
203227	19/11/2009	Mrs B A Jackson	Competition prize VN 165	10.00
203228	19/11/2009	Canda Copying Limited	Photocopier staples VN 175	52.90
DD	30/11/2009	AdEPT Telecom	Telephone call charges Oct VN 174	86.02
203229	02/12/2009	Society of Local Council Clerks	Town Clerk subscription VN 179	256.00
203230	02/12/2009	Ms M Jones	Approved duty min 87 FGP 7.10.09 VN 180	21.04
203231	02/12/2009	Denbighshire County Council	Ground rent VN 181 182	14.50
BACS	02/12/2009	Neopost	Postage meter top up VN 177	400.00
Credit Card	02/12/2009	NWN Media Ltd	Free parking advert VN 178	129.37
203232	04/12/2009	Conrad Office and Art	Stationery VN 184 185	241.70
203233	04/12/2009	Rhyl Cycling Club	Event grant FGP 02.12.09 Min no.141 VN 186	100.00
203234	07/12/2009	Canda Copying Limited	Photocopier rental and copies VN 191	714.84
203236	07/12/2009	Neopost	Postage envelopes VN 192	50.36
203237	07/12/2009	Welsh Football Trust	Wales v Scotland U16 match sponsorship Min 86 21.10.09 VN 193	100.00
Credit Card	07/12/2009	HSBC	Annual Card fee VN 190	32.00

Cheque No.	Date	Payee	Details	Amount
DD	08/12/2009	HSBC	Charges to 16 Nov VN 176	14.14
DD Transfer	09/12/2009	HSBC Business Card	Statement dated 02/12/09	135.50
BACS	10/12/2009	Denbighshire County Council	Diana tree and bench VN 194	1046.00
BACS	10/12/2009	Denbighshire County Council	Rhyl in Bloom VN 195	500.00
BACS	15/12/2009	Flintshire County Council	Payroll Nov VN 170	2737.09
BACS	15/12/2009	Inland Revenue	Payroll Nov VN 171	3032.04
BACS	15/12/2009	Bacs payroll	Payroll Dec 2009 VN 187	7333.14
DD	15/12/2009	Denbighshire County Council	NNDR instalment VN 004	513.00
Credit Card	18/12/2009	Lexisnexis	Local administration ref book VN 120	59.05
Credit Card	18/12/2009	Denbighshire County Council	Shredding VN 197	20.70
203238	21/12/2009	Rhyl Steam Preservation Trust	Grant by FGP min no 145 VN 199	200.00
203239	21/12/2009	Blesses Edward Jones	Grant FGP Min No 138 VN 200	203.03
Credit Card	21/12/2009	NWN Media Ltd	Free parking advert VN 201	388.11
DD	21/12/2009	British Telecom	Main line mce VN 196	74.99

Total 47296.63

List of Income received for the period 28th October 2009 to 23rd December 2009

02/11/2009	Alliance	Interest Oct 2009 VN 168	11.40
01/12/2009	Alliance	Interest Nov 2009 VN 183	9.98
03/11/2009	Rhyl Fire Station W and R Club	Contribution to event VN 167	1200.00

Total 1221.38

Analysis of petty cash for the period 28th October 2009 to 23rd December 2009

-8.80	Postage
65.60	Newspapers
164.32	Civic
48.66	Refreshments
11.00	Miscellaneous Admin
£280.78	Total

163. DATE OF INFORMAL MEETING OF COUNCIL

The Town Clerk asked for Members to determine the date of this year's Informal Meeting of Council.

RESOLVED that the meeting be held on Wednesday 17th March 2010, immediately following the conclusion of the Planning Committee scheduled for that date.

164. OCEAN PLAZA, RHYL.

Further to Minute No.123 of the meeting held on 4th November 2009, the Town Clerk reported receipt of responses from Ernst and Young and the Welsh Assembly Government (circulated with Agenda) to representations made by the Town Council, and advised that Ernst and Young had requested that the letter not be circulated pending a forthcoming press release.

RESOLVED that the correspondence be received, with the Town Clerk instructed to circulate the Ernst and Young letter as soon as a press release had been issued.

165. PROPOSED NEW BUS SHELTERS IN MARSH ROAD, RHYL.

Further to Minute No.85 of the meeting held on 7th October 2009, the Town Clerk submitted his report (circulated with Agenda) following a site meeting held to discuss the possible relocation of a bus stop and the provision of a bus shelter on Marsh Road.

RESOLVED that

- (a) *in light of the views of the Highway Safety Officer the relocation of the bus stop be not pursued,*
- (b) *The provision of a new shelter at the site of the existing stop be not progressed due to the limited on site space, and*
- (c) *Representations be made to the Denbighshire County Council Parking Enforcement in relation to the obstruction of the marked bus bay by private vehicles and the operating practices of businesses located within the vicinity of the bus stop in particularly in respect of reversing and parking across the pavement by delivery vehicles.*

166. MEMBERS ITEM: COUNCIL HOUSING STOCK

Councillor G. J. Pickering advised that he would like to defer the above item pending receipt of further information from Denbighshire County Council.

RESOLVED that the item be deferred to a future meeting.

167. MEMBERS ITEM: RHYL ENVIRONMENTAL ASSOCIATION CAMPAIGN

Councillor G. J. Pickering informed Members of a campaign by Rhyl Environmental Association to reduce the number of trees being removed from the streets of Rhyl and to establish a policy to replace trees, consult with adjacent residents and better manage the removal of trees by Denbighshire County Council.

[Councillor D. A. J. Thomas declared a prejudicial interest in the above item due to him being made an Honorary Member of the

Association, and Cabinet Member with responsibility for environmental policies of Denbighshire County Council and he vacated the Chair and Chamber taking no further part in discussion or voting thereon]

[Vice-Chair, Councillor Mrs M. McCarroll, took the Chair for the remainder of the item]

[Councillor G. J. Pickering declared a personal interest in the above item due to being a Member of the Association, and remained in the Chamber to deliver the information.]

168. MEMBERS ITEM: REQUEST TO VISIT COUNCIL CHAMBER

Councillor G. J. Pickering advised that the Rhyl and District Branch of Soroptimist International had approached him as Mayor to request a visit to the Town Council Chamber on 5th March 2010.

***RESOLVED** that the visit be approved and all Town Councillors be invited to attend, diaries permitting.*

169. MEMBERS ITEM: PRIORITISING NEEDS OF RHYL

Councillor Mrs J. Butterfield sought Members' support for discussing options for prioritising the needs of Rhyl.

The Town Clerk reminded Members that the Rhyl Business Action Plan had been drawn-up around 18 months ago, and that he had written to Denbighshire County Council to ask how the plan was developing.

***RESOLVED** that the Town Clerk be instructed to invite the relevant County Council officer to a future meeting for an update and to ask how the plan engages with the community.*

170. INFORMATION: NORTH WALES COASTAL STRATEGIC REGENERATION AREA

The Chair reported receipt of correspondence from the newly appointed Lead Officer for the NWCSRA's Community Cohesion, Mr Paul Smith (circulated with Agenda).

***RESOLVED** that the Town Clerk be instructed to invite Mr Smith and his colleague Mrs Brady to a future meeting to explain their new Welsh Assembly Government roles.*

171. INFORMATION: RHYL SHOPMOBILITY

The Chair reported receipt of correspondence from Rhyl Shopmobility's Co-ordinator advising of difficulties experienced since work began at the Bus Station (circulated with Agenda).

RESOLVED that the correspondence be received.

172. INFORMATION: LIVING IN WALES SURVEY

The Chair reported receipt of the above document (in Committee Room).

RESOLVED that the information be received.

173. INFORMATION: RHYL CITIZENS ADVICE BUREAU

The Chair reported receipt of correspondence from the Chief Executive of the Rhyl Citizens Advice Bureau (circulated with Agenda).

RESOLVED that the correspondence be received.

174. TALENTED RHYL YOUTH (TRY)

The Chair reported receipt of correspondence from the above group inviting all Town Councillors to the TRY Festival at the Town Hall on Saturday 20th March 2010 (circulated with Agenda).

RESOLVED that the correspondence be received.

175. ADDITIONAL ITEM: COMMUNITY STAKEHOLDER WORKSHOP

The Town Clerk reported receipt of correspondence from the Environment Agency, via Once Voice Wales, inviting the Town Council to an interactive community workshop at the Towyn and Kinmel Bay Resource Centre from 10.00am – 3.00pm on Saturday 13th February 2010, to introduce the Tidal Clwyd Flood Risk Management Strategy (FRMS) (circulated at meeting).

RESOLVED that the correspondence be received.

176. CLOSURE OF MEETING

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

Chair:

Date: