

At a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 7<sup>th</sup> March 2012, at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

**PRESENT**

Councillor D. A. J. Thomas (Chair)

Councillors B. Blakeley, Mrs J. Butterfield, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Mrs L. M. Edwards, I. A. Gunning, Ms D. Hannam, Miss M. A. Jones, Mrs P. M. Jones, D. W. Lee, Mrs M. McCarroll, Mrs W. M. Mullen-James, A. J. Rutherford, W. N. Tasker and T. Thomas.

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

**158. APOLOGIES & ANNOUNCEMENT**

Apologies for non-attendance were received on behalf of Councillors J. B. Bellis (other commitment), J. Butterfield (indisposed), M. C. Espley (work commitment) and G. Williams (other commitment).

The Mayor was delighted to report that Miss Lindsay Kearns, one of the performers at her Gala Awards Evening, had recently been chosen from children having auditioned from all over the UK, to play one of 13 parts in a National Music Theatre production '13 The Musical' at the Apollo Theatre in Hammersmith in London in August this year.

**RESOLVED** that a letter be sent to Miss Kearns to convey the Town Council's congratulations.

**159. LOCAL GOVERNMENT ACT, 1972 SECTION 86 – DECLARATION OF VACANCY IN THE OFFICE OF COMMUNITY COUNCILLOR FOR THE BODFOR WARD OF RHYL**

The Town Clerk advised that in accordance with the Local Elections (Parishes and Communities) (England and Wales) Rules 2006, that no public notice was required to advertise the vacancy due to the proximity of the forthcoming Elections in May.

**RESOLVED** that

- (a) *the office of Councillor for the Bodfor community ward be declared vacant but that no action be taken to fill the vacancy due to the close proximity of the next ordinary elections, and*
- (b) *a letter be sent to Mrs Smith to thank her for work as a Councillor over the last four years.*

## 160. INCOME AND EXPENDITURE REPORT

The Finance Officer presented his report for the period 30<sup>th</sup> November 2011 to 1<sup>st</sup> March 2012 (circulated with Agenda).

<u>Paid by</u>	<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
DD	30/11/2011	AdEPT Telecom	Telephone call charges Nov VN 168	83.28
DD	30/11/2011	Sage UK Limited	Accounts software support VN 158	174.00
Credit Card	01/12/2011	Pavilion Theatre	Purchase of tickets as prize VN 185	22.00
Credit Card	03/12/2011	HSBC	Annual Fee VN 186	32.00
203322	07/12/2011	Denbighshire County Council	Land rentals and paper shredding VN 175 176 177	51.94
203323	07/12/2011	WCVA	Subscription VN 178	30.00
BACS	07/12/2011	Society of Local Council Clerks	Town Clerk subscription VN 179	266.00
BACS	07/12/2011	Conrad Office and Art	Stationery VN 180 181	537.56
DD	08/12/2011	HSBC	Charges to 16 Nov VN 173	10.85
BACS	09/12/2011	Building Survey Solutions	Insurance valuation Tynnewydd CC VN 182	325.00
BACS	15/12/2011	Bacs payroll	Payroll Dec 2011 VN 187	7407.21
BACS	15/12/2011	Flintshire County Council	Payroll Nov VN 157	3789.25
BACS	15/12/2011	Inland Revenue	Payroll Nov VN 156	3107.79
Credit Card	15/12/2011	Amazon	IT reference books VN 194	98.21
DD	15/12/2011	Denbighshire County Council	NNDR instalment VN 005	449.00
Credit Card	19/12/2011	Denbighshire County Council	Shelter cleaning October VN 195	441.00
DD	20/12/2011	British Telecom	Main line mce VN 191	83.95
BACS	22/12/2011	J Chamberlain Jones	NWATC 21.10.11 VN 192	7.21
BACS	22/12/2011	Hacker Young	Audit fees 2010/11 VN 193	1260.00
DD	30/12/2011	AdEPT Telecom	Telephone call charges Dec VN 199	79.85
Credit Card	04/01/2012	HSBC	Annual Fee VN 206	32.00
SO	05/01/2012	Wellington Community Centre	Quarterly office rent VN 001	4500.00
DD	07/01/2012	HSBC	Charges to 16 Dec 2011 VN 198	11.48
203324	09/01/2012	Refurbit Computers Ltd	Web site maintenance VN 201	247.20
BACS	09/01/2012	Conrad Office and Art	Stationery VN 200	252.00
Credit Card	12/01/2012	NWN Media Ltd	Grant advert VN 208	455.40
BACS	13/01/2012	Bacs payroll	Payroll Jan 2012 VN 203	7464.19
BACS	13/01/2012	Flintshire County Council	Payroll Dec VN 189	3763.16
BACS	13/01/2012	Inland Revenue	Payroll Dec VN 188	3054.51
DD	15/01/2012	Denbighshire County Council	NNDR instalment VN 005	449.00
BACS	17/01/2012	Denbighshire County Council	SW/E Rhyl Renewal Area Study VN 209	8000.00
BACS	17/01/2012	Canda Copying Limited	Photocopier rental, copies staples VN 210 211 212	819.99

<b>Paid by</b>	<b>Date</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
BACS	20/01/2012	Neopost	Postage meter top up VN 213	400.00
BACS	27/01/2012	Denbighshire County Council	Shelter cleaning November VN 220	441.00
BACS	27/01/2012	NW Assoc of Town Councils	Delegates fees for meeting VN 221	29.00
DD	30/01/2012	AdEPT Telecom	Telephone call charges Jan VN 216	74.23
BACS	01/02/2012	Cllr W Mullen James	Final instalment VN 214	1244.00
SO	03/02/2012	Wellington Community Centre	Quarterly cleaning and utility charges VN 011	6380.00
DD	07/02/2012	HSBC	Charges to 16 Jan VN 217	7.76
BACS	10/02/2012	Cyfieithu Cymunedol Conwy	Consultation translation VN 227	53.76
BACS	10/02/2012	Denbighshire County Council	Re Civic Offices lease enquiries VN 228	67.00
BACS	13/02/2012	Flintshire County Council	Payroll Jan VN 205	3789.25
BACS	13/02/2012	Inland Revenue	Payroll Jan VN 204	3107.78
BACS	15/02/2012	Bacs payroll	Payroll Feb 2012 VN 224	7464.58
DD	24/02/2012	Data Protection	Notification fee VN 218	35.00
BACS	29/02/2012	Denbighshire County Council	Illuminations Contract 2011 VN 236	25865.12
DD	29/02/2012	AdEPT Telecom	Telephone call charges Feb VN 232	73.28
BACS	01/03/2012	JDH Business Services Ltd	Interim audit VN 233	240.00
BACS	01/03/2012	NW Assoc of Town Councils	Conference fees VN 235	50.00
<b>Total</b>				<b>96626.79</b>

### **List of income for the period 30th November 2011 to 1st March 2012**

30/11/2011	Britannia	Interest for Nov BS 308 VN 184	89.09
01/12/2011	HSBC	Interest to 01 Dec VN 202	4.34
01/12/2011	Santander	Interest Nov 2011 VN 174	3.01
06/12/2011	Denbighshire County Council	Contribution from BRAND re Illuminations VN 169	2098.86
28/12/2011	Alliance	Interest July to Dec 2011 VN 196	53.78
30/12/2011	Denbighshire County Council	Instalment of Precept VN 197	133666.00
03/01/2012	Britannia	Interest for Dec St no. 311 VN 222	92.06
03/01/2012	Santander	Interest Dec 2011 VN 207	3.73
10/01/2012	Money Market	BS 311 VN 223	6.71
17/01/2012	Money Market	BS 311 VN 223	6.71
20/01/2012	HM Revenue and Customs	VAT reimbursement VN 215	1979.55
24/01/2012	Money Market	BS 312 VN 223	6.71
31/01/2012	Britannia	Interest recalculated St no 311 VN 219	28.22
31/01/2012	Britannia	Interest for Jan St no. 312 VN 222	86.88
31/01/2012	Money Market	BS 312 VN 223	6.71
01/02/2012	Santander	Interest Jan 2012 VN 237	7.50
07/02/2012	Money Market	BS 313 VN 238	4.80
14/02/2012	Money Market	BS 313 VN 238	4.80
21/02/2012	Money Market	BS 313 VN 238	4.80
28/02/2012	Money Market	BS 313 VN 238	4.80
01/03/2012	Santander	Interest Feb 2012 VN 237	7.67

**Analysis of petty cash for the period 30th November 2011 to 27th February 2012**

-7.55	Postage
2.50	Admin
144.14	Civic
101.21	Refreshments
£240.30	Total

**RESOLVED** that the report be received.

**161. INTERNAL AUDIT 2011/12: INTERIM AUDIT – ACCOUNTS AND AUDIT REGULATIONS**

The Finance Officer submitted his report (circulated with Agenda) and with regard to the Interim Audit he directed Members to consider the appended comments and proposed action and Members expressed agreement.

With regard to the proposed date for external audit the Finance Officer reported receipt of correspondence that day which did not resolve the issue as he had hoped. He advised the Committee to formally request a revision of the date of audit on the grounds of it being impractical in the light of the forthcoming elections.

**RESOLVED** that the report be approved, and the Finance Officer authorised to write to the External Auditor requesting that the notified date of audit for 2011/12 be changed from 31<sup>st</sup> May 2012 to 30<sup>th</sup> June 2012.

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

**162. REPRESENTATIVES ON OUTSIDE ORGANISATIONS – APPOINTMENT OF ALTERNATIVE REPRESENTATIVES**

As a result of Councillor Smith's resignation, the Town Clerk presented his report (circulated with Agenda) asking for Members to consider appointing to the following organisations:

Rhyl in Bloom  
 Rhyl Going Forward – West Rhyl Regeneration Area Delivery Group  
 Sustainable Denbighshire  
 Benefit Advice Shop  
 Connect 2 Steering Group  
 Marine Lake Users Forum

**RESOLVED** that re-appointment be deferred until after the forthcoming Elections and the Annual Meeting of Council with the only exception being the Rhyl Going Forward Delivery Group, to which Councillor Miss M. A. Jones was appointed.

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

**163. MEMBERSHIP OF SUB-COMMITTEES AND WORKING GROUPS**

Again, in the light of Councillor Smith’s resignation the Town Clerk presented his report (circulated with Agenda) asking Members to consider re-appointing to the following:

- Risk Assessment Sub-Committee
- Welsh Language Scheme Sub-Committee
- Pensions Working Group

**RESOLVED** that:

- a) *Councillor Mrs P. M. Jones be appointed to the Risk Assessment Sub-Committee*
- b) *Councillor T. Thomas be appointed to the Welsh Language Sub-Committee.*
- c) *the appointment to the Pensions Working Group be deferred until after the forthcoming Elections and the Annual Meeting of Council.*

**164. REPRESENTATION ON OUTSIDE ORGANISATIONS: NEIGHBOURHOOD AND PLACES PROGRAMME BOARD**

The Town Clerk submitted his report (circulated with Agenda) seeking Members’ direction to the appointed representatives in respect of the new project proposals as part of the Work-Stream documents.

The Vice-Chair took Members through the documents looking at all of the projects ‘Under Consideration’, as follows:

<b>Appendix A – West Rhyl Regeneration Area</b>	
<b>Project</b>	<b>Comments for Reps to Take Forward</b>
Environmental Improvements	Ask for explanation of the term “street trees”
John Street/West Parade site – temporary landscaping	<ul style="list-style-type: none"> <li>- Pennaf have left buildings to deteriorate</li> <li>- When can we expect to see the short-term soft landscaping?</li> <li>- Area needs to be in keeping with rest of the town, and not to become a separate enclave.</li> <li>- Crime &amp; Disorder and Community Safety should have input at the planning stages for developments.</li> <li>- Displacement issues a concern for other areas after buildings demolished. Housing Associations are not dealing with tenants who do not look after the properties and contribute to whole streets looking untidy. Housing Associations should be held accountable like any other landlord.</li> <li>- In the past vigorous committees (including Town Councillors) existed to ensure certain standards. Is this something that could be re-established?</li> </ul>

Re-branding West Rhyl	Need to move away from stigma West Rhyl has. Suggest referring to Rhyl as 'Rhyl' rather than to the particular Wards.
<b>Appendix B – Retail &amp; The Town Centre</b>	
Business Rate Issues	<ul style="list-style-type: none"> <li>- Many complaints about the high rates. Is there any pressure we can apply to bring them down in this period of austerity?</li> <li>- 'Enterprise Zones' introduced by Anglesey &amp; Flintshire. Denbighshire refused because of proximity to them. Why didn't Denbighshire move faster?</li> </ul>
Queens Market Redevelopment	Beautiful building. Needs to be restored and not become another bland, featureless shopping centre. Could consider a Ballroom or Ice/Roller Rink once restored? Should be thinking beyond shopping and more on providing good quality family attractions.
Arriva Development	<ul style="list-style-type: none"> <li>- The Town Council objected to Arriva's plans due to the loss of much needed parking in that part of town.</li> <li>- Push DCC and Welsh Govt. for quick hit, glossy marketing for capital projects to encourage private investment for here and whole town.</li> </ul>
Public Art	Support the idea of introducing "Rhyl Donkeys" or similar to bring people into Rhyl and into the shops and facilities. Works really well in other areas.
<b>Appendix C – Tourism &amp; The Coastal Strip</b>	
Underground Car Park	<ul style="list-style-type: none"> <li>- Alludes to possibly more building in the 'Leisure Zone', which is not what the people in Rhyl want. People want the Prom to be as flat as possible.</li> <li>- No amusement arcades on the Prom.</li> <li>- Push Welsh Govt. to create a 'Health &amp; Leisure Zone' with a focus on Rhyl's night time economy. Young people go to nearby cities for nights out.</li> </ul>
Garford Road Slipway	Support the need for a public slipway here. Could DCC simply remove the boards that are preventing the use of the slipway already there?
Beach Huts & Barbeques	Approach local caravan sites to purchase beach huts and barbeques for hire, with maybe half a dozen or so for public use?

**RESOLVED** that:

- a) *the appointed representatives, Councillors I. A. Gunning, A. J. Rutherford and W. N. Tasker raise all of the points and ideas above at the next meeting of the Neighbourhoods & Places Programme Board on the Town Council's behalf.*
- b) *the Town Clerk to request that Denbighshire County Council gives early notification of the dates of all the Delivery Group and Board meetings and provides timetables for all of the planned projects.*

**[The Chair, Councillor D. A. J. Thomas, declared a prejudicial interest in the above item due to his position as a Denbighshire County Council Cabinet Member, and vacated the Chamber taking no further part in discussions or voting thereon]**

**[The Vice-Chair, Councillor Mrs J. Butterfield, took the Chair for the remainder of the item]**

**165. CONSULTATION: DENBIGHSHIRE LOCAL DEVELOPMENT PLAN – EXAMINATION ON ADDITIONAL EVIDENCE AND SITES**

The Chair reported receipt of the above document from Denbighshire County Council (circulated with Agenda, with the full consultation document available for viewing in the Committee Room) advising that the Inspectors have requested a further consultation be undertaken in respect of the Bodelwyddan Key Strategic Site (previously identified) and potential additional housing land sites (not in Rhyl), for Members' consideration.

**RESOLVED** that the document be received.

**166. REQUEST TO ADDRESS COUNCIL: TOWN CENTRE MANAGER**

The Chair reported receipt of an e-mail (circulated with Agenda) from the Secretary of the Rhyl Town Centre Manager Group requesting the Town Council's permission for the newly appointed Town Centre Manager to address a future meeting of Council.

**RESOLVED** that the request be approved for the town Centre Manager to attend the meeting of Council scheduled for 21<sup>st</sup> March.

**167. REQUEST TO ADDRESS COUNCIL: OLYMPIC TORCH LOCAL ROUTE ORGANISING COMMITTEE**

The Town Clerk reported that the above committee would like to give a presentation to the Town Council.

**RESOLVED** that the organising committee be invited to attend a future Members Area Group.

**168. CORRESPONDENCE: PLANNING APPLICATION NO.45/2012/0042/PC – MOLLY MOUSE DAY NURSERY, THE CHURCH, PRINCES STREET, RHYL.**

Further to Minute No.90 of the meeting of Council held on 15<sup>th</sup> February 2012, the Chair reported receipt of a response from a Denbighshire County Council Planning Officer (circulated with Agenda) following representations made a Member of the Town Council.

**RESOLVED** that correspondence be received.

**169. CORRESPONDENCE: RHYL CUT SLUICE GATE**

Further to Minute No.83 of the meeting held on 2<sup>nd</sup> November 2011, the Chair reported receipt of a response from the Environment Agency (circulated with Agenda) following representations made by the Town Council.

**RESOLVED** that the correspondence be received.

**170. MEMBERS ITEM: BOLLARDS ON TRELLEWELYN ROAD, RHYL.**

Ward Members, Councillors Mrs W. M. Mullen-James and W. N. Tasker, presented their report (circulated with Agenda) and sought Members' support for a letter to be sent to Denbighshire County Council to request details of the current issues surrounding the bollards installed on Trellewelyn Road.

**RESOLVED** that the request be approved.

**171. MEMBERS ITEM: MOLLY MOUSE DAY CENTRE**

Councillor Mrs J. Butterfield informed Members of an invitation extended to them by the Day Centre on Princes Street in Rhyl, to visit the facility at anytime between 2.00pm and 5.00pm on Friday 23<sup>rd</sup> March.

Eight Members determined to attend.

**RESOLVED** that the invitation be received.

**172. MEMBERS ITEM: PARKING RESTRICTIONS ON DYSERTH ROAD, RHYL.**

Councillor B. Blakeley sought Members' support for a letter to be sent to Denbighshire County Council requesting that parking restrictions be introduced on Dyserth Road and other works to address both traffic and pedestrian safety issues, including double yellow lines opposite the entrance to the Maes Y Gog estate.

**RESOLVED** that the Town Clerk to arrange a site-visit for the Ward Councillors to illustrate the problems being experienced to the relevant Denbighshire County Council officers.



**173. MEMBERS ITEM: INVITATION TO LEADER OF DENBIGHSHIRE COUNTY COUNCIL**

Councillor Mrs J. Butterfield sought Members' support for an invitation to go to Denbighshire County Council's Leader to attend a future meeting of Council to provide them with assurances as to the future of a number of County Council led initiatives in Rhyl.

**RESOLVED** that the Leader be invited to attend the meeting of Council scheduled for 21<sup>st</sup> March.

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

**174. INFORMATION ITEM: COUNTRYSIDE COUNCIL FOR WALES**

The Chair reported receipt of correspondence from the above organisation (circulated with Agenda) informing the Town Council that a statutory review will commence in July 2012 of the maps of open access to mountains, moor, heath, down land and registered common land in Wales.

**RESOLVED** that the information be received.

**175. INFORMATION ITEM: RHYL MAESHYFRYD CEMETERY**

The Chair reported receipt of an e-mail from a Denbighshire County Council Cemeteries Officer (circulated with Agenda) advising the Town Council of the restricted remaining capacity at the Maeshyfyrd Cemetery.

**RESOLVED** that the information be received.

**176. 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.

**177. REQUEST FOR FINANCIAL ASSISTANCE – RHYL HIGH SCHOOL**

The Finance Officer presented his confidential report (circulated with Agenda) and explained that this request had not been dealt with as an application for a grant as part of the Council's 2012/13 Grant Aid Scheme because the request was for a 'one-off' event in the current year for which the Town Council had a separate budget.

The Finance Officer advised that the particular budget had already been committed to the Rhyl Air Show, but stated that Members' might like to consider using part of the Council's unspent 'Promotional' budget as an alternative. He explained that the students were travelling to Birmingham to take part in a national design and manufacturing project called 'The F1 Challenge', and that this would present an

excellent promotional opportunity in that the name of Rhyl would feature on the Team's stand, promotional kit and the car itself. Members were supportive and

**RESOLVED** that a contribution of £750 be approved.

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

**[Councillor I. A. Gunning declared a prejudicial interest in the above item due to his position as a Governor of the school, and vacated the Chamber taking no further part in discussion or voting thereon]**

**178. CYRIL ROBERTS MEMORIAL GARDEN**

The Town Clerk submitted his confidential report (circulated with Agenda) following a request by the Wellspring Christian Centre for the Town Council to transfer ownership of the Garden to the centre to enable it to provide parking for centre's users.

**RESOLVED** that the request be declined.

**[Councillor Mrs P. M. Jones declared a personal interest in the above item due to being a close relation to the "Roberts" family and vacated the Chamber, taking no further part in discussion or voting thereon]**

**179. CLOSURE OF MEETING**

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

Chair: .....

Date: .....