

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 2<sup>nd</sup> September 2015, 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 JP MBE, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Ms J. Hughes, A. R. James, Ms J. McAlpine, 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 Rev. S. Walker.

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

### **27. APOLOGIES**

Apologies were submitted from Councillors Mrs P. M. Jones (indisposed) and J. May (work commitment).

### **28. EXTERNAL AUDITORS OPINION ON COUNCIL'S ANNUAL RETURN 2014/15**

The Town Clerk reported receipt of the Council's External Auditor's response to the submitted annual return (circulated with Agenda) giving the Town Council a clean bill of health and asked for Members' approval for him to sign the Return on the Councils behalf.

**RESOLVED** *that the Annual Return be approved and the Chair of the Committee be authorised to sign the Return on the Councils behalf.*

### **29. TOWN COUNCIL NEWSLETTER**

The Town Clerk submitted his written report seeking confirmation of action taken during the Recess to approve in consultation with the Chair expenditure on the Town Council newsletter and seeking authority for expenditure on a further newsletter in 2015/16.

Members generally expressed their satisfaction over the current newsletter but identified a number of concerns which would need to be addressed for future newsletters including:

- Purdah Regulations in the run up to the National Assembly elections in May 2016 and the need to time future newsletters to avoid conflict.
- Delivery issues for some Members.
- Advance notice of newsletters delivery requirements
- Better input into the editorial from all Members.

**RESOLVED** *that*

- (a) *The actions of the Town Clerk in consultation with the Chair of Finance and General Purposes Committee in authorising the expenditure of £2,650 for the production of the newsletter be confirmed.*
- (b) *To confirm the establishment from balances of a specific Newsletter Budget of £5,500 for 2015/16 (£2,650 already spent).*
- (c) *To delegate full responsibility for overseeing the production and delivery of future newsletters to the Communications Working Group with the aim of producing two newsletters annually on a similar basis to that produced in August 2015.*
- (d) *Members wishing to have input into the newsletter to direct them to the Chair of the Communications Working Group, Councillor Moylan.*

**30. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL – VARIOUS ROADS RHYL (20MPH SPEED RESTRICTION) (EXPERIMENTAL ORDER 2015)**

The Town Clerk submitted details of the above experimental order and sought Members responses.

**RESOLVED** *that the Town Clerk to advise Denbighshire County Council:*

- (i) *That far more signage be erected in and around the zone to make the restriction much clearer,*
- (ii) *That greater publicity of the initiative was required.*

**31. CONSULTATION: NORTH & MID WALES ASSOCIATION OF LOCAL COUNCILS – PROPOSED REPORT TO MINISTER FOR PUBLIC SERVICES**

The Town Clerk advised receipt of the above document and sought authority of Council for the appointed Town Council representatives to endorse it at the next Association meeting.

**RESOLVED** *that the representatives be authorised to approve the document subject to:*

- (i) *inclusion of reference to the size of councils being an important factor and*
- (ii) *clarification over the role of the Boundary Commission.*

**32. CORRESPONDENCE: NORTH DENBIGHSHIRE COMMUNITIES FIRST CLUSTER**

The Town Clerk submitted correspondence received from North Denbighshire Communities First expressing appreciation for permitting them to present to the July Council and inviting Members to visit their Marsh Road facility.

**RESOLVED** *that the invitation be received and Members wishing to attend contact the Communities First directly.*

**33. MEMBERS' INFORMATION ITEMS**

- (i) Gateway Features

A Member referred to previous discussions at the Rhyl Town and Area Plan and the allocation of funding for the provision of gateway features for the Town and requested that the Town Clerk be instructed to write to DCC for an update.

**RESOLVED** that the Town Clerk to write to DCC to ask for an update on the planned entrance features.

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

(ii) Invitation to open day at Ty Golau (formerly Dewi Sant Centre)

The Town Clerk circulated an invitation for Members to attend an open day at Ty Golau.

**RESOLVED** that the invitation be received and those members wishing to attend to make direct contact with Ty Golau.

(iii) Dial a Ride

The Town Clerk reported receipt of correspondence from Dial a Ride inviting the Council to nominate a representative to sit on their Board.

**RESOLVED** that the invitation be received but no appointment be made.

(iv) Attendances at Meetings

The Town Clerk advised that he had been requested to ask those Members of Committees and Sub-Committees unable to attend meetings to tender their apologies in advance if possible to avoid meetings becoming inquorate. The Town Clerk also advised that a number of members of Sub-Committees were not attending meetings raising concerns that the same small number of members were now being asked to make decisions for the wider membership.

**RESOLVED** that the Town Clerk circulate a schedule of all Committees and Sub-Committees to all Councillors with a view to Members indicating whether they wish to continue to be appointed with a report being submitted to the next meeting to confirm responses.

### **34. 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.

### **35. BUDGET / INITIATIVE REVIEW**

The Town Council submitted his written report seeking confirmation of the current and envisaged expenditure for 2016 on major initiatives.

**RESOLVED** that the Town Clerk to make the next SOP Committee meeting a one agenda item only to progress the matters highlighted.

**36. OFFICE ACCOMODATION PROGRESS REPORT**

The Town Clerk advised on current progress and sought permission for a special meeting to be called for a full Member presentation.

***RESOLVED** the Town Clerk is authorised to call a special meeting of this Committee with Just Solutions present to give Members a full briefing.*

**37. STAFFING PROGRESS REPORT**

The Town Clerk advised that the Staffing Committee would be submitting a report to the next meeting of Council but that the post of Part Time Finance Officer had now been advertised in accordance with past authority.

***RESOLVED** that the report be received.*

**38. CLOSURE OF MEETING**

The Chair to close the meeting.

Chair: .....

Date: .....