

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 7th September 2016 at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

PRESENT

Councillor A. J. Rutherford (Vice-Chair)

Councillors B. Blakeley, Mrs J. Butterfield JP MBE, Mrs E. M. Chard, A. R. James, Ms J. McAlpine, B. Mellor, T. Thomas and Miss C. L. Williams.

Mr G. J. Nickels – Town Clerk
Miss H. J. Windus – Deputy Town Clerk

38. APOLOGIES

Apologies were submitted from Councillors I. Armstrong (indisposed), Mrs J. Chamberlain-Jones (on holiday), Ms J. Hughes (indisposed), Mrs P. M. Jones (indisposed), B. F. Moylan (indisposed), Mrs W. M. Mullen-James (indisposed), P. Prendergast (on holiday), S. H. Ratcliffe (on holiday), Miss S. L. Roberts (work commitment), D. Simmons (indisposed), W. N. Tasker (on holiday) and Rev. S. Walker (other commitment).

The Town Clerk reported that Councillor B. F. Moylan had not attended Council meetings for six months due to ill health, and asked Members to consider granting him special dispensation for his continued absence until the end of the current term of office.

RESOLVED that dispensation for continued absence be granted to Councillor Moylan until the Elections in May 2017.

39. AUGUST RECESS

The Town Clerk presented his report on the actions taken during the period (circulated with agenda) in consultation with the Mayor and relevant Chairs.

RESOLVED that the actions taken are approved.

40. PAYMENTS AND RECEIPTS REPORT – JUNE 2016

The Chair referred to the Town Clerk’s report (circulated with agenda) and to the schedule of payments made in June 2016.

	<u>Supplier name</u>	<u>Amount</u>	<u>Description of Goods & Services</u>
044	Sage & Co	30.00	Payroll Fees for June 2016
045	BT	113.04	Internet Services May to July 2016
046	HSBC	25.89	Bank Charges to 16th May 2016
047	WPS Insurance	6,146.38	Town Council Insurance Premium 2016/17
048	Gwasg Helygain	20.52	Poster for Royal Weekend
049	Tower Mint Ltd	247.80	Commemorative Coins for Royal Weekend

050	Gunsmoke Comms	1,440.00	Events Management Fees May 2016
051	Gunsmoke Comms	22.22	Novelty Gold Medals for Royal Weekend
052	Sioned-Cameron Graham	381.11	Translation Fees for March and April 2016 & Newsletter
053	RTC Staff	6,613.78	Staff Salaries June 2016
054	HMRC	2,526.09	PAYE deductions May 2016
055	Flintshire CC	3,631.18	Pension Deductions May 2016 plus deficit funding
056	Cllr S Roberts (Mayor)	997.50	Mayoral Allowance 2016/17 1 of 3
057	Cllr A James (Deputy Mayor)	332.50	Mayoral Allowance 2016/17 1 of 3
014	Denbighshire County Council	510.00	Council Tax for 2016/17 Instalment 3 of 10
058	BT	115.68	Rental Charges June to August 2016
059	Gwasg Helygain	1,331.52	Pop Up Banners x 2
060	Gunsmoke Comms	76.36	Sundry Items for Royal Weekend
061	Human Jukebox	980.00	Royal Weekend Fees and Travel
062	Faenol Fawr Hotel	140.00	Accommodation for Human Jukebox 11 June 2016
063	Paul O'Connor (Sol Cinema)	1,948.00	Sol Cinema Fees, Travel and Accommodation
064	Blachere	1,571.14	Lease Payment 2 year lease (Illuminations)
065	Blachere	4,380.00	Lease Payment 3 year lease (Illuminations)
066	Doug Mortimer ink	660.00	Artwork for Newsletter
067	Rhyl Community Association	1,771.80	Final 2015/16 Recharge for services
068	Benefit Advice Shop	5,500.00	Appeal Worker Funding Q1 2016/17
069	Gwasg Helygain	2,402.55	Printing for Newsletter
070	Nation Recruit	104.41	Temporary Staffing w/e 26th June 2016
	Total Payments	44,019.47	
	HSBC	28.38	Interest on 7 Day Money Market deposits
	HSBC	18.57	Quarterly Interest on Money Maker account
	Public Sector Deposit Scheme	12.34	Final Dividend
	Total Receipts	59.29	

RESOLVED that the report be approved.

41. PAYMENTS AND RECEIPTS REPORT – JULY 2016

The Chair referred to the Town Clerk's report (circulated with agenda) and to the schedule of payments made in July 2016.

	<u>Supplier name</u>	<u>Amount</u>	<u>Description of Goods & Services</u>
071	Shire Leasing	337.33	Avaya Phone System Lease
072	BT	342.07	Telephone Calls & Line Rental
073	BT	92.22	Telephone Calls & Line Rental
003	Rhyl Community Association	4,500.00	Wellington Road CC Rent Quarter 2 2016/17
074	Neopost	200.00	Franking Machine Top-up
075	Benefits Advice Shop	1,442.00	Trainee Welfare Rights Advisor - Payment 12 of 12
076	NWN Media	96.00	Advert to Support New Rhyl High School
077	Nation Recruit	178.99	Temporary Staffing w/e 3rd July 2016
078	Rhyl Steam Preservation Trust	144.05	Insurance 2016/17 for Billy & Nameplate
079	Rhyl Community Association	600.00	Adjustment to Quarter 1 Services Charges
080	St John's Cymru	100.80	First Aid for Royal Event
081	HSBC	12.25	Bank Charges 17th May 2016 to 16th June 2016
082	M J Graphics	192.00	Small Feather Flag & Base
083	N&MW Association of Local Councils	30.00	Lunch for 2 attendees at meeting
084	Gunsmoke Communications	1,440.00	Events Management Fees June 2016
085	Benefits Advice Shop	1,833.33	Appeal Worker July 2016
086	RTC Staff	6,635.19	Staff Salaries July 2016
087	HMRC	2,533.11	PAYE deductions June 2016
088	Flintshire CC	3,635.64	Pension Deductions June 2016 plus deficit funding
014	Denbighshire County Council	510.00	Council Tax for 2016/17 Instalment 4 of 10
089	Nation Recruit	223.74	Temporary Staffing w/e 10th July 2016
090	Nation Recruit	178.99	Temporary Staffing w/e 17th July 2016
091	Coastal Entertainments (Beachside Café)	500.00	Contribution towards Festival on 3rd July 2016
092	Bespoke Buffet	700.00	Catering for Civic Sunday
093	Blackwells Stonecraft Ltd	372.00	Inscription on Rhyl Cenotaph
094	Conrad	16.67	Stationary
095	Conrad	107.28	Stationary
096	Sage & Co	30.00	Monthly Payroll Fee July 2016
	Total Payments	26,983.66	

	HSBC	23.00	Interest on 7 Day Money Market deposits
	HMRC	5,521.16	VAT refund for Quarter 1 2016/17
	Santander	9.04	Interest on 31 Day Notice Account
	Total Receipts	5,553.20	

RESOLVED that the report be approved.

42. FINANCIAL ACCOUNTS TO 30th JUNE 2016 AND FORECASTS FOR THE 2016/17 FINANCIAL YEAR

The Town Clerk submitted his and the Finance Officer's joint report (circulated with agenda) reporting on performance against the budget.

RESOLVED that the report be received.

FURTHER RESOLVED that the Town Clerk to chase the Benefits Advice Shop for its financial forecast for 2017/18 and report back to the Strategic and Operational Planning (SOP) Committee.

43. INVESTMENTS REPORT

The Town Clerk submitted his and the Finance Officer's joint report (circulated with agenda) on the Council's investments.

RESOLVED that the report be received.

44. INVESTMENTS 2016/17 DEPOSIT

The Town Clerk submitted his and the Finance Officer's joint report (circulated with agenda) seeking approval for the deposit of the Council's Reserves.

RESOLVED that the deposit of £75,000 be made to Lloyds on a three month term.

45. RHYL TOWN COUNCIL MEMBERS' ALLOWANCES POLICY

Further to minute no.24 of the meeting held on 6th July 2016, the Town Clerk submitted his report (circulated with agenda) seeking to review the Town Council's policy.

RESOLVED that:

Determination 46: Costs and expenses of an annual £100 be declined.

Determination 47: Senior roles x 3 be introduced with an annual £500 awarded to each be declined.

Determination 48: Civic allowance to be accepted at the current rate.

Determination 49: Reimbursement of mileage to be accepted.

Determination 50: Reimbursement of subsistence to be accepted.

Determination 51: Attendance allowance be declined.

Determination 52: Financial loss allowance to be accepted.

Determination 53 & 54: Care allowances to be accepted.

The Town Clerk to make the appropriate provisions in the 2017/18 budget.

46. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL – COUNTY CONVERSATION PLANNING THE FUTURE OF WHERE YOU LIVE

The Chair reported receipt of the above (circulated with agenda) inviting the Town Council to appoint two or three representatives along to one of the planned consultations in either Trefnant (22nd September) or Clawddnewydd (27th September).

Members felt that this had been poorly communicated in Rhyl and that they intended to raise this at the appropriate Denbighshire County Council Scrutiny Committee the following day.

RESOLVED that Councillors Mrs E. M. Chard, A. R. James and B. Mellor to attend the 22nd September event.

FURTHER RESOLVED that the Town Clerk to find out the start time of the event and let the three representatives know.

47. CONSULTATION: NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS

The Town Clerk referred to the above and presented his report (circulated at the meeting) including suggested responses for Members' views on the proposed reorganisation of local Councils to determine an official response.

RESOLVED that the Town Clerk's suggested responses (Appendix B) be approved with the following additions:

Item no.2 – no action was not an option.

Item no.6 – that Town Councils did not have to accept any services from their Local Authorities.

48. FREE PARKING DAYS

The Town Clerk sought Members' approval for the same arrangement as last year for the five free parking days offered by Denbighshire County Council, should the scheme be operated this year.

RESOLVED that one of the days be used for the Christmas 'Switch On' event in November, with the remaining four for the four Saturdays leading to Christmas unless one of the days was needed to compliment a Town Council event during December.

49. MEMBERS' INFORMATION ITEMS

Promenade Shelters

A Member reported that work to install the three shelters would begin on Monday 12th September.

Members were pleased with the news, but disappointed that given that two of the shelters had been purchased entirely by the Town Council, Denbighshire County Council had not shared this information with it formally via the Town Clerk.

RESOLVED that a Member to relay the Town Council's complaint to Denbighshire County Council's Chief Executive Officer

50. 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.

51. MAYORS GALA 2016/17

The Town Clerk submitted his confidential report (circulated with agenda) in respect of the arrangements for the 2016/17 event.

RESOLVED that the event be held on 3rd March 2017 in line with Purdah requirements leading up to an Election (May 2017) at the Pavilion Theatre and for the evening to be paid for entirely by the Town Council to enable free admission for the public.

52. MAYORS CHARITY DINNER 2016

The Town Clerk submitted his confidential report (circulated with agenda) in respect of the arrangements for the 2016/17 event.

RESOLVED that the event be held on 9th December 2016 in line with Purdah requirements leading up to an Election (May 2017) and for the evening to be underwritten by the Town Council.

53. HERITAGE – REQUEST FOR FINANCIAL ASSISTANCE

The Town Clerk reported a recent request from a local author for financial assistance towards the publication of a book (report circulated with agenda) for Members' consideration.

RESOLVED that the request be referred to the Council's SOP Committee for its consideration.

54. STANDING ITEM: POLICE CLOSURE ORDERS

Further to minute no.79 of the meeting held on 3rd February 2016, the Town Clerk advised that no applications had been received from North Wales Police.

55. CLOSURE OF MEETING

The Chair to close the meeting.

Chair:

Date: