

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 3rd October 2018 at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

PRESENT

Councillor A. J. Rutherford (Chair)

Councillors Mrs J. Butterfield JP MBE, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, A. R. James, A. S. Johnson, B. Jones, P. Prendergast, Mrs D. L. King, Ms J. McAlpine, B. Mellor, Mrs W. M. Mullen-James, Miss S. L. Roberts, Ms V. Roberts, T. Thomas, R. J. Turner and Miss C. L. Williams.

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

49. APOLOGIES

Apologies were submitted from Councillors B. Blakeley, Ms J. Hughes and K. R. Jones.

50. DENBIGHSHIRE COUNTY COUNCIL – TEMPORARY PLANNING COMPLIANCE PROJECT OFFICER

Further to minute no.59 of the meeting of Council held on 19th September 2018, the Chair welcomed Mr Paul Mead, Development Manager, and Mr Wayne Williams, Temporary Planning Compliance Project Officer, to the meeting and invited them to address members.

Mr Mead introduced Mr Williams, who would be a visible presence in the town centre with responsibility for dealing with complaints around neglected and vacant buildings, allegations and acts of criminality and public realm issues.

At a recent public consultation event in Rhyl the general message received was about an overall feeling of untidiness in the town centre, which the new post would also tackle.

Mr Williams would be looking to make contact with as many landlords as possible, present and absent, with the aim of building a relationship with them to offer them mutually beneficial solutions where problems exist.

There would be a renewed focus on absent landlords.

Enforcement will be via warning notices initially, moving to the use of powers to serve notices and ultimately prosecutions for non-compliance.

In some incidences it may be necessary for Denbighshire County Council (DCC) to carry out the required works to a property and bill the landlord.

An advertising campaign was planned to carry the message throughout the town, with regular communications afterwards reporting successes and actions taken along the way.

The post was currently funded for two years, with hope for an extension beyond.

In response to members' questions, Mr Mead and Mr Williams advised that:

- Mr Williams had over nine years experience of 'enforcement' working for North Wales Police and in DCC's Housing department, predominantly with absent landlords.
- The post would cover the whole of the conservation area, with issues falling outside of the area being handled by Mr Adam Turner, Planning Compliance Officer for the whole of Denbighshire.
- Mr Williams would be very proactive and would not wait for complaints to come in.
- They had the tools to address these problems but would need to manage expectations. There is no quick fix for such established problems, but there would be a number of quick wins to help to influence public perception.
- Mr Williams would be in regular contact with all relevant DCC departments.
- DCC owned buildings needed to set the standard, so will be leading by example in terms of keeping their own buildings clean and tidy.
- They agreed that town councillors had a supporting role to play in reporting problems and making sure they're progressed.

On members' behalf, the Chair thanked Mr Mead and Mr Williams for their attendance, welcomed the new post and wished them well.

51. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – SEPTEMBER 2018

The Town Clerk presented his report (circulated with agenda) detailing the schedule of payments made.

| Voucher No. | Supplier name | Amount £ | Description of Goods & Services |
|-------------|-------------------------|-------------|---|
| 475 | Denbighshire CC | 707.00 | NNDR for Wellington Road - Payment 6 of 10 |
| 476 | Benefits Advice Shop | 916.66 | Part-Time Appeals Officer - Payment 6 of 12 |
| 572 | BT | 123.48 | Internet Line Rental |
| 573 | HSBC | 23.06 | Bank Charges 17 July 2018 to 16 August 2018 |
| 576 | Flintshire CC | 4,289.52 | Pension Contributions & Deficit Funding August 2018 |
| 577 | HMRC | 2,736.67 | Pay Deductions August 2018 |
| 578 | RTC Staff | 6,889.09 | Staff Salaries Sept 2018 |
| 579 | Gunsmoke Communications | 1,280.00 | Event Management Fees August 2018 |
| 580 | Sioned Graham- Cameron | 236.91 | Translation Fees to 30 August 2018 |
| 581 | BT | 151.68 | Rental Charges |

| Voucher No. | Supplier name | Amount £ | Description of Goods & Services |
|-------------|-----------------------|-------------------|---------------------------------|
| | Total payments | £17,354.07 | |

RESOLVED that the report was approved.

52. AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST (SCHEDULE B)

Further to minute no.143 of the meeting of Council held on 15th March 2017 and in accordance with the Council's adopted financial regulations, the Town Clerk submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

| Voucher No. | Supplier Name | Description of Service | Amount £ |
|-------------------------|-------------------------------------|--|------------------|
| 589 | Petty Cash | Top-up Petty Cash | 150.00 |
| 590 | BA Commercial | Valuation of Tynewydd Community Centre | 720.00 |
| 591 | Bernie Williams T/A Miles of Smiles | Facepainting at Wild Rhyl Event 22 Sept 2018 | 150.00 |
| 592 | Mrs V Reed T/A Fun Faces | Facepainting at Wild Rhyl Event 22 Sept 2018 | 105.00 |
| 593 | Gwasg Helygain | Flyers & Posters for Wild Rhyl Event | 270.60 |
| Total Schedule B | | | £1,395.60 |

and the following additions to the approved supplier list were approved:

- BA Commercial (Valuation of Tynewydd CC)
- V Reed T/A Fun Faces (Facepainting at 'Wild Rhyl')

RESOLVED that the schedule was approved for payment and signed by two councillors.

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

53. STATEMENT OF PETTY CASH PAYMENTS – 1st APRIL – 30th SEPTEMBER 2018

The Chair referred to the Town Clerk's report (circulated with agenda) with the payment schedule below attached as appendix A, for members' approval.

| Description of Goods & Services | Amount |
|---|--------|
| Sellotape | £0.79 |
| Refreshments | £13.89 |
| Bodum Cafetiere for Refreshments | £9.99 |
| Postage Signed for 1st Class | £1.77 |
| Refreshments for Mayor Inauguration Event | £46.61 |
| Range - Frame and Hooks | £4.48 |

| | |
|--|---------|
| Aldi - Britta Water Filter and Refills | £18.98 |
| Milk | £1.09 |
| Postage - Signed for BDO Audit Pack | £8.60 |
| Envelope | £0.70 |
| Sympathy Cards x 2 | £4.86 |
| Milk | £1.09 |
| Photo Frame | £7.00 |
| Brita Filters | £32.00 |
| Refreshments for Meetings | £8.74 |
| Total: | £160.59 |

RESOLVED that the schedule was approved.

54. REVIEW OF COMMITTEE MEMBERSHIP

Further to minute no.7 of the Annual Meeting of Council held on 16th May 2018 and following the recent elections of two new councillors, the Chair gave Councillor Miss S. L. Roberts and Councillor R. J. Turner the opportunity to put themselves forward for any of the council's committees and sub-committees (committee membership schedule circulated with agenda).

During the discussion Councillor A. R. James asked why, as a past Mayor, he was not an automatic member of the Civic and Social Events Sub-Committee?

The Town Clerk explained that although membership comprised of past Mayors only, it was up to individual councillors to express a wish to become a member of the sub-committee, usually at the Informal Meeting of Council or the Annual Meeting of Council.

RESOLVED that Councillor Roberts be added to the Risk-Assessment Sub-Committee and all past Mayors to be added to the Civic and Social Events Sub-Committee.

55. REPRESENTATIVES ON OUTSIDE ORGANISATIONS – CCTV PARTNERSHIP BOARD RESERVE

Further to minute no.14 of the Annual Meeting of Council held on 16th May 2018, and at the request of the council's current representative, Councillor B. Mellor, the Town Clerk asked for an alternative representative to attend the next partnership board meeting, due to Councillor Mellor being unable to attend.

RESOLVED that Councillor P. Prendergast was appointed to attend the November meeting.

56. CONSULTATION: LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES – REVIEW OF ELECTORAL ARRANGEMENTS OF THE COUNTY OF DENBIGHSHIRE

The Town Clerk referred to the Rhyl South East extract (circulated with agenda) and advised that the town council's representations had been agreed, with the outcome being that the current Rhyl South East ward would be split into Rhyl Trellewelyn and Rhyl Ty Newydd gaining an additional Denbighshire county councillor.

Councillor Mrs J. Butterfield thanked the Town Clerk for the preparatory work he had done for the town councillors who attended the consultation event, enabling them to take a full role in the debate and make their case strongly.

In addition, the Town Clerk suggested that this was an opportune time to address the current confused situation in that a number of properties within the Trellewelyn ward are isolated from all other properties in the same ward. Ideally these properties should be transferred to the Derwen ward. This would require Denbighshire County Council (DCC) to undertake a review of the town council ward boundaries. It would make sense for the Local Democracy and Boundary Commission to simultaneously change the county ward boundary too so that at election times, for simplicity, residents are going to the same polling station for both town and county elections.

The Town Clerk advised that DCC were in support of the transfer but only the Boundary Commission could change county boundaries. A similar transfer had recently taken place in Prestatyn.

RESOLVED *that:*

- (i) *the review arrangements were received.*
- (ii) *the Town Clerk to contact both DCC and the Boundary Commission to request the proposed town and county ward changes.*

57. MEMBER'S ITEM: DEMENTIA FRIENDS

Councillor Mrs D. L. King sought members' support for the town council to become a 'dementia friendly' organisation to raise awareness and understanding of the illness amongst town councillors.

Councillor King advised that the Friends of the Botanical Gardens had volunteered to set up a steering group to develop and expand the scheme from the community upwards, as was the requirement of the Alzheimer's Society.

RESOLVED *that the committee accepted the proposal.*

58. MEMBER'S ITEM: SCHOOL SMART CARDS

Councillor Mrs J. Butterfield JP MBE sought members' support for a letter to be sent to Denbighshire County Council to make them aware that school children are going without school meals due to insufficient credit on their smart cards.

RESOLVED *that the Town Clerk to write to DCC accordingly.*

59. MEMBER'S ITEM:

Councillor Mrs J. Butterfield JP MBE sought members' support for a letter to be sent to Denbighshire County Council to make them aware that a significant number of school children go without lunch during the school summer holidays, as they can't access the free school meal provided to them at school.

RESOLVED that the Town Clerk to write to DCC accordingly and ask if anything can be done to rectify this problem.

60. MEMBERS' INFORMATION ITEM: EAST RHYL COASTAL DEFENCE SCHEME

The Town Clerk circulated information about a series of open events exploring proposals being put forward to manage coastal flood risks to the East Rhyl community.

The events will be held on 11th October, 10am until 8pm and 8th November, 10am until 8pm in the Elwy Room at Rhyl Community Fire Station on the Coast Road.

RESOLVED that the information was received.

61. 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.

62. CCTV AGREEMENT

The town council's appointed representative on the CCTV Partnership, Councillor B. Mellor, advised that work was continuing on identifying criminal and anti-social hot spots in Rhyl and that a number of arrests had been made thanks to the coverage.

Councillor Mellor added that all of the new cameras were working well and that there was a healthy amount of funding in the pot for future re-investment in the scheme.

RESOLVED that Councillor P. Prendergast (the appointed representative to attend the November CCTV Partnership meeting) to ask what was planned for the camera pointing directly to the ground on the High Street, and to ask when the Airwaves app, to speed up the reporting process would be introduced.

63. POTENTIAL GRANT FUNDING

The Town Clerk confidentially reported for members' information that a large charitable foundation was currently in the initial stages of identifying Rhyl based charities/organisations to support. He would provide further information if and when he received anything more.

RESOLVED that the information was received.

64. REFURBISHMENT OF RHYL TOWN COUNCIL BUS SHELTERS

Further to minute no.12 of the meeting held on 6th June 2018, the Town Clerk presented his confidential report (circulated with agenda) recommending that the town council takes up Denbighshire County Council's (DCC) offer to refurbish the 12 shelters on Rhyl Coast Road owned by the town council at 50% of the cost, and in doing so accepts the transfer of ownership of another six shelters from them.

The refurbishment cost would be in the region of £7,000.

On completion of the refurbishment works 22 of the 28 shelters will have been improved.

The Town Clerk advised that he was in talks with DCC about extending the offer to the remaining six shelters and sought authority for these additional shelters to be included within the refurbishment programme if acceptable to the County Council.

The report further advised on how the refurbishment work could be funded by the Town Council

RESOLVED that

- (a) the offer was accepted and £7,000 approved for the works to the 12 shelters with additional funds being made available for the additional shelters subject to the County Council agreeing to match fund.*
- (b) the Town Council to accept responsibility for the transfer of the identified County Council shelters following the refurbishment*
- (c) the cost of the works to be met from transfers from underspent budgets as indicated within the report with any shortfall being met from the contingency budget.*

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

65. CLOSURE OF MEETING

There being no further business the Chair closed the meeting.

Chair:

Date: