

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 6th March 2019 at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

PRESENT

Councillor A. J. Rutherford (Chair)

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

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

104. APOLOGIES & ANNOUNCEMENT

Apologies were submitted from Councillors J. Ball, Ms J. Hughes, Mrs D. L. King, P. Prendergast, Miss S. L. Roberts and R. J. Turner.

105. SCHEDULE OF REGULAR PAYMENTS (SCHEDULE A) FOR 2019/20

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

Supplier & Description	Freq	Method	Amount incl VAT	Estimated for Year	Estimated excl VAT	Budget for Year
			£	£	£	£
RTC Staff Net Salaries	Mnthly	Bank Transfer	7,200	86,400	86,400	
HMRC Salary Deductions	Mnthly	Bank Transfer	3,000	36,000	36,000	
Flintshire CC Clwyd Pension Scheme	Mnthly	Bank Transfer	4,350	52,200	52,200	
Total for Staff Costs			14,550	174,600	174,600	175,000
Denbighshire CC - Council Tax (10 months)	Mnthly	Direct Debit	730	7,300	7,300	7,300
HSBC - Bank Charges	Mnthly	Direct Debit	20	240	240	250
Gunsmoke Communications - PR & Events	Mnthly	Bank Transfer	1,660	19,920	19,920	20,000
Sioned Graham-Cameron - Translation Services	Mnthly	Bank Transfer	200	2,400	2,400	2,500
Benefits Advice - Appeals Officer	Mnthly	Standing Order	917	11,000	11,000	11,000
Rhyl Community Association - Tynewydd CC	Qtrly	Standing Order	2,625	10,500	10,500	10,500
Sage & Company Payroll Services	Qtrly	Invoiced	93	372	310	350
BT Telephones - General Lines and Calls	Qtrly	Direct Debit	975	3,900	3,250	3,300
BT Telephones - Broadband	Qtrly	Direct Debit	120	480	400	400
Shire Leasing - Avaya Phone system	Qtrly	Direct Debit	360	1,440	1,200	1,200
Neopost - Franking Machine	Qtrly	Bank Transfer	180	720	720	750

Citizens Advice - Fuel Poverty Worker	Qtrly	Standing Order	2,000	8,000	8,000	8,000
Canda Copying - Copier Rental & Charges	Qtrly	Bank Transfer	540	2,160	1,800	1,800
Denbighshire County Council SC2 Loan	Invoiced	Bank Transfer	97,866	97,866	97,866	97,865

RESOLVED that the schedule was approved and signed by two councillors and the Town Clerk.

106. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – FEBRUARY 2019

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

Voucher No.	Supplier name	Amount £	Description of Goods & Services
671	Rhyl Community Association	2,500.00	Tynewydd CC Management Fee Q4 2018/19
679	HSBC	7.10	Bank Charges 17th December to 16th January 2019
655	Flintshire CC	4,214.51	Pension Contributions and Deficit Fundimng January 2019
656	HMRC	2,649.15	PAYE Deductions January 2019
680	Canda Copying	347.62	Rental and Colour Copying Charges
681	Canda Copying	276.00	Black & White Copying charges
682	RTC Staff	6,885.33	RTC Staff Salaries February 2019
683	Credifon (Neopost)	200.00	Franking Machine Top-Up
684	Gunsmoke Communications	1,440.00	Events Management Fees January 2019
476	Benefits Advice Shop	916.66	Part-Time Appeals Officer - Payment 11 of 12
	Total payments	£19,436.37	

RESOLVED that the report was approved.

107. 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 £
691	Scottish Power	Electricity Supply for Illuminations 2018/19	372.83
692	Mayor of Denbigh Charity Ball	1x Ticket donation to Charity Concert	8.00
693	St John Cymru Wales	First Aid provision for Christmas Film Event	60.00
694	Information Commissioner's Office	Annual Renewal Fee	35.00
Total Schedule B			£475.83

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.

108. FINANCIAL ACCOUNTS TO 31st DECEMBER 2018 AND FORECASTS FOR THE 2018/19 FINANCIAL YEAR

The Town Clerk presented his and the Finance Officer's joint progress report (circulated with agenda) showing performance against budget.

A member asked for an update on the position with Tynewydd Community Centre.

The Town Clerk advised that the centre was due to be considered by the Risk Assessment Sub-Committee this month, and that the allocated amount was for the possible refurbishment of the centre should the town council decide to keep the centre. If it decided to sell it, then the amount would be transferred into the Major Projects fund.

RESOLVED that the report was received.

109. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL PROHIBITION OF WAITING ORDER: A525 RHUDDLAN ROAD JUNCTION OF DONALD AVENUE

The Chair reported receipt of the above order (circulated with agenda) to improve safety and visibility at the junction and remove indiscriminate parking.

RESOLVED that the proposed order be noted.

110. MEMBER'S ITEM: SC2 TASTER SESSIONS

Councillor A. S. Johnson sought members' support for a letter of complaint to be sent to Denbighshire County Council for excluding larger local families to the taster sessions by limiting applications to families of four.

Councillor Johnson had asked the Town Clerk to contact Denbighshire County Council to convey his disappointment, and had been told that the limit had been duly lifted. However, too late for deadline for applications.

[Councillor T. Thomas arrived at this point in the meeting]

Members felt that the limit might perhaps have been due to supervision ratios or to prevent the offer from being abused?

They went on to say that Denbighshire County Council did not have to offer the free taster sessions out to the public, and that the point of the sessions was to test the facility before it officially opened to make sure that customer experience was the best it could be.

On being put to the vote, it was **RESOLVED** that no action be taken.

111. MEMBERS' INFORMATION ITEM: '999 COMMUNITY EVENT'

The Town Clerk reported that North Wales Police had contacted the town council to invite all councillors to the above event at Rhyl Rugby Club on 30th May.

The event aimed to increase engagement between the community and the emergency services and to humanise them to young people whilst delivering a crime prevention and health messages.

RESOLVED that the invitation was received.

112. 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.

113. ANNUAL RETURN 2017/18

The Town Clerk presented his confidential report (circulated at the meeting) following the Auditor General for Wales' correspondence in respect of the town council's external audit for 2017/18 and to seek members' direction.

RESOLVED that the Town Clerk's suggested response was approved with the advice received from Welsh Government to be added.

114. ANNUAL RISK REVIEW 2018 AND FORWARD PLAN FOR 2019/20

The Chair referred to the Risk Assessment Sub-Committee's report outlining the work undertaken by the committee and its proposed plan of work for 2018/19 (circulated with agenda).

RESOLVED that the 2018/19 review and the 2018/19 plan be approved subject to the Town Clerk in consultation with the Chair of Risk Assessment Sub-Committee being authorised to make appropriate amendments to reflect the outcome of the determination of the Council's 2017/18 Annual Return by the Auditor General.

115. CLOSURE OF MEETING

There being no further business the Chair closed the meeting.

Chair:

Date: