

At a hybrid meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 7th June 2023 commencing at 6.00pm.

PRESENT

Councillor A. J. Rutherford (Chair)

Councillors Mrs M. A. Blakeley-Walker, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Mrs J. M. Evans, S. Feeney, A. R. James, K. R. Jones, Mrs D. L. King, Ms J. L. McAlpine, Mrs W. M. Mullen-James, P. Prendergast, D. Simmons, A. Walker and Miss C. L. Williams.

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

1. APOLOGIES

Apologies were received from Councillors M. Blackwell, Mrs J. Butterfield JP MBE, B. Mellor, Miss S. L. Roberts and Ms V. Roberts.

2. DECLARATION OF VACANCY IN THE OFFICE OF COMMUNITY COUNCILLOR FOR THE RHYL CEFNDY WARD

The Town Clerk formally declared a vacancy in the office of Community Councillor for the Rhyl Cefndy Ward after the retirement from office of Mrs Pat Jones.

The Town Clerk advised that 10 electors from the Cefndy ward had until 27th June 2023 to make written requests to Denbighshire County Council's Monitoring Officer, for an election to be held to fill the vacancy.

That done, the County Council will then begin the process of holding an election.

3. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) - MAY 2023

The Chair referred to the Town Clerk's report (circulated with agenda) detailing the schedule of payments made and income received.

Voucher No.	Supplier name	Amount	Description of Goods & Services
1526	Tesco	3.00	Mobile phone insurance HW
1622	HSBC	22.00	Bank charges 17 th March to 16 th April 2023
1526	Tesco	2.94	Mobile phone charges
1630	Denbighshire CC	32,037.00	SC2 Loan 23/24 – payment 1 of 3
1627	HMRC	2,983.10	PAYE deductions for April 2023
1628	Clwyd Pension Fund	4,737.10	Pension deductions & deficit funding for April 2023
1629	RTC Staff	7,861.50	Net Pay for May 2023
1617	Denbighshire CC	753.00	NNDR WRCC Civic Offices 2023/24 – payment 2 of 10
1539	Tesco	3.00	Mobile phone insurance GN
	Total payments	48,402.64	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	244.52
HSBC	Interest on 7 Day Deposit	26.86
HSBC	Interest on 7 Day Deposit	26.86
HSBC	Interest on 7 Day Deposit	26.86
HSBC	Interest on 7 Day Deposit	26.86
Various	Tickets for Mayor's Charity Event	70.00
	Total income	£421.96

RESOLVED that the report was received and approved.

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

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

Voucher Number	Supplier	Details of Supply	Amount £
1631	North Wales Women's Centre	Distribution of Mayor's charity collection 22/23	1,126.08
1632	RNLI	Distribution of Mayor's charity collection 22/23	563.04
1633	Alzheimer's Society	Distribution of Mayor's charity collection 22/23	563.04
1634	Denbighshire Leisure Services	Venue & catering for Mayor's charity event 30/3/23 at 1891	1,897.50
1635	The Little Flower Monger	Flowers for a Councillor	40.00
1636	Canda Copying	Copier rental	259.32
1637	Canda Copying	Copier charges	232.20
1638	Morrisons	Flowers & wine for AGM	91.00
1639	Morrisons	Flowers for a Councillor	15.00
1640	Cllr D. L. King	Mayoral expenses April/May 2023	20.00
1641	JDH Business Services Ltd	Internal Audit 22/23 Final	423.00
1642	James Hallam Ltd	Commercial combined insurance renewal 2023	5,126.59
1643	James Hallam Ltd	Personal accident & travel insurance renewal 2023	437.69
1644	James Hallam Ltd	Engineering insurance renewal 2023	435.63
1645	Denbighshire Leisure Services	Room hire & catering for Mayor Making evening	1,592.85
	Total Schedule B		£12,822.94

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

5. INDEPENDENT REMUNERATION PANEL FOR WALES – MEMBERS’ ALLOWANCES FOR 2023/24

The Town Clerk referred to his report (circulated with agenda) relating to the town council’s policy for the payment of allowances in-accordance with the determinations of the Independent Remuneration Panel for Wales.

The Town Clerk advised that the Panel had made changes to its recommendations with regard to the Expenses Allowance available to members, in that the mandatory payment had been increased from £150 to £156.

The Town Clerk took the opportunity to remind members that they must let him know, in writing, if they did not wish to receive the amount or if they did not qualify to receive it (Appendices 3, 4 and 5 refers).

The second change was that a new mandatory Consumables Allowance had been introduced to reimburse members for consumables used to carry out their duties, to the value of £52 or to reimburse members’ actual costs incurred.

The Town Clerk felt that the payment of the set £52 would be the easier option and again reminded members to complete the relevant Appendices.

RESOLVED that members approve the set £52 payment and the proposed amended Town Council Policy as shown in Appendix 2.

6. TERMS OF REFERENCE FOR COMMITTEES AND SUB-COMMITTEES

The Town Clerk made reference to his report (circulated with agenda) seeking members’ confirmation of the Town Council’s Committees and Sub-Committees and their remits.

RESOLVED that the report was approved.

7. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS

The Chair reported vacancies on the Brickfield Pond Management Advisory Group, the Denbighshire County Council Services Review Stakeholders Group (Hafan Deg) and the Denbighshire Destination Partnership Group, and asked members to consider appointing to each.

The Town Clerk advised not to appoint to Hafan Deg Group as it had not met in the last four years.

RESOLVED that Councillor Miss C. L. Williams was appointed to the Brickfield Pond Management Advisory Group, that no appointment was made to the Hafan Deg Group and that Councillor Mrs E. M. Chard was appointed to the Denbighshire Destination Partnership Group.

8. APPOINTMENT OF ADDITIONAL COMMUNITY SCHOOL GOVERNOR

Further to min.no.5 of the Annual Meeting of Council, the Chair asked members to consider appointing an Additional Community School Governor to Ysgol Emmanuel.

RESOLVED that Councillor S. Feeney was appointed.

9. **FINANCIAL ACCOUNTS 2022/23 – PROVISIONAL OUT-TURN & RESERVES 2022/23**

The Town Clerk referred to his and Finance Officer's joint report (circulated with agenda) for members' consideration, namely to receive the report and the key variances and to note a forecast surplus of £27,112.

The Town Clerk briefly went through the proposed transfers to and from specific reserves and it was **RESOLVED** that these be £53,000 to the Major Projects Reserve, £7,000 to the Elections Reserve and £25,000 from the Elections Reserve, £4,120 from the National Lottery (Rhyl Reads) Reserve and £11,000 from the Tynewydd Community Centre Reserve.

10. **ANNUAL RETURN 2021/22 – CONCLUSION OF AUDIT**

The Chair reported receipt of the external auditor's report (circulated with agenda) for members consideration and to approve the Annual Return for 2021/22, which was six months late due to delays at the Welsh Audit Office.

RESOLVED that the report was received and the Annual Return for 2021/22 was approved.

11. **ANNUAL FINANCIAL STATEMENTS 2021/22**

The Chair referred to the Town Clerk and the Finance Officer's joint report and Financial Statements for 2021/22 (circulated with agenda) for members' approval.

RESOLVED that the report was received and the Financial Statements were approved.

12. **CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL – COUNCIL TAX PREMIUMS ON LONG-TERM EMPTY HOMES AND SECOND HOMES**

The Chair reported receipt of the above consultation (circulated with agenda) and asked members to either submit their own individual responses or respond corporately as the Town Council?

RESOLVED that members to submit their own individual responses.

[Councillor Mrs W. M. Mullen-James declared a personal interest in the above item due to her position as a Denbighshire County Council Cabinet member]

13. **CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL – DENBIGHSHIRE REPLACEMENT LOCAL DEVELOPMENT PLAN (LDP) CANDIDATE SITES**

The Town Clerk reported receipt of the above consultation and candidate site maps (circulated with agenda) and asked members to consider appointing two members to attend the nearest planned information session at Meliden Community Association, 10 Ffordd Talargoch in Meliden between 5pm and 7pm on Thursday 6th July.

The Town Clerk advised that the identified sites had been put forward by local landowners and by developers for consideration at this early stage.

A member added that all Denbighshire County Councillors could attend any of the three sessions.

Members were also advised to pass their concerns and questions to the appointed members, so that all representations can be made.

RESOLVED that Councillor A. Walker was appointed to attend the session in Meliden and Councillor Mrs J. Chamberlain-Jones to ask her fellow Ward Councillor, Councillor Miss S. L. Roberts, if she is able to attend and will inform the Town Clerk. If Councillor Roberts is unable to attend then consideration of a second representative will be put to the meeting of Council on 21st June.

FURTHER RESOLVED that a Local Development Plan (LDP) officer from Denbighshire County Council to be invited to a future meeting of Council to provide an overview of the LDP process and document.

14. 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.

15. CONFIDENTIAL MINUTES

The following minutes were submitted (circulated with agenda) for members' information and approval of the recommendations contained therein:

Civic & Social Events - 3rd May 2023 - Min. Nos. 1-7
Sub-Committee

RESOLVED that the minutes were received and approved.

16. INSURANCE RENEWAL 2023/24

Further to min.no.168 of the meeting of Council held on 19th April 2023, the Town Clerk referred to his and the Finance Officer's confidential joint report (circulated with agenda), as was submitted to and approved by the Risk Assessment Sub-Committee on 29th May 2023, for members' approval.

RESOLVED that the report was approved.

17. ADDITIONAL ITEM: FORMER COUNCILLOR MRS PAT JONES

The Town Clerk reported that a number of members had suggested that Mrs Pat Jones be nominated for Honorary Freeperson of Rhyl, and that it was normal practice to receive nominations at the December Meeting of Council.

The Town Clerk added that members had asked if the nomination could be considered in time to present Mrs Jones with the honour at the planned private meal for her at the end of the month.

The Town Clerk therefore asked if any member objected to the request to set aside the town council's policy on this occasion, and fast-track the nomination, which would require a Special Meeting of Council to be held to consider it.

RESOLVED that the Town Clerk to call a Special Meeting of Council immediately after the meeting of Council to be held on 21st June to formally confirm the nomination.

18. CLOSURE OF MEETING

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

Chair:

Date: