

At a hybrid meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 7th February 2024 commencing at 6.00pm.

PRESENT

Councillor B. Mellor (Vice-Chair)

Councillors M. Blackwell, Mrs J. Butterfield JB MBE, Mrs E. M. Chard, Mrs J. M. Evans, S. Feeney, A. R. James, K. R. Jones, Mrs D. L. King, Mrs W. M. Mullen-James, Ms R. S. Roberts, Ms V. Roberts, D. Simmons and Miss C. L. Williams.

Miss H. J. Windus – Deputy Clerk

65. APOLOGIES

Apologies were received from Councillors Mrs M. A. Blakeley-Walker, Miss S. Fleming, Ms J. L. McAlpine, A. J. Rutherord, A. Walker and from the Town Clerk.

66. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – JANUARY 2024

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
1754	BT	606.79	Telephone & maintenance charges
1526	Tesco	3.00	Mobile phone insurance HW
1755	HSBC	11.75	Bank charges
1526	Tesco	12.99	Mobile phone charges HW
1756	HMRC	5,001.39	PAYE deductions Dec 2023
1757	Clwyd Pension Fund	6,035.91	Pension deductions & Deficit Funding Dec 2023
1758	RTC Staff	8,301.07	Net Pay Jan 2024
1617	Denbighshire CC	753.00	NNDR WRCC Civic Office 2023/24 – payment 10 of 10
1658	Benefits Advice Shop	1,166.67	Appeals Officer 23/24 – payment 10 of 12
1539	Tesco	3.00	Mobile phone insurance GN
1767	Denbighshire CC	32,037.00	SC2 Loan 23/24 – payment 3 of 3
1539	Tesco	12.99	Mobile phone charges GN
	Total payments	53,945.56	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	295.99
HSBC	Interest on 7 Day Deposit	17.66
HSBC	Interest on 7 Day Deposit	26.85
HSBC	Interest on 7 Day Deposit	26.85
HSBC	Interest on 7 Day Deposit	26.85
HSBC	Interest on 6 month Deposit	2,209.07
	Total income	2,603.27

RESOLVED that the report was received and approved.

67. 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 £
1769	Lawnsience	Treatment at Remembrance Gardens 19/1/24	42.00
1770	Flintshire CC Chairman's Charity	Donation in-lieu of attendance at Annual Charity Dinner	20.00
1771	Cllr J. L. McAlpine	Mayoral Allowance 23/24 – payment 3 of 3	433.33
1772	Cllr C. L. Williams	Deputy Mayoral Allowance 23/24 – payment 3 of 3	133.32
1773	Cllr J. L. McAlpine	Senior Role Allowance 23/24 – payment 3 of 3	166.66
1774	Cllr C. L. Williams	Senior Role Allowance 23/24 – payment 3 of 3	166.66
1775	Information Commissioners Office	Annual Fee	35.00
1776	Holywell Town Council	Tickets x2 for Charity Ball	52.00
1777	Prestatyn Town Council	Tickets x2 for Charity Evening	56.00
1778	Rhuddlan Town Council	Tickets x2 for Charity Concert	20.00
1779	Denbighshire CC	Rhyl Cefndy Ward By-Election Costs	3,390.16
1780	Sage & Co	Payroll Services Oct – Dec 2023	102.60
	Total Schedule B		4,617.73

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

68. FINANCIAL ACCOUNTS TO 31st DECEMBER 2022 AND FORECASTS FOR THE 2023/24 FINANCIAL YEAR

The Deputy Clerk referred to the Town Clerk and the Finance Officer's joint report (circulated with agenda) showing performance against budget and notably that a £15,057 surplus (before transfers to/from specific reserves) for the year was forecast and the intention to transfer £31,573 into the Major Projects Reserve, £7,000 into the Elections Reserve and £5,000 into a new Specific Reserve for Civic Regalia.

RESOLVED that the report was received.

69. ANNUAL INVESTMENT STRATEGY 2024/25

The Deputy Clerk made reference to the Town Clerk and Finance Officer's joint report (circulated with agenda) for members' approval.

RESOLVED that the report was approved.

70. INVESTMENTS PERFORMANCE REPORT – QUARTER 3 2023/24

Further to min.no.72 of the meeting of Council held on 18th October 2023, the Deputy Clerk referred to the Town Clerk and the Finance Officer's joint progress report (circulated with agenda) showing performance against budget of the Town Council's investments.

RESOLVED that the report was received.

71. HSBC DEPOSIT INVESTMENT REPORT

Further to min.no.43 of the meeting of Council held on 19th July 2023, the Deputy Clerk made reference to the Town Clerk and Finance Officer's joint report (circulated with agenda), seeking authority in accordance with the Town Council's Investment Policy, to re-invest another £85,000 in February 2024 on a six-month term basis with HSBC.

The Deputy Clerk advised that the last six-month investment of £85,000 had yielded £2,209.07 and that the next investment forecasted a return of £1,955 (with an interest rate of 4.60%), but that this was dependant on the rate offered on the day the deposit was made, so might be slightly less or more.

RESOLVED that the proposed six-month investment was approved.

72. INTERNAL AUDIT INTERIM REPORT 2023

The Deputy Clerk referred to the Town Clerk and Finance Officer's joint report (circulated with agenda) and to the two issues raised by the Internal Auditor for the Risk Assessment Sub-Committee to action and monitor.

The two issues being:

- to widen the net and give more time for prospective tenders and quotes when looking for providers of Illuminations and plants to encourage more responses
- to set a formal timetable for budget setting to be produced, agreed and approved for 2025/26

The Deputy Clerk advised that a formal budget setting timetable had now been produced.

RESOLVED that the report was received and the two issues raised delegated to the Risk Assessment Sub-Committee.

73. CONSULTATION: BT – REMOVAL OF TELEPHONE BOX, RHYDWEN DRIVE, RHYL

The Deputy Clerk made reference to the above consultation (circulated with agenda) showing just 23 calls had been made from the telephone box in the last 12 months and asked members to therefore consider its removal.

RESOLVED that the consultation was received with no objections raised to the proposed removal.

74. 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.

75. CONFIDENTIAL MINUTES

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

Strategic & Operational - 13th November 2023 - Min. Nos. 21-25
Planning (SOP) Committee

Risk Assessment - 23rd October 2023 - Min. Nos. 16-26
Sub-Committee

Strategic & Operational - 8th January 2024 - Min. Nos. 26-30
Planning (SOP) Committee

RESOLVED that the minutes were received and approved.

The Deputy Clerk reported that the Town Clerk's email to all members asking for their aspirations/ideas for future projects for the SOP Committee to consider for inclusion in the 2022-2027 Town Plan, had prompted just two responses.

The Deputy Clerk advised that the SOP Committee would be meeting at 4.00pm on Monday 12th February, and asked members get their contributions to the Town Clerk before then.

76. CLOSURE OF MEETING

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

Vice-Chair:

Date: