

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 6th September 2017 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, S. Harris, Ms J. Hughes, A. R. James, A. S. Johnson, K. R. Jones, Mrs P. M. Jones, Mrs D. L. King, Ms J. McAlpine, 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

44. APOLOGIES

Apologies were submitted from Councillors J. Ball, Mrs E. M. Chard, B. Jones, B. Mellor and P. Prendergast.

45. PAYMENTS AND RECEIPTS REPORT JUNE / JULY / AUGUST 2017

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

Voucher No.	Supplier name	Amount £	Description of Goods & Services
282	BT	113.04	Internet Line Rental
253	Sage & Co	30.00	Payroll Services June 2017
283	HSBC	7.31	Bank Charges 17 April to 16 May 2017
284	Flintshire CC	4,178.89	Pension Contributions and Deficit Funding May 2017
285	HMRC	2,582.87	Payroll Deductions May 2017
286	RTC Staff	6,867.08	Staff Salaries June 2017
287	Gunsmoke Communications	1,440.00	Events Fees May 2017
304	Sioned Graham-Cameron	392.45	Translation Costs
260	Benefits Advice Shop	916.66	Appeals Officer Contribution 3 of 12
258	Denbighshire CC	686.00	Council Tax 2017/18 Payment 3 of 10
307	BT	126.48	Line Rental
308	Shire Leasing Group	337.33	Avaya Telephone System Lease Q1 2017/18
309	BT	342.69	Calls & Line Rental
310	BT	85.64	Calls & Line Rental
252	Rhyl Community Association	4,500.00	Rent for Upper Floor Wellington Road Quarter 2 2017/18

253	Sage & Co	30.00	Payroll Services July 2017
311	Sage & Co	18.00	Payroll Services July 2017 - Extra Audit requirements
312	HSBC	15.40	Bank Charges 17 May to 16 June 2017
324	Flintshire CC	4,199.20	Pension Contributions and Deficit Funding June 2017
325	HMRC	2,623.60	Payroll Deductions June 2017
321	RTC Staff	6,822.73	Staff Salaries July 2017
322	Gunsmoke Communications	1,460.00	Events Fees June 2017
323	Sioned Graham-Cameron	243.55	Translation Costs
260	Benefits Advice Shop	916.66	Appeals Officer Contribution 4 of 12
258	Denbighshire CC	686.00	Council Tax 2017/18 Payment 4 of 10
269	Citizens Advice Bureau	2,000.00	Energy Advisor Contribution 2 of 4 2017/18
271	Rhyl Community Association	6,650.00	Service Charges for Wellington Road Quarter 2 2017/18
331	HSBC	5.50	Bank Charges 17th June to 16th July 2017
253	Sage & Co	30.00	Payroll Services May 2017
332	Flintshire CC	4,178.89	Pension Contributions and Deficit Funding July 2017
333	HMRC	2,582.86	Payroll Deductions July 2017
334	RTC Staff	6,920.48	Staff Salaries August 2017
335	Gunsmoke Communications	1,600.00	Events Fees July 2017
260	Benefits Advice Shop	916.66	Appeals Officer Contribution 5 of 12
258	Denbighshire CC	686.00	Council Tax 2017/18 Payment 5 of 10
336	Neopost	200.00	Franking Machine Top-Up
	Total Payments	65,391.97	

RESOLVED that the report was approved.

46. **AUTHORISATION OF PAYMENTS / ADDITIONS TO APPROVED SUPPLIERS LIST**

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) together with details of emergency payments he had made during the Recess of Council.

The report also identified additions to the approved supplier list.

a) *Schedule B payments for approval (13th July – 31st August 2017)*

Payments made under Delegated Authority to Town Clerk / Emergency Payments in Recess			
Voucher No.	Supplier Name	Description of Service	Amount £
326	Handmade Buffet Company	Catering for Civic Sunday	400.00
327	Gunsmoke Communications	Social Media for Beatles Street Event	33.85
328	Mike Lewis	Stage and Generator for Beatles Street Event	420.00
329	NWN Media Ltd	Advert in Support of Rhyl Carnival	42.00
330	St John Cymru Wales	First Aid provision for Beatles Street Event	72.00
Total Schedule B : Payments for Approval (Paid During Recess)			967.85
Schedule B : Payments for Approval			
Voucher No.	Supplier Name	Description of Service	Amount £
337	Canda Copying Limited	Rental and Black & White Copies	327.11
338	Canda Copying Limited	Colour Copies	93.78
339	Denbighshire County Council	Election Costs	19,134.12
340	BJS Solutions	ICT Contract 2017	1,554.00
Total Schedule B : Payments for Approval			21,109.01

b) The following additions to the approved supplier list be approved

- Handmade Buffet Company – catering for Civic Sunday
- Mike Lewis – stage & generator for Beatles Street event

RESOLVED that the schedules were approved for payment and signed by the Chair and the Mayor.

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

47. FINANCIAL ACCOUNTS TO 31st JULY 2017 AND FORECASTS FOR THE 2017 / 18 FINANCIAL YEAR

The Town Clerk presented his and the Finance Officer's joint report (circulated with agenda) showing performance against budget and reported a total surplus of £41,134 thanks to savings made across a number of budget headings.

Referring to appendix B, a member queried the £60,000 starting budget for Grounds Maintenance, which they thought was £65,000.

The Town Clerk advised that Council had approved a £5,000 reduction in the budget at Finance and General Purposes meeting held in January 2017, which was due to significant savings made by the Grounds Maintenance Sub-Committee.

With regard to appendix B, Public Spaces – Bus Shelters inc. Cleaning, a member reported that the Promenade shelters were quite dirty.

RESOLVED that the Town Clerk to contact DCC to request the cleaning of the seaside shelters on the Promenade.

48. INVESTMENTS REPORT

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

RESOLVED *that the report was received.*

49. AUGUST RECESS REPORT

The Town Clerk submitted his report (circulated with agenda) giving details of the actions taken by himself and the appropriate Chair or Vice-Chair during the recess period, for members to note and confirm.

RESOLVED *that the report was received and all actions approved.*

50. NATURAL RESOURCES WALES – FLOOD WARDENS

The Chair reported receipt of correspondence from the above (circulated with agenda) in respect of an offer to meet with town councillors to discuss the role of the town's Flood Wardens and Community Flood Plan and also to advise upon the multi-agency flooding exercise taking place in Rhyl in October for the Rhyl East area.

A number of members who are flood wardens advised of their frustration that they had not been contacted at all by Natural Resources Wales during any past period of flooding in Rhyl.

RESOLVED *that:*

- i) the invitation to meet with the councillors who were also flood wardens was accepted.*
- ii) Councillor Miss C. L. Williams to attend the planned exercise in Rhyl in October.*
- iii) Councillors A. S. Johnson and Ms J. L. McAlpine to be added to the list of flood wardens.*

51. REQUEST TO ADDRESS COUNCIL – SPORDED NORTH WALES

The Chair reported receipt of correspondence from the above (circulated with agenda), namely Ms Debra Barker, introducing herself and offering to address a future meeting of Council on the work of Spored North Wales.

RESOLVED *that the request was approved.*

52. MEMBER'S ITEM: BUS SHELTER MAINTENANCE PROGRAMME

In Councillor B. Jones' absence, Councillor T. Thomas referred to recent offensive graffiti written on a wall close to a bus shelter in the vicinity of the Sainsburys supermarket, as addressed by Councillor Jones during the summer.

Councillor Thomas passed on Councillor Jones' disappointment with the Town Clerk's slow response to this issue.

The Town Clerk advised that his enquiries into ownership of the wall had taken some time, as every party approached (DCC, Sainsburys, Arriva) reported that they were not responsible for it. Who was responsible for the wall remained a mystery, but in the meantime DCC had kindly removed the graffiti.

A member advised that the retail park as a whole was owned by a management company.

53. MEMBER'S ITEM: PARKING ON GARNETT AVENUE

In Councillor B. Mellor's absence, the Town Clerk advised that residents on Garnett Avenue had complained about cars parking in front of their properties whilst the car park at St. Mary's Church was being resurfaced, and therefore out of use.

Father Ramsay had asked parishioners to park respectfully during this period of time and had apologised for any inconvenience.

The resurfacing was now complete.

54. MEMBER'S ITEM: REQUEST FOR USE OF COUNCIL CHAMBER

Councillor Mrs J. Chamberlain-Jones, on behalf of the North Wales Adoption Agency, sought members' permission for the agency to use the Council Chamber and the Committee Room six times a year as their current premises at Russell House in Rhyl was unsuitable for the agency's confidential work.

Councillor Chamberlain-Jones explained that each session brought together prospective foster and adoptive parents with social workers and the fostering and adoption panel, at which decisions would be made about their suitability.

Councillor Chamberlain-Jones added that the panel brought their own tea, coffee, etc, and that lunch would be provided by a caterer arranged by the agency, so no burden would be put upon the Town Council's resources.

Discussions took place about wanting to accommodate the agency and about setting a precedence for other groups of workers carrying out work of equal sensitivity in unsuitable conditions, like social workers over at Russell House, and the agency's ability to afford alternative rooms in Rhyl before approaching the Town Council.

Councillor Chamberlain-Jones advised that the agency had looked into hiring rooms at the Wellington Community Centre, but that they did not meet their confidentiality requirements.

Upon being put to the vote, it was **RESOLVED** *that the request was successful. Councillor Chamberlain-Jones to ask the agency to contact the Town Clerk to arrange suitable dates and times.*

55. MEMBER’S ITEM: NEW MANAGER OF WHITE ROSE CENTRE

Councillor T. Thomas sought members’ support in inviting the new manager, Ms Sue Nash, to introduce herself at a meeting of Council at the earliest opportunity.

RESOLVED that the request was approved, but the presentation be limited to 15 minutes to enable two presentations to be fit onto a forthcoming agenda.

56. MEMBER’S ITEM: ‘RHYL HEYDAYS’

In Councillor B. Jones’ absence, Councillor T. Thomas advised that due to licensing issues and timescales the planned event would not now be held until June 2019.

57. MEMBERS’ INFORMATION ITEMS

The Town Clerk reminded members that the Chief Constable of North Wales Police would be attending the next meeting of Council.

58. 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.

59. STAFFING COMMITTEE – ESTABLISHMENT

The Town Clerk reported a recent request by the Finance Officer, to reduce his hours from 15 hours to 11 hours per week, which had been agreed by the Staffing Committee for a trial period of six months starting on 1st August, with some flexibility around the post’s busier periods.

RESOLVED that the report was received.

60. 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.

61. CLOSURE OF MEETING

There being no further business the Chair closed the meeting.

Chair:

Date: