

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 3<sup>rd</sup> April 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, Mrs D. L. King, Ms J. McAlpine, B. Mellor, Mrs W. M. Mullen-James, P. Prendergast, Miss S. L. Roberts, Ms V. Roberts and T. Thomas.

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

**116. APOLOGIES**

Apologies were submitted from Councillors J. Ball, Ms J. Hughes and Miss C. L. Williams.

**117. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – MARCH 2019**

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

Voucher No.	Supplier name	Amount £	Description of Goods & Services
695	Sioned Graham Cameron	575.86	Translation Services
696	HSBC	14.00	Bank Charges 17th January to 16th February 2019
700	BT	128.16	Line Rental Charges
476	Benefits Advice Shop	916.66	Part-Time Appeals Officer - Payment 12 of 12
697	Flintshire CC	4,214.51	Pension Contributions & Deficit Funding February 2019
698	HMRC	2,649.35	PAYE Deductions February 2019
701	RTC Staff	6,885.13	Staff Salaries March 2019
699	Gunsmoke Communications	1,440.00	Events Management Fees February 2019
704	BT	151.68	Line Rental & Maintenance Charges
	<b>Total payments</b>	<b>£16,975.35</b>	

**RESOLVED** that the report was approved.

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

Further to minute no.143 of the meeting of Council held on 15<sup>th</sup> 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 No.	Supplier Name	Description of Service	Amount £
708	Gunsmoke Communications	Daffodils for St David's Day Event	15.00
709	Mayor of Colwyn Bay Charity	Donation for Event being held 27 April 2019	15.00
710	Ruthin Town Council Mayor's Charity	2 x tickets to event 12th April 2019	20.00
711	Denbighshire CC	Contribution to Bus Shelter renovation works	10,095.00
712	Denbighshire CC	Repairs to Lorne Pub – damage from Illuminations	282.24
713	Rhuddlan Charity Account	2 x tickets to Mayor's fish & Chips fundraiser evening on 26th April 2019	20.00
714	Rhyl Rugby Club	Deposit for Venue hire	60.00
<b>Total Schedule B</b>			<b>£10,507.24</b>

**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.

**119. STATEMENT OF PETTY CASH PAYMENTS: 1<sup>st</sup> OCTOBER 2018 – 31<sup>st</sup> MARCH 2019**

The Chair referred to the Town Clerk's report (circulated with agenda) requiring members' approval of expenditure from petty cash during the above six month period, payment schedule attached as appendix A.

**RESOLVED** that the following payments were approved.

Description of Goods & Services	Amount
Sympathy card for Cllr J. Chamberlain-Jones	£0.99
Britta water filters	£7.49
Tape for parking machines (Christmas)	£4.50
Tape for parking machines (Christmas)	£4.50
Prizes for Christmas Windows Competition	£45.94
Certificate frames	£18.00
Christmas Council refreshments	£71.48
Office/meeting refreshments	£23.33
Certificate frames	£24.50
Milk	£1.09
Sellotape	£0.79
<b>Total</b>	<b>£202.61</b>

**120. CORRESPONDENCE: TRAFFIC ISSUES VALE ROAD AND GRANGE ROAD**

Further to minute no.72 of the meeting held on 7<sup>th</sup> November 2018, the Chair reported receipt of the above from Mr Peter Lea, Denbighshire County Council's Principal Engineer – Traffic Management (circulated with agenda).

**RESOLVED** *that the correspondence was received.*

**121. MEMBERS' INFORMATION ITEM: MAYOR'S CHARITY EVENING**

The Town Clerk reminded members to respond to the Civic and Administrative Support Officer's e-mail inviting them to the Mayor's event at the Town Hall on 27<sup>th</sup> April.

**122. 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.*

**123. REVIEW OF TOWN PLAN – PRIORITISATION OF MEMBERS' ASPIRATIONS**

Further to minute no.147 of the meeting of Council held on 20<sup>th</sup> February 2019, the Town Clerk presented his confidential report (circulated with agenda) on 38 aspirations submitted for consideration for delivery over the life of the council for inclusion within the developing plan.

The Town Clerk advised that the Strategic and Operational Planning (SOP) Committee had completed an initial assessment of the ideas put forward and removed six as they were deemed to be beyond the practical ability of the council to successfully deliver, leaving 32 in need of prioritising.

**RESOLVED** *that members are to complete the aspirations form circulated and identify their personal top five for the SOP Committee to score and progress, which they should submit before 12.00pm on Friday 5<sup>th</sup> April.*

**124. ESTABLISHMENT – COST OF LIVING PAY AWARD**

The Town Clerk submitted his confidential report (circulated with agenda) on the implementation of the 2019 pay settlement (minimum 2%).

The Town Clerk reported that due to the changes to Denbighshire County Council's spinal column points (SCP) and pay grade bandings one of the town council's posts would either receive just a 1.3% pay increase or a 3.35%.

Where this had occurred at Denbighshire County Council they had assimilated to the higher grade to ensure that all staff would receive the agreed minimum of a 2% raise.

**RESOLVED** *that the post should be assimilated to SCP 22 and receive the 3.35% increase, with the remaining three posts' 2% increase approved.*

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

**125. TYNEWYDD COMMUNITY CENTRE**

The Town Clerk presented his confidential report (circulated with agenda) and advised that a letter (approved by the Risk Assessment Sub-Committee and attached as appendix A) had been sent to the Rhyl Community Association (RCA).

On receipt of a reply from the RCA, then the prepared letter to the centre's user groups (attached as appendix B) would be sent to gather information from the groups to form part of the town council's review.

**RESOLVED** that the town council awaits a response from the RCA before sending the letter to the user groups.

**126. CLOSURE OF MEETING**

There being no further business the Chair closed the meeting.

Chair: .....

Date: .....