

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

PRESENT

Councillor B. Mellor (Vice-Chair)

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

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

25. APOLOGIES

Apologies were submitted from Councillors J. Ball, Ms J. Hughes, Miss S. L. Roberts and A. J. Rutherford.

26. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – OCTOBER 2019

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
845	Shire Leasing	337.33	Avaya Telephone System Lease payment Q3 19/20
843	BT	386.36	Line Rental and Call Charges
844	BT	99.86	Line Rental
852	HSBC	15.49	Bank Charges 17 August 2019 to 16 September 2019
856	Flints CC (Clwyd Pension Fund)	4,290.48	Pension Contributions & Deficit Funding Sept 2019
855	HMRC	2,742.91	PAYE Deductions Sept 2019
853	Gunsmoke Communications	1,440.00	Events Management Fees for Sept 2019
854	RTC Staff	7,164.52	Staff Salaries September 2019
716	Denbighshire CC	723.00	NNDR for Wellington Road Offices - Payment 7 of 10
723	Benefits Advice Shop	916.67	Part Time Appeals Officer 19/20 Payment 7 of 12
861	Sage & Co	93.00	Payroll Fees for July to September 2019
731	Citizen's Advice Bureau	2,000.00	Energy Efficiency Officer 19/20 Payment 3 of 4
	Total payments	£20,209.62	

Category	Description	Amount
Interest	Santander 31 Day Notice Account	40.07
Interest	HSBC 7 Day Money Market	28.78
Interest	HSBC 7 Day Money Market	28.30
VAT	VAT Refund - Quarter 2 Claim to HMRC	10,634.48
Interest	HSBC 7 Day Money Market	28.30
Interest	HSBC 7 Day Money Market	28.31
Interest	HSBC 7 Day Money Market	28.31
	Total income	10,719.40

RESOLVED that the report was approved.

27. 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 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 £
862	Cllr E Chard	Mayoral Expenses September 2019	125.60
863	Pottles Premier Plants Ltd	Winter Bedding Plants	1,473.36
864	Cllr B Mellor	Travel Expenses	65.25
865	Cllr D King	Deputy Mayoral Expenses September 2019	41.40
866	Conrad Office & Art	Stationary	280.41
867	Bernie's Miles of Smiles	Facepainter for Halloween Event 31/10/19	90.00
Total Schedule B			£2,076.02

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

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

28. 2017/18 AUDIT

The Town Clerk reported that the audit had now been signed-off, with the Auditor General's recommendations being implemented and that a full report would be submitted to Council.

RESOLVED that the report was received.

29. INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT REPORT 2020/21

The Town Clerk referred to the above (extracts of relevant draft determinations circulated with agenda), and advised that no amendments had been made to the allowances claimable by members.

To avoid a possible situation where a councillor claims their allowance on 1st April and goes on to lose their seat the following month, the Town Clerk suggested that the allowances should run from the Annual Meeting of Council (May to May) rather than April to April.

RESOLVED that payments of annual allowances to be made from the Annual Meeting of Council each year.

30. CHAIR OF THE RISK ASSESSMENT SUB-COMMITTEE'S ASSURANCE REPORT

Further to minute no.5 of the meeting held on 5th June 2019, the Chair made reference to his report (circulated with agenda) submitted in accordance with the council's financial regulations.

RESOLVED that the report was received with thanks to the Chair.

31. FINANCIAL ACCOUNTS TO 30th SEPTEMBER 2019 AND FORECASTS FOR THE 2019/20 FINANCIAL YEAR

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

RESOLVED that the report was received.

32. CONSULTATION: DENBIGHSHIRE COUNTY COUNCIL – PLANNING COMPLIANCE CHARTER

The Town Clerk reported receipt of the above (circulated with agenda) which was proposing that town councillors could assist the Planning Department by early personal intervention to find an amicable solution with residents, providing photographic evidence of complaints, using the designated form for reporting an issue, etc.

RESOLVED that councillors will make individual representations to the Planning Department.

33. MEMBERS' INFORMATION ITEM: 'CHRISTMAS WINDOWS' COMPETITION

Councillor Mrs W. M. Mullen-James asked members to help her to distribute this year's entry forms to local businesses, which they duly volunteered to do.

34. MEMBERS' INFORMATION ITEM: SC2 QUESTIONS

Councillor Mrs J. Butterfield asked when Mr Jamie Groves would be attending a town council meeting to discuss SC2 opening hours and staffing levels.

The Town Clerk advised that he would be attending the January meeting of Council.

35. 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.*

36. REPLACEMENT OF TOWN COUNCIL SERVER

The Town Clerk reported that the council's server was now coming to the end of its life and was presenting with some problems.

The cost of a new server would be in the region of £2,000 and so the Town Clerk sought members' authorisation to proceed with the order.

***RESOLVED** that the Town Clerk was authorised to order the server.*

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

37. CLOSURE OF MEETING

There being no further business the Chair closed the meeting.

Chair:

Date: