



Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

You are hereby summoned to attend a meeting of the Fishguard and Goodwick Town Council Finance Committee at 7.00pm **on Monday 24th September at 7pm**, at Fishguard Town Hall.
Councillor **Paul Mason** will be in the Chair.

Cath

Cath. Bannister
Town Clerk/Responsible Financial Officer

FINANCE AGENDA:

- 1.0 APOLOGIES: CLLR. MASON**
To formally record apologies for absence and to record the attendance of Town Councillors.
- 2.0 MINUTES OF THE LAST MEETING: CLLR. MASON**
To approve and agree, the minutes of the previous meeting, held on 23.7.18, as a true and accurate record of the meeting.
- 3.0 DECLARATIONS OF INTEREST: CLLR. MASON**
To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:
- 4.0 BUDGET UPDATE AND REVIEW: CLERK**
Where are we now with the Town Council Finances?
The outcomes of both the internal and external audits need to be discussed.
The Clerk will give a financial breakdown with regards costs and forecasts.
The Financial Documents will be circulated and returned at the end of the meeting.
Cheque signing mandate – review of authorised signatories and the Town Council debit card application.
- 5.0 THE COUNCIL'S AIMS AND OBJECTIVES: ALL**
The feedback from the internal audit with Marshalls, commented that the Town Council does not appear to have an holistic, formal plan for aims and objectives, although it was noted there are separate aims for each committee.
This item was referred to the finance committee from full council.
Please discuss.
- 6.0 CELEBRATING SUCCESS: CLLR RYAN**
The Town Council would like to celebrate the success of the Fishguard Friendly Faces, including the Tapestry volunteers, Ein Hanes and St. Mary's Church volunteers and then the Greening Group.
Two large, separate celebrations have been considered. How much can the Town Council contribute to each event?

Please discuss

7.0 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review any grant applications received:

1. Greening Fishguard and Goodwick - £500 for plants, wildflower seeds and trees as well as compost, top soil and signs.
2. St. Marys Church – £500 towards their ongoing improvements project and disabled access to the church.
3. Fishguard Bay Welcome - £1500 towards the costs of purchasing 3000 FFF's bags for cruise ship visitors.
4. The Gateway Hub (Gateway Club, TBG and Rainbow Support Centre) £905.00 external building improvements.
5. Tracy Johnson - £100 towards a fundraising event, Murder and Mayhem. Profits will be shared between Theatr Youth Group and Welsh Hearts (defibs. in local communities).
6. Rainbow Support Centre - £500 towards the cost of purchasing 45 polo shirts for volunteers (total cost £630)

Total Amount Requested - £4,005.00

8.0 INVOICES FOR PAYMENT: CLLR MASON

The following invoices have been received and authorisation for payment is required:

1. Festive Lighting - £15,100.40 (to be paid in January after take down).
2. PCC Rent - £500
- 3 Fishguard Garden Centre - £2461.20 for planting up containers for plants and placing on railings and lampposts around the towns
4. Fishguard Garden Centre - £4,536.00 maintenance, watering and feeding of all floral arrangements and for taking down and then the secure disposal of all units
5. Cariad – £2,800.00 for two defibrillators for the two Town Council owned telephone boxes on High St. Fishguard and at the top of Goodwick Hill in Stop and Call
6. Right Price Print - £24.60 FIB Certificates and set up
7. Right Price Print - £126.00 for 2 FGTC promotional banners and office based paper
8. Cupcake Kitchen - £13 for cakes for the FIB event

Total Amount to pay: £10,460.00 excl. of the Festive Lighting invoice.

9.0 DATES OF FUTURE MEETINGS: CLLR. MASON

All meetings will be on the fourth Monday of the month and will start at 7pm unless otherwise stated:

22nd October 2018
26th November 2018
24th December 2018
28th January 2019
25th February 2019

10.0 URGENT MATTERS: CLLR. MASON

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Clerk will need to be advised before the start of the meeting.

Please be advised that no resolution can be reached on non-agenda items but they can be discussed and referred to the relevant committee for further discussion.