



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
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The **MINUTES** of the meeting of the **FINANCE** committee meeting held at the Town Hall,
Fishguard at 3:30pm **THURSDAY 7th SEPTEMBER 2017**

Councillor **Paul Mason** in the Chair (Chair of the Finance Committee)

Cath Bannister – Town Clerk *C Bannister*

Cllr. Paul Mason – Chair *P Mason*

MINUTES:

47/17 APOLOGIES: CLLR MASON

Apologies were received from Cllr. Wilkes.
Those Cllrs. that were present were:
Cllrs. Mason, Ryan, Davidson, and Wyer

48/17 MINUTES OF THE FINANCE MEETING HELD ON 6.7.17: CLLR MASON

It was resolved to accept the minutes of the meeting held on 6.7.17, as a true and accurate record of the meeting.

49/17 DECLARATIONS OF INTEREST: CLLR. MASON

Cllr. Davidson declared an interest in agenda item number 7 referring to two funding applications, the Theatr Gwaun and the Fishguard Bay Welcome
This was noted.

50/17 CLERKS REPORT:

Name Badges	These have now been delivered and circulated to Cllrs.
Travel Expenses	In line with good practice, out of pocket travel expenses will be paid to all Town Councillors, when travelling on Town Council business. This will be done via the Clerk.
Mayors Allowance	The Clerk will liaise with the other Pembrokeshire Clerks and report back to the Finance Committee with good practice examples.
Precept Update incl. s37 Local Government Act 1972	This is a piece of legislation that the Town Council has not been taking advantage of. The Clerk will again look at best practices and report back with examples of how to utilise this piece of legislation.

51/17 BUDGET UPDATE: TOWN CLERK

The balance of the accounts as at 7.9.17 are:

General Account: £29,434.17

Reserve Account: £15,002.90

Christmas Account: £11,672.50

Greening Account: £15,561.40

The Clerk updated the committee with regards the finances.

The Christmas allowance and the library allowance had been transferred from the general account. To the Christmas and Reserve accounts respectively.

The finances are in order.

The Clerk directed the committee through a detailed spreadsheet of all incoming finance and outgoings.

Cllr. Mason stated that he was satisfied that the Town Council was remaining buoyant and thanked the Clerk for her efforts and good financial forecasting.

52/17 GRANT APPLICATION: CLLR MASON

The following applications were reviewed:

1. Eunice O'Hara had previously asked the TC for a £1,000 donation to her chosen charity, the Noah's Ark and the Air Ambulance. This was declined as the Town Council will not donate to wider charities. However, it was suggested at the previous meeting that the Town Council pays for all the expenses incurred by Eunice in setting the charity evening up.
It was resolved to award £673.08 to cover the costs of food, insurance, printing and travel for the visiting choirs.
2. Fishguard Sports AFC – requested £300 for new goals.
It was resolved to award £150
3. Fishguard Young Farmers – Will accept any amount to help fundraising for their new premises, in return for carrying out community work.
This was seen as an enterprising application and the Clerk will liaise directly with the club to get more information.
4. Round Table - £250 towards the running of the Soap Box Derby, if the event did not run into a profit.
The Clerk will make further enquiries
5. Fishguard Sea Cadets - £350 for baseball caps and polo shirts to identify the Fishguard and Goodwick troop.
It was resolved to award them £300
6. Fishguard Bay Welcome - £500 towards the costs of hosting the business awards ceremony. (Cllr. Davidson left the room)
It was resolved to award £425 for the ceremony costs and £75b for a personal award from the Town Council

7. Theatr Gwaun - £12,000 in order to continue the management of the facility. (Cllr. Davidson left the room)
This was discussed in depth and it was agreed that the Theatr should be requested to offer an evening visit to the theatr and to invite the entire Town Council. This would allow the Cllrs. the opportunity to ask questions and to identify where they might be able to offer assistance.

53/17 WELSH LANGUAGE TRANSLATION: CLLR WYER

The Clerk had recently received correspondence, complaining that certain notices in and around the Town Council offices, were not in Welsh. This had immediately been rectified,

Although there is no legislation, or recommended standards aimed at Town and Community Councils - as yet, we do need to think about making our website and our policy documents, bilingual for the future.

There will be cost implications for this and this will need factoring into the budget for the next financial year.

It was resolved that the Town Council would make moves towards becoming better equipped and effective with regards to a bilingual approach to notices.

The Clerk will progress this.

54/17 MAYORAL CHAINS: CLLR WYER

Cllr. Wyer has suggested that the Mayoral chains and the velvet collar need to be replaced. The collar is worn and the chains are full and very heavy and there is no capacity to engrave any names on the front of the chain.

It was resolved to replace the current Mayoral chains at a cost of £2,581.80 incl. of VAT

55/17 INVOICES FOR PAYMENT:

The following invoices have been received and consideration must be given for payment.

Grant Thornton Auditors - £231.00

PCC Rent - £500

CAS Payroll services - £21

Festive Lighting - £15,100.40 – to be deferred until the lights have been installed in December.

Name Badges International - £111.42 paid by BACS at time of ordering (for info only).

It was resolved to pay all invoices.

56/17 URGENT MATTERS: CLLR WYER

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 deferred to the relevant committee for further discussion.

There being no further business to discuss, the meeting was closed at 5:35pm