



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 7:00pm **Tuesday 26th November at 7pm**

Councillor **Jordan Ryan** (vice chair) was in the Chair

Cath Bannister – Town Clerk *C Bannister*

Cllr. Jordan Ryan – Vice Chair *J. Ryan*

FINANCE MINUTES:

99/18 APOLOGIES: CLLR. MASON

To formally record apologies for absence and to record the attendance of Town Councillors.

Apologies were received from Cllrs. Thickitt and Davidson.

Those Cllrs. present, were:

Cllrs. Ryan, Stokes and McCarney

100/18 MINUTES OF THE LAST MEETING: CLLR. MASON

To approve and agree, the minutes of the previous meeting, held on 6.11.18, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 6.11.18, as a true and accurate record of the meeting.

101/18 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:

No declarations of interest were made.

102/18 BUDGET UPDATE AND REVIEW: CLERK

Where are we now with the Town Council Finances?

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.

As at 26.11.18, the balance of the accounts are:

General Account: £9,392.03

Reserve Account: £21,310.38

Christmas Account: £13,056.15

Mayors Fund: £369.09

Mayors Allowance: £33.00

The Clerk circulated the running accounts from 1.4.18 through to 27.11.18
A list of the current spends by category as compared to the annual budget by category was circulated. This was reviewed and discussed.

It was resolved to accept the Financial Accounts as a true and accurate reflection of the Town Council Finances, which were agreed as being in good order.

103/18 PRECEPT PLANNING: CLLR MASON

What are the financial commitments for the accounting period 2019/20?
They need to be identified before a decision can be made with regard to the Precept request.
Please discuss.

The clerk had prepared a schedule of commitments for the current financial year and had forecast a schedule of commitments for the next financial year. This was reviewed and discussed.

Regeneration projects were discussed.
Grant funding was discussed.
General costs and proposed schemes/plans for the new financial year were discussed.

The Finance committee Chair, Cllr. Mason and the Clerk, will prepare a draft budget for 2019/20 and produce it at the next finance meeting, for a decision to be made and sent through to full Council for approval.

104/18 PRECEPT PLANNING: CLLR. MASON

What are the financial commitments for the accounting period 2019/20?
They need to be identified before a decision can be made with regard to the Precept request.
The precept was explained to those present, in order to clarify.
It was resolved that because the Chair and other experienced members of the Finance committee were absent this evening, that the matter would be taken to full council for consideration and a special meeting called before the Christmas period, so that the proposal can be taken to the January meeting.

105/18 GRANT APPLICATION FORMS: CLLR. MASON

The Grant Application for Funding form was revised and adopted by the Town Council, as at minute reference 38/18 on 3.4.18.
It would appear that the Town Council is not/or is unable to, adhere to the guidelines.
Does the application form need reviewing?

The application form was reviewed.
It was resolved to keep the funding form as it was but for the Finance Committee to better observe the guidance notes and for the Clerk to point out when the guidelines are not being adhered to.

106/18 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review all grant applications received:

1. Chamber of Trade and Tourism - £500 towards the design costs of a Last Invasion Country Booklet - review from last month after further information has been received.
£300 was awarded
2. The Gateway Hub had been referred back for more information. £995 now requested for a mini make-over at the Gateway premises on Clive Road (re-submission)
£400 was awarded but specifically for 4 days cherry picker and driver hire.
3. Goodwick Senior Citizens - £400 for vouchers as Christmas gifts.
£200 was awarded
4. Hen Galan – £102.50 to assist with printing, artwork and refreshments for the event
£102.50 was awarded

5. The Theatr Gwaun has submitted a further application for grant funding to the total of £9,500 for the accessibility refurbishments.
It is understood, that the amount requested is for payment during the 2019/20 financial period. This has been submitted now so that consideration can be given when planning the budget for 2019/20

The Theatr had not attached their latest financial accounts – these are to be requested and reviewed, along with an account of how the £9,000 already paid this year, has been spent. It was resolved to refer the Theatr Application to full town council for a more informed discussion and for a decision to be made at full council.

107/18 INVOICES FOR PAYMENT: CLLR MASON

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

1. CAS Payroll Services for the period 1.4.18 to 30.11.18 - £40.00
2. PCC Rent - £500.00
3. WebAdept - Website Domain Transfer fee - £126.00
4. Festive Lighting (to be paid in January '19 – when the lights have been removed) £15,100.40
5. One Voice Wales – training for Cllr. McCarney - £40

Total Amount to pay this month: **£706.00**

It was resolved to approve all the above for payment.

108/18 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:

- 10th December 2018 (changed due to Xmas holiday period)
- 28th January 2019
- 25th February 2019
- 26th March 2019

109/18 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.

There being no further business to discuss, the meeting was closed at 8:30pm