



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.uk

The **MINUTES** of the meeting of the **FINANCE** committee meeting held at the Town Hall, Fishguard at 4:00pm **THURSDAY 4th January 2018**

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

Cath Bannister – Town Clerk *C Bannister*

Cllr. Paul Mason – Chair *P Mason*

FINANCE MINUTES

Before the Town Council went into session and prior to standing orders starting, there was a public session that offered members of the public, the opportunity to comment on items on this agenda. The public were limited to two minutes per comment or question.

There was a comment from the public present, to support the Theatr project, above the Lota Parc Project.

Cllr. Wyer advised him that the Town Council would like to support both applications, but to what degree?

1/18 APOLOGIES: CLLR. MASON

To formally record apologies for absence and to record the attendance of Town Councillors. No apologies were received.

Those Cllrs. present were:

Cllrs. O'Connor, Mason, Wyer, Ryan, Davidson and Stokes

2/18 MINUTES OF THE LAST MEETING: ALL

To approve and agree, the minutes of the previous meeting, held on 7.12.17, as a true and accurate record of the meeting.

It was resolved to accept the above minutes as a true and accurate record of the meeting.

3/18 DECLARATIONS OF INTEREST: ALL

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

Cllr. Davidson expressed a personal interest in the Theatr grant application due to her being a paid employee of the Theatr.

Cllr. O'Connor expressed an interest in the Lota Parc application, being the person who had submitted the application.

Both Cllrs. were requested to leave the room, individually, when their respective applications were discussed.

This was agreed.

4/18 CLERKS REPORT:

The Clerk will report back on the following at the meeting:

<p>The Christmas lights will be switched off 4.1.18 and taken down w/c 8.1.17 The final precept payment from 17/18 was received into the bank on 29.12.17</p>

5/18 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.

Balance of the accounts as at 4.1.18:

General Account:£19,122.13

Reserve Account:£17,504.31

Christmas Account:£17,273.67

The Clerk circulated the latest finance figures.

These included all accounts paid up to date and the known commitments between now and 31.3.18.

There was a general discussion with regards the commitments up to 31.3.18.

Cllr. Mason stated that the Clerk had presented good, easy to follow accounts.

She had accounted for all variants and had allocated accurate amounts, in discussion with the finance committee, to each separate budget, which had allowed the Town Council to carefully monitor what they were spending and also to slowly build up the reserve account.

The Clerk acknowledged his positive comments.

6/18 PRECEPT DISCUSSIONS: CLLR MASON

The precept request needs to be ready to take to full town council on 10th January 2018 for submission to PCC by 12th January 2018.

The Clerk opened the discussions by outlining the current general financial commitments – Christmas, the library, salaries, regeneration, grant funding and HMRC commitments and more.

If the Town Council was not going to take on any further commitments and not support the two large funding bids by Lota Parc and Theatr Gwaun, then there would just be the new Remuneration Regulations to consider.

The Clerk stated that she had tried to calculate the cost to the Town Council once Cllr. Allowances are introduced to the Council in May 2018. She believed if all Cllrs. (it is not compulsory to claim) did claim, the amount required to cover payments would come to about £10.5k.

This figure was discussed and it was believed that not many Cllrs. would claim their respective allowances as they had PAYE implications.

The Clerk also reminded the committee that the Theatr had received an interim payment of £1k last month, so their current bid, if allocated, should be considered, less this amount.

There was a long discussion with regards to the grant funding to be allocated the remuneration implications.

Cllr. Wyer stated that she had been very disappointed with the lack of feedback and interest from the community about the Theatr and Lota Parc and could only assume that the lack of interest was because there was no objections and that they didn't generally worry if the precept was raised or not.

The discussions were continuing with a common theme that supported both funding bids, due to the value of both organisations, to the local community and further afield.

After a long discussion, it was resolved to agree to support both funding bids and to allocate £5K for the remuneration implications.

This would result in a £26k increase in this years precept request submission.

The funding bids, being above the budget allocated to the Finance Committee, need full town council approval and will be taken to an extraordinary meeting of the Town Council, along with the precept submission request.

The extraordinary meeting is scheduled for 10.1.18, in order to get full council approval.

Cllr. Davidson left the room when the funding bid for the Theatr was discussed and voted on.

7/18 GRANT APPLICATION FORM: CLLR MASON

There has been discussions with regards how groups spend the money awarded to them. How do we implement a system to identify that funds are being spent on what they are granted for?

This item was not discussed but will be taken to the next Finance committee meeting in February.

8/18 POWER SUPPLY FOR CHRISTMAS LIGHTING: CLLR MASON

The Christmas Lights engineers, have identified that the power supplies, inside the street lighting columns that are used for Christmas decorations, are not in good working order and are causing issues with the decorations themselves.

Will the Finance Committee support a review of the requirements so that costs can be identified? We would need to ask the contractors Centregreat and get permission from the South Wales Trunk Road Agent to carry this work out.

The Finance committee agreed to a list of replacements to be made, with a view to prioritising the work before Christmas 2018.

The Clerk will do the survey when the decorations are removed on 10th January.

Cllr. Mason requested to be involved in this too.

9/18 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review any grant applications received:

None received at time of sending the agenda out.

10/18 INVOICES FOR PAYMENT: CLLR MASON

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

PCC – Rent £500

Hampshire Flags - £450.24

It was resolved to pay the above accounts in full.

11/18 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 deferred to the relevant committee for further discussion.

There be no other business to discuss, the meeting was closed at 5:25pm