



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 **Monday 24th June 2019 at 6:30pm**

Councillor **MASON** was in the Chair

Cath Bannister – Town Clerk *C Bannister*

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

FINANCE MINUTES:

62/19 APOLOGIES: CLLR. MASON

To formally record apologies for absence and to record the attendance of Town Councillors. Apologies were received from Cllr. Thickett - working.

Those Cllrs. present, were:

Cllrs. Ryan, Stokes, McCarney, Lawton and Mason,

63/19 MINUTES OF THE LAST MEETING: CLLR. RYAN

To approve and agree, the minutes of the previous meeting, held on 20.5.19, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 20.5.19, as a true and accurate record of the meeting.

64/19 DECLARATIONS OF INTEREST: CLLR. RYAN

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.

65/19 BUDGET UPDATE AND REVIEW: CLERK

The Clerk gave a breakdown of the individual budgets by category and an overview of the accounts in full.

As at 24.6.19, the balance of the accounts are:

General Account: £30,868.25

General Reserve: £29,902.35

Mayors Fund: £2,000.83

Christmas Lights: £6,467.88

The spreadsheet that had been prepared by the Clerk, for the accounts from 1.4.19 to date, were circulated and discussed.

It was resolved to accept the accounts as they were presented to them.

The Clerk read out the report from the Internal Auditor, William Marshall. All in order. The external audit had been completed and had been sent off to Grant Thornton. An acknowledgement reference receipt had been received.

66/19 RESTORATION OF THE CANNONS: TOWN CLERK

The Clerk had been endeavouring to get further quotes for the repair of the cannons in Lower Town and in the square.

The quote so far is £6,624.00.

Norman Industries had been in touch and will forward their quote later this week.

68/19 CHRISTMAS LIGHTING CONTRACT: CLERK

The Clerk had met with the contractor and the installers, with regards to dressing the new road layout with Christmas decorations.

The quote has been received and as well as replacing the damaged sign above the bus shelter in Goodwick, the quote for a 2 year programme would be £5,309.60.

There was a long discussion with regards to alternative solutions and renewing the contract in 2021.

It was resolved to dress the new road and to take the matter to full Council for approval for the amendment to the existing contract.

68/19 FISHGUARD AND GOODWICK PLANTING REGENERATION SCHEME: CLLR. MASON

The Clerk expressed concern that she was unsure of the closure date of the current contract - believed to be Feb 2020, but could not confirm so she had contacted OWW for advice. This was set up prior to the current Clerks start date with the Town Council.

Providing the Town Council is aware and is acting to make amends, then the planting scheme for 2019, will be supported.

The Clerk will make preparations for a new contract for 2020 and will be sending out expressions of interest in September of this year.

69/19 PURCHASING A FURTHER 2 DEFIBRILLATORS FOR THE TOWNS: CLLR. RYAN

Cllr. Mason advised the committee that during the last financial year, provision had been made to purchase a further 2 defibrillators for the towns. This did not materialise and the allocated funding had been allocated back into the general account and not accrued.

There was a general discussion with regards to access for defibrillators and it was resolved to allocated £3k for the purchase of two more. The locations for which, should be decided by full Council.

The Clerk will progress.

70/19 MAYORS CHARITY EVENTS: CLLR. MASON

The Mayor is hoping to raise funds for his chosen charities through various events, one of which would be a musical concert. He is looking for funding to assist with this event.

There was a general discussion with regards to this being a Civic Event. The Clerk advised that it was not a Civic Event, but a private event and was unsure if it was the responsibility of the Mayor or of the Town Council to fund the set up costs for such an event.

The Mayor will bring costs back to the Finance committee in July and the Clerk will investigate funding sources for such events.

71/19 PREFERRED SUPPLIER LIST: CLLR. MASON

72/19 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review any grant applications received:

1. Elly, Ward 10. A donation of any amount to assist with this cause.

It was resolved to support this by £100

2. Ysgol Bro Gwaun - £1,651.20 towards their celebration of Gwaun Fest.

It was resolved to support this for £500

3. Round Table - £512.40 towards First Aid Provision for the Soap Box Derby in July.

It was resolved to support this by £512.40

73/19 INVOICES FOR PAYMENT: CLLR MASON

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

1. OVW Training - £40.00
2. PCC Rent - £500.00
3. Right Price Print - £30 for office stationary supplies
4. William Marshall & co. - £600.00 internal audit and preparation work for the external audit.
5. SSE for Christmas Lighting - £92.49 (will check with regards ongoing enquiry before payment is made)

It was resolved to pay all outstanding invoices.

74/19 DATES OF FUTURE MEETINGS: CLLR. MASON

All meetings will be on the fourth Monday of the month and will start at 6:30pm unless otherwise stated:

- 22nd July 2019
- 23rd September 2019
- 28th October 2019
- 25th November 2019

75/19 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 Agenda for further discussion, where a resolution can be passed.

There being no further business to discuss, the meeting was closed at 8:01pm