



# 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](mailto:clerk@fishguardgoodwick-tc.gov.wales)

The **MINUTES** of the meeting of the **FINANCE** committee meeting. The meeting was held virtually, due to the COVID-19 outbreak, hosted by StarLeaf on **Monday 25<sup>th</sup> January 2021 at 7:00pm**

Councillor **MASON** was in the Chair

Cath Bannister – Town Clerk

*C. Bannister*

## **FINANCE MINUTES:**

### **1/21 APOLOGIES: CLLR. MASON**

Cllr. Mason was late to the meeting due to IT issues and joined at 19:09, but the meeting had not started.

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

Apologies were received from Cllr. Ryan – personal and Cllr. Davies - illness

Those Cllrs. present were: Cllrs. Mason, Stokes and McCarney

### **2/21 MINUTES OF THE LAST MEETING: CLLR. MASON**

To approve the minutes of the previous meeting, held on 23.11.20, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting dated 23.11.20, as a true and accurate record of the meeting.

### **3/21 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

### **4/21 BUDGET UPDATE AND REVIEW: TOWN CLERK**

The Clerk will update the committee with regards to the financial situation of the Town Council. Previously circulated.

The balance of the Town Council accounts, as at 18.1.21 are as follows:

General Account: £54,558.66

Reserve Account: £38,969.13

Ongoing Projects: £17,000.60

Mayors Charity Account: £4,084.52

Christmas Account: £21,569.10

The Clerk advised that £4k was still to be transferred into the ongoing project account.

It was resolved to accept the above accounting statements.

**5/21 TERMS OF REFERENCE REVIEW: CLLR. MASON**

Please review the Finance Terms of Reference - previously circulated, for the Finance Committee.

The terms of reference was discussed. Cllr. Stokes will amend and circulate for further discussion, before the next meeting. This will be on the next Finance Agenda.

**6/21 GRANT APPLICATIONS RECEIVED: CLLR. MASON**

The following applications have been received. The applications and the supporting documents have previously been circulated. Please discuss:

1. Fishguard Invasion Centre Trust -

It was resolved to ask Julie Coggins to attend full council on 2<sup>nd</sup> February to present her application on behalf of the Invasion Trust, due to there being questions and the amount of financial assistance requested.

2. Urdd Gobaith Cymru - £50 to £100 requested

It was resolved to award the above £100 towards their next youth programme for 2021

**7/21 INVOICES FOR PAYMENT: CLLR. MASON**

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

1. Fishguard Garden Centre - £360 to supply Christmas tree
2. Fishguard Garden Centre – £9,437.18 for the watering and feeding of the summer planters in Goodwick, Fishguard and Lower Town and the take down and disposal with the waste being properly disposed of and the baskets collected and put into storage.
3. Audit Office Wales - £362.25 external audit fees
4. SLCC Renewal of annual membership - £202.00
5. Pembrokeshire County Council - £500 Rent of offices. (info. only as direct debit).

It was resolved to accept the above invoices and to authorise them for payment.

**8/21 DATES OF FUTURE MEETINGS: CLLR. MASON**

In the light of COVID-19, all meetings will be held on the fourth Monday of each month. The start time for all meetings, will be at the discretion of the Chair.

22<sup>nd</sup> February 2021

22<sup>nd</sup> March 2021

26<sup>th</sup> April 2021

24<sup>th</sup> May 2021

**9/21 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 19:34