



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. The meeting was held virtually, due to the CIVID-19 outbreak, hosted by StarLeaf on **Monday 22nd March 2021 at 7:00pm**

Councillor **MASON** was in the Chair

Cath Bannister – Town Clerk

C. Bannister

FINANCE MINUTES:

23/21 APOLOGIES: CLLR. MASON

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

Apologies were received from Cllr. Davies – work commitment

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

24/21 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.

There were no declarations of interest made.

25/21 MINUTES OF THE LAST MEETING: CLLR. MASON

To approve the minutes of the previous meeting, held on 22.2.21, as a true and accurate record of the meeting.

The minutes of the meeting held on 22.2.21, were agreed as a true and accurate record of the meeting.

26/21 BUDGET UPDATE AND REVIEW: TOWN CLERK

The Clerk will update the committee with regards to the financial situation of the Town Council. The Clerk has renewed Financial Regulations which have been circulated separately. Will the Finance Committee consider adopting the latest version of Model Financial Regulations? Please discuss.

Balance of the Accounts as at 22.3.21:

General Account - £21,451.17

Reserve Account - £38,970.06

Ongoing Projects - £20,000.87

Mayors Account – nil

Christmas Account - £657.58

The Clerk had previously circulated a spreadsheet, detailing all spends this financial year which was discussed. The Clerk is now preparing for the financial year end and will be able to advise the committee of the completed accounts at the next meeting in April.

27/21 INSURANCE RENEWAL: CLLR. MASON

The Clerk has asked for a quote from a Council Insurance Broker to compare against our current insurers. Circulated separately. Please discuss.

The Clerk had requested further quotes for comparison. As the renewal figure had not yet been received, the Clerk will chase it up and take to the next finance meeting in April.

28/21 REVIEW OF REMUNERATION PAYMENTS/ALLOWANCES: CLLR. MASON

The finance committee needs to review the annual allowances paid, currently to the Chair and Vice Chair under the Remuneration Regulations, but not the statutory £150 that all Councillors are awarded. This amount has not been reviewed since 2018. Please discuss.

The Clerk advised Cllrs. Stokes and McCarney to temporarily leave the meeting to allow the committee to discuss the Mayors and Deputy Mayors allowances going forwards.

Both Cllrs. temporarily left the meeting at 7:12pm.

It was resolved, in their absence, to keep the allowances the same as previously agreed, at £1500 for the Mayor and £500 for the Deputy Mayor.

Both Cllr. Stokes and Cllr. McCarney re-joined the meeting and the full meeting continued at 7:18pm.

29/21 TERMS OF REFERENCE REVIEW: CLLR. MASON:

Please review the Finance Terms of Reference, circulated separately, for the Finance Committee. This is the approved draft as agreed at the last Finance Committee meeting. Please discuss

It was resolved to accept the amended Terms of Reference and they will be now be taken forward for adoption at the Annual meeting in May.

30/31 GRANT APPLICATIONS RECEIVED: CLLR. MASON

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

1. Paul Sartori Foundation asking for £250.00 towards hands on nursing care in Pembrokeshire.
It was resolved to support the application to the amount of £100.
2. Fishguard Sports AFC asking for £5,000.00 towards the costs of re-surfacing their sports car parking facilities.
This matter will be taken to full council in April for consideration due to the amount requested.
The committee discussed the application and the purposes of the request. Cllrs. will independently visit the site to familiarise themselves with the car parking facilities. The Clerk will invite the applicant to the April meeting to answer any questions that the Cllrs. may have with regards to the request.

31/21 PROPOSED AMPHITHEATR BUDGET: CLLR. MASON

Does the Finance Committee now wish to declare a provisional amount of funding to be allocated towards the proposed Amphitheatre Project? This will need full council approval in April.
Please discuss.

There was a general discussion. It was resolved that £10k, initially earmarked for the library payment which is no longer to be paid, should be earmarked for the Amphitheatre project. This will be forwarded to full Council for a final decision to be made.

32/21 INVOICES FOR PAYMENT: CLLR. MASON

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

1. £1,666.00 as part of the pledged funding to the Ancient Connections Project.
2. £968 for the renewal of membership to One Voice Wales
3. £186.00 for payroll services for all staff and Cllr. allowances 2020/21
4. £90.00 OVW Training for Cllrs. McCarney x 4 (2 free) and Porter x 1
5. £500 to PCC for rent (direct debit) for info only

It was resolved to pay the above outstanding invoices.

33/21 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 7pm.

26th April 2021

24th May 2021

28th June 2021

34/21 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 9:47pm