

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 6th April 2016 at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

PRESENT

Councillor P. Prendergast (Chair)

Councillors Mrs J. Butterfield JP MBE, Mrs J. Chamberlain-Jones, Ms J. Hughes, A. R. James, Ms J. McAlpine, B. Mellor, A. J. Rutherford, W. N. Tasker, T. Thomas and Rev. S. F. Walker.

Mr G. J. Nickels – Town Clerk

97. APOLOGIES

Apologies were submitted from Councillors I. Armstrong (indisposed), Mrs E. M. Chard (indisposed), Mrs P. M. Jones (indisposed), B. F. Moylan (indisposed), Mrs W. M. Mullen-James (indisposed), S. H. Ratcliffe (indisposed), Miss S. L. Roberts (on holiday), Miss R. Siddall (on holiday), D. Simmons (other commitment) and Miss C. L. Williams (indisposed).

The Chair welcomed Councillor Tony Thomas to his first meeting following his recent election.

The Town Clerk advised that Councillor D. Simmons had now been absent from meetings for five months due to personal commitments previously reported.

He advised that due to the cancellation of the Finance and General Purposes Committee originally scheduled for 4th May 2016, Councillor Simmons would need to attend the meeting of Council scheduled for 20th April 2016.

The Town Clerk further reported that Councillor Simmons had now written to the Council to advise that the personal matter would still likely take some time to resolve and as such he was requesting that the Council consider granting a period of dispensation to him beyond the statutory six month period.

RESOLVED that Councillor Simmons be granted dispensation for absence for a period of six months until 6th October 2016

98. PLASTIRION WARD ELECTION

The Chairman submitted details of the recently held by-election for the Plastirion Ward.

The Town Clerk advised that Councillor Thomas had signed the necessary declarations.

RESOLVED that the report be noted.

99. PAYMENTS AND RECEIPTS REPORT – FEBRUARY 2016

The Chair referred to the Town Clerk's report (circulated with agenda) and to the schedule of payments made in February 2016.

| Vou. No. | Supplier name | Amount Total (£) | Description of Goods & Services |
|-----------------|----------------------------------|-------------------------|--|
| 158 | Cllr B Mellor | 1,052.91 | Mayoral Allowance 3 of 3 2015/16 |
| 158 | Cllr S Roberts | 277.08 | Deputy Mayoral Allowance 3 of 3 2015/16 |
| 159a | Infotone Imaging Supplies | 50.52 | Ink Cartridge for Franking Machine |
| 160 | Sioned Graham-Cameron | 272.14 | Translation Services |
| 161 | Denbighshire CC | 120.00 | Supply & Install 2 signs at ClockTower roundabout |
| 162 | Denbighshire CC | 8,359.92 | Grounds Maintenance at Remembrance Gardens 15/16 |
| 163 | HSBC | 11.63 | Bank Charges 17th December 2015 to 16th Jan 2016 |
| 026 | Rhyl Community Assoc | 6,050.00 | Fourth Quarter Service Charge 2015/16 |
| 040 | Sage & Co | 30.00 | Monthly Payroll Fee - February 2016 |
| 155 | HMRC | 2,216.25 | January 2016 Tax & NI |
| 156 | Flintshire CC Pension Scheme | 1,541.49 | Pension Contributions January 2016 |
| 156 | Flintshire CC Pension Scheme | 1,991.67 | Deficit Funding Month 10 2015/16 |
| 164 | Andrew Owen Williams | 310.00 | CIPFA Professional Fees 2016 Reimbursement |
| 165 | Canda Copying | 368.09 | Rental and Black & White Copying charges |
| 166 | Canda Copying | 247.03 | Colour Copying charges |
| 167 | RTC Staff | 6,669.71 | Staff Salaries February 2016 |
| 170 | Rhyl Community Association | 1,125.00 | Backdated increased management fee Tynewydd CC |
| 171 | Denbighshire CC | 1,260.00 | Winter Planting 2015/16 |
| 172 | Denbighshire CC | 15,132.56 | Illuminations Contract 2015/16 |
| 173 | Denbighshire CC | 12,600.00 | Events Contributions - Air Show, Christmas & Arena |
| 174 | Information Commissioners Office | 35.00 | Data Protection Act Registration Annual Fee |
| 175 | NWN Media | 172.80 | Advert for By-Election Plas Tirion Ward |
| | | | |
| | Total Payments | 59,893.80 | |
| | | | |
| | HSBC | 35.44 | Interest on 7 Day Money Market Investments |
| | Santander | 1.70 | Interest on Deposit Account |
| | HMRC | 14,223.49 | VAT Reimbursement Q3 October to December 2015 |
| | Rhyl Tynewydd Townswomen Guild | 25.00 | Donation to Mayor's Charity Gala Fund |
| | | | |
| | Total Receipts | 14,285.63 | |

RESOLVED that the report was approved.

100. DENBIGHSHIRE CCTV PARTNERSHIP

The Town Clerk sought authority to enter the Town Council into a joint partnership with Denbighshire County Council, North Wales Police, Prestatyn Town Council and Rhuddlan Town Council for the provision of CCTV in Rhyl for a one year period commencing 1st April 2016 and expiring 31st March 2017.

RESOLVED that the Mayor and Town Clerk be authorised to sign the agreement on behalf of the Town Council

FURTHER RESOLVED that Standing Orders be suspended to enable the Town Clerk to respond as a matter of urgency.

101. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES - RHYL BUSINESS GROUP

Further to minute no.91 the Chairman sought nominations for the appointment of a Member to attend meetings of the Rhyl Business Group.

RESOLVED that Councillor P. Prendergast be appointed until the Annual Meeting of Council.

102. INTERIM INTERNAL AUDIT REPORT

The Town Clerk formally submitted the Interim Internal Auditor Report (copy circulated with Agenda) and recommended that Members refer the document to the Risk Assessment Sub-Committee to oversee implementation of the two recommendations.

The Town Clerk advised on the background of the recommendations which related to:

- some payments by the Council being made prior to authorisation by the Chair of Finance and General Purposes Committee which was technically potentially contrary to the Council's Financial Regulations and the Internal Auditor's recommendation that the Regulations should be reviewed to ensure clarity.
- that payment vouchers 69 - 81 had not been individually authorised by the Chair of Finance and General Purposes Committee and the Internal Auditors recommendation that this should now be done. The Town Clerk advised that although the Chairman had seen and signed off Vouchers 69 – 81 collectively and they had been approved by the Finance and General Purposes Committee at both the November and February meetings, individual vouchers had not been signed off and the Internal Auditor had identified the omission. The Town Clerk further advised that the Chair had now signed off the relevant Vouchers.

In response to Members' questions the Town Clerk advised that the Audit Report had been provided by the Internal Auditor and included reference to recommendations relating to previous years and the action taken to address those recommendations.

RESOLVED that the Interim Internal Audit report be received and the recommendations for 2015/16 be referred to Risk Assessment for consideration / implementation.

103. MEMBERS ITEMS

Councillor Ms J. McAlpine advised on the work of 'Talking Point' and requested that Council authorise a presentation from the organisation to a future meeting of Council.

Councillor McAlpine further advised that the organisations work related to health and well-being and had been piloted in Prestatyn but was now looking to expand into Rhyl.

RESOLVED that the Town Clerk to arrange for the organisation to provide Council with a presentation.

(Members items submitted by Councillor S. H. Ratcliffe were deferred to the next meeting)

104. CONSULTATION: HIGHFIELD PARK POST OFFICE

To receive correspondence from Post Office Limited (copy enclosed).

RESOLVED that the consultation be received and welcomed and the Town Clerk to make enquiries as to what alternative services would be provided during the closure of the Post Office in consideration of the high number of elderly persons served.

105. CLOSURE OF MEETING

The Chair to close the meeting.

Chair:

Date: