

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 4<sup>th</sup> April 2018 at the Civic Offices, Wellington Road Community Centre, Rhyl commencing at 6.00pm.

**PRESENT**

Councillor A. J. Rutherford (Chair)

Councillors B. Blakeley, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Ms J. Hughes, A. R. James, A. S. Johnson, B. Jones, K. R. Jones, Mrs D. L. King, B. Mellor, Mrs W. M. Mullen-James, P. Prendergast, Ms V. Roberts, T. Thomas and Miss C. L. Williams.

Mr G. J. Nickels – Town Clerk  
Miss H. J. Windus – Deputy Town Clerk

**131. APOLOGIES**

Apologies were submitted from Councillors Mrs J. Butterfield JP MBE, Mrs P. M. Jones and Ms J. McAlpine.

**132. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A) – MARCH 2018**

The Town Clerk presented his report (circulated with agenda) detailing the schedule of payments made.

Voucher No.	Supplier name	Amount £	Description of Goods & Services
443	Sage & Co	31.00	Payroll services March 2018
444	HSBC	12.35	Bank charges 17 <sup>th</sup> Jan to 16 <sup>th</sup> Feb 2018
445	Neopost	200.00	Franking machine top-up
446	BT	124.92	Internet line rental
447	HMRC	2,557.42	Payroll deductions Feb 2018
448	Flintshire County Council	4,142.80	Pension contributions and deficit funding Feb 2018
449	RTC staff	6,644.76	Staff salaries March 2018
450	Gunsmoke Communications	1,440.00	Events services Feb 2018
260	Benefits Advice Shop	916.66	Appeals Officer contribution 12 of 12
458	BT	138.50	Line rental
459	Sioned Graham-Cameron	217.83	Translation services
	Total payments	16,426.24	

**RESOLVED** that the report was approved.

### 133. SCHEDULE OF REGULAR PAYMENTS (SCHEDULE A) FOR 2018/19

The Town Clerk submitted his report (circulated with agenda) detailing the schedule of payments made throughout the year.

<u>Supplier &amp; Description</u>	<u>Freq</u>	<u>Method</u>	<u>Amount incl VAT</u>	<u>Estimated for Year</u>	<u>Estimated excl VAT</u>	<u>Budget for Year</u>
			£	£	£	£
RTC Staff Net Salaries	Mnthly	Bank Transfer	7,000	84,000	84,000	
HMRC Salary Deductions	Mnthly	Bank Transfer	2,900	34,800	34,800	
Flintshire CC Clwyd Pension Scheme	Mnthly	Bank Transfer	4,235	50,820	50,820	
<b>Total for Staff Costs</b>			<b>14,135</b>	<b>169,620</b>	<b>169,620</b>	<b>169,700</b>
Sage & Company Payroll Services	Mnthly	Standing Order	31	372	310	300
Denbighshire CC - Council Tax (10 months)	Mnthly	Direct Debit	707	7,070	7,070	7,000
HSBC - Bank Charges	Mnthly	Direct Debit	20	240	240	250
Gunsmoke Communications - PR & Events	Mnthly	Bank Transfer	1,660	19,920	19,920	20,000
Sioned-Graham Cameron - Translation Services	Mnthly	Bank Transfer	200	2,400	2,400	2,500
Benefits Advice - Appeals Officer	Mnthly	Standing Order	917	11,000	11,000	11,000
Rhyl Community Association - Tynwydd CC	Qtrly	Standing Order	2,625	10,500	10,500	10,500
BT Telephones - General Lines and Calls	Qtrly	Direct Debit	900	3,600	3,000	3,000
BT Telephones - Broadband	Qtrly	Direct Debit	120	480	400	400
Shire Leasing - Avaya Phone system	Qtrly	Direct Debit	360	1,440	1,200	1,200
Neopost - Franking Machine	Qtrly	Bank Transfer	200	800	800	750
Citizens Advice - Fuel Poverty Worker	Qtrly	Standing Order	2,000	8,000	8,000	8,000
Canda Copying - Copier Rental & Charges	Qtrly	Bank Transfer	540	2,160	1,800	1,800

***RESOLVED*** that the schedule was approved and signed by the Chair and Councillor P. Prendergast.

### 134. AUTHORISATION OF PAYMENTS (SCHEDULE B)

Further to minute no.143 of the meeting of Council held on 15<sup>th</sup> March 2017 and in accordance with the Council's adopted financial regulations, the Town Clerk submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

<u>Voucher No.</u>	<u>Supplier Name</u>	<u>Description of Service</u>	<u>Amount</u>
			£
460	Barry Hamilton	Photographs taken at Annual Meeting 2017	110.00
461	TAPE	Ghostbusters Choir for St. David's Day event	250.00
462	Flying Colours Entertainment Ltd	2 x Bunny stilt walkers for Easter event	840.00
463	Flying Colours Entertainment Ltd	Various artists for Mayor's May Day event	2,286.00

464	Denbighshire County Council	Repairs to wall at Tynewydd Community Centre	846.53
<b>Total payments</b>			<b>£4,332.53</b>

**RESOLVED** that the schedule was approved for payment and signed by the Chair and Councillor P. Prendergast.

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

**135. STATEMENT OF PETTY CASH PAYMENTS – 1<sup>st</sup> OCTOBER 2017 – 31<sup>st</sup> MARCH 2018**

The Town Clerk referred to his report (circulated with agenda) requiring Members' approval of expenditure from petty cash during the above six month period, payment schedule attached as appendix A.

**RESOLVED** that the following payments made from petty cash be approved.

<b>Description of Goods &amp; Services</b>	<b>Amount</b>
5 x Diaries	5.00
Morrisons - 10 x half pint tumblers	10.00
Aldi – refreshments	6.76
Gorilla Tape	5.00
Sing & Drain Gel	3.49
Frames for Christmas Windows Competition	20.10
Refreshments for Christmas Council Meeting	61.71
Aldi – various refreshments	9.73
Batteries	3.99
Sympathy Card for Oscar Morris' family	0.59
<b>Total</b>	<b>£126.37</b>

**136. VARIATION OF TERMS OF REFERENCE OF GROUNDS MAINTENANCE SUB-COMMITTEE**

The Town Clerk advised on the natural overlap of the maintenance of Remembrance Gardens and the remit of the Grounds Maintenance Sub-Committee, and asked members to consider the merits of including Remembrance Gardens within that remit.

**RESOLVED** that the Grounds Maintenance Sub-Committee to take responsibility for Remembrance Gardens and have delegated authority to spend the allocated budget.

**137. MEMBER'S ITEM: RHYL UNDERGROUND CAR PARK**

Councillor Mrs W. M. Mullen-James sought members' support in asking Denbighshire County Council to consider making the underground car park a 'secure parking' facility, with the opportunity to book and pay online as well as paying at a ticket machine.

**RESOLVED** that the Town Clerk to make the request to Denbighshire County Council.

**138. MEMBER'S ITEM: 'PLASTIC FREE COASTLINES'**

Councillor K. R. Jones circulated copies of a report he had written as a volunteer and member of the campaign group Surfers Against Sewage, and sought members' support in the aim to achieve 'plastic free community' status for Rhyl by supporting the 'Plastic Free Coastlines' scheme.

***RESOLVED*** that the Town Council supports both initiatives.

**139. MEMBERS' INFORMATION ITEMS**

Waterpark Site Visit

The Town Clerk referred to the e-mail from Denbighshire County Council's Mr Gareth Watson to all town councillors inviting them to have a look around the development so far at 10.00am on Friday 6<sup>th</sup> April 2018, and reminded members to respond directly to Mr Watson with their availability.

Visit to the Citizens Advice Bureau

The Town Clerk advised that town councillors had been invited to visit between 3.00pm and 4.30pm to view the recently refurbished offices on Water Street.

**140. EXCLUSION OF PRESS AND PUBLIC**

***RESOLVED*** that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.

**141. FUNDING AGREEMENT WITH DENBIGHSHIRE COUNTY COUNCIL**

The Town Clerk reported that the document had now been signed by both parties.

***RESOLVED*** that the signing off of the agreement was noted.

**142. CORRESPONDENCE FROM URDD NATIONAL EISTEDDFOD**

Further to minute no.21 of the meeting held on 14<sup>th</sup> June 2017, the Town Clerk reported receipt of the above (circulated with agenda).

***RESOLVED*** that members confirmed that unfortunately the town council was not in a position to make a financial contribution on this occasion and wished the organisers well.

**143. PROPOSED INVITATION TO THE LEADER OF DENBIGHSHIRE COUNTY COUNCIL**

The Town Clerk advised of concerns expressed relating to the level of consultation being received from the County Council over a number of matters affecting the Town. The Town Clerk further advised that previously the Leader,

Councillor Hugh Evans, had been invited to attend a Town Council meeting to discuss such concerns asked members if they would like him to do so.

**RESOLVED** that the Town Clerk to invite Councillor Evans.

**144. STANDING ITEM: POLICE CLOSURE ORDERS**

Further to minute no.79 of the meeting held on 3<sup>rd</sup> February 2016, the Town Clerk advised that no applications had been received from North Wales Police.

**145. ADDITIONAL ITEM: INCOMING MAYOR FOR THE 2018/19 MUNICIPAL YEAR**

[Councillor P. Prendergast left the chamber]

The Chair reported that the Deputy Mayor had submitted a letter for consideration by Council. In accordance with the wishes of the Deputy Mayor the Chair then read the letter indicating that for the reasons now stated and with immediate effect he was resigning as Deputy Mayor and was withdrawing his name for election to the office of Town Mayor for 2018/19

**RESOLVED** that the resignation of Councillor Prendergast from the office of Deputy Town Mayor, be received with regret.

**146. CLOSURE OF MEETING**

There being no further business the Chair closed the meeting.

Chair: .....

Date: .....