

At a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held via video conference on Wednesday 1<sup>st</sup> June, 2022 commencing at 6.00pm.

**PRESENT**

Councillor A. J. Rutherford (Chair)

Councillors B. Blakeley, Mrs E. M. Chard, Mrs J.M. Evans, S. Feeney, A. R. James, K. R. Jones, Mrs P.M. Jones, Ms J. L. McAlpine, Mrs W. M. Mullen-James, P. Prendergast, Ms V. Roberts, D. Simmons, A. Walker, Mrs M. A. Walker and Miss C. L. Williams.

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

**1. APOLOGIES**

Apologies were received from Councillors Mrs J. Chamberlain-Jones, B. Mellor, and Miss S. L. Roberts.

**2. TERMS OF REFERENCE FOR COMMITTEES AND SUB-COMMITTEES**

The Town Clerk presented his report (circulated with agenda) seeking to confirm the remit of the council's committees and sub-committees. The report identified that two areas of work delegated to the Risk Assessment Sub-Committee had now been completed

**RESOLVED** that the report was approved and the schedule amended to remove delegated authority to the Risk Assessment Sub-Committee in respect of:

- Authority to act on matters related to the Rhyl Community Association, and
- Proposed Aqua Centre (now SC2)

**3. APPOINTMENT OF COMMITTEES/SUB-COMMITTEES FOR THE 2022/23 MUNICIPAL YEAR**

Further to min.no.5 of the Annual Meeting of Council, to confirm membership of the Town Council committees/sub-committees for the 2022/23 municipal year.

**RESOLVED** that Membership of Committees and sub-Committees be as follows:

**Staffing Committee:** Councillors Mrs J. Butterfield, Mrs J. Chamberlain-Jones, A. R. James, Mrs D. L. King, P. Prendergast and A. J. Rutherford.

**SOP Committee:** Councillors Mrs J. Butterfield, Mrs E.M. Chard, S. Feeney, A. R. James, K. R. Jones, Mrs P. M. Jones, Mrs D. L. King, B. Mellor, Mrs W. M. Mullen-James, Ms V. Roberts, A. J. Rutherford, D. Simmons, A. Walker and Mrs M. A. Walker.

**Risk Assessment Sub-Committee:** Mrs E. M. Chard, A. R. James, K. R. Jones, Mrs D. L. King, Mrs W. M. Mullen-James, and P. Prendergast.

**Welsh Language Scheme Sub-Committee:** Mrs J. Hughes, K. R. Jones and J. L. McAlpine.

**Civic and Social Events Sub-Committee:** Councillors B. Blakeley, Mrs J. Butterfield, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, A. R. James, Mrs P. M. Jones, B. Mellor, Mrs W. M. Mullen-James, Miss S. Roberts and A. J. Rutherford.

**Grounds Maintenance Sub-Committee:** Councillors B. Blakeley, Mrs J. Butterfield, Mrs J. Chamberlain-Jones, Mrs J. M. Evans, A. R. James, Mrs P. M. Jones, Mrs D. L. King, B. Mellor, Mrs W. M. Mullen-James, A. Walker and Mrs M. A. Walker.

**Communications Working Group:** Councillors B. Blakeley, Mrs J. Butterfield, Mrs E. M. Chard, K. R. Jones, B. Mellor, Mrs W. M. Mullen-James, and Miss C. L. Williams.

4. **ELECTION OF CHAIR – STRATEGIC & OPERATIONAL PLANNING COMMITTEE**

Further to min.no.5 of the Annual Meeting of Council, the Chair requested nominations for the appointment of Chair of the SOP Committee for the 2022/23 municipal year.

**RESOLVED** that Councillor A. J. Rutherford be appointed Chair of the SOP Committee for the 2022/23 municipal year.

5. **ELECTION OF VICE-CHAIR – STRATEGIC & OPERATIONAL PLANNING COMMITTEE**

Further to min.no.5 of the Annual Meeting of Council, the Chair requested nominations for the appointment of Vice-Chair of the SOP Committee for the 2022/23 municipal year.

**RESOLVED** that Councillor Mrs W. M. Mullen-James be appointed Vice-Chair of SOP Committee for the 2022/23 municipal year.

6. **APPOINTMENT OF ADDITIONAL COMMUNITY SCHOOL GOVERNORS**

Further to min.no.5 of the Annual Meeting of Council, the Clerk advised that following the recent elections there were two vacancies for the appointment of Additional Community Governors. The Clerk also advised that it would be practical to re-appoint all other Governors at this time so as to enable their terms of office to coincide.

**RESOLVED** that:

- (i) the following previously appointed Additional Community Governors be reappointed:

Ysgol Dewi Sant – Councillor Mrs J. Hughes  
Ysgol Christ Church – Councillor Mrs D. L. King  
Ysgol Christ the Word – Ms J. L. McAlpine  
Ysgol Llewelyn – Ms V. Roberts

(ii) *The following vacancies in Additional Community Governors be appointed as indicated:*

*Ysgol Bryn Hedydd – Councillor S. Feeney  
Ysgol Emmanuel – Councillor Mrs M. A. Walker*

**7. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS – RHYL COMMUNITY SAFETY WORKING GROUP**

The Chair reported receipt of an invitation from North Wales Police and Denbighshire County Council for the town council to appoint a representative on the newly established Rhyl Community Safety Working Group.

**RESOLVED** *that Councillor A. R. James be appointed.*

**8. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS/PARTNERSHIP GROUPS**

The Chair requested nominations for the appointment of representatives on outside organisations and partnership groups.

It was noted that a number of the bodies had not met in over 12 months but that it was unclear whether this was a result of the organisations finishing or meetings not being held due to the Covid-19 epidemic.

**RESOLVED** *that:*

(i) *all existing appointments be re-confirmed subject to Councillor Ms J. L. McAlpine becoming the representative and Councillor S. Feeney the substitute for the Benefits Advice Shop;*

(ii) *a full review of the status of the outside organisations be undertaken during the 2022/23 municipal year.*

**9. DESIGNATION OF APPROVED DUTIES**

**RESOLVED** *that the following appointments of representatives to serve on outside organisations be designated as approved duties under the Rhyl Town Council Members Allowances Scheme, where meetings are held outside of the town boundaries:*

- *Training of Chairs and Vice-Chairs of the Council and its Standing Committees*
- *North & Mid Wales Association of Local Councils (and associated Regional Transport Committee)*
- *Sustainable Denbighshire*
- *Betsi Cadwaladr University North Denbighshire Project Reference Group*
- *Attendance of Town Mayor/Deputy Town Mayor at Civic Events in the Counties of Denbighshire, Flintshire and Conwy.*

## 10. PAYMENTS AND RECEIPTS REPORT APRIL/MAY 2022

The Chair referred to the Town Clerk's report (circulated with agenda) detailing the schedule of payments made and income received.

### Payments and Income - April 2022

Voucher No.	Supplier name	Amount	Description of Goods & Services
1388	Shire Leasing	337.33	Avaya Telephone System – Lease payment 1 of 4 2022/23
1389	BT	485.38	Telephone Rental and Charges
1390	HSBC	8.00	Bank Charges 17 Feb 2022 to 16 March 2022
1392	Gunsmoke Communications	1,440.00	Management Fee March 2022
1393	HMRC	3,752.05	PAYE Deductions March 2022
1394	Clwyd Pension Fund	4,839.09	Pension Deductions & Deficit Funding March 2022
1395	RTC Staff	7,394.65	Net Pay for RTC Staff April 2022
1391	Denbighshire CC	732.25	NNDR for Civic Offices, WRCC, Rhyl
	<b>Total payments</b>	<b>£18,988.75</b>	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	33.12
<u>HSBC</u>	<u>Interest on 7 Day Deposit</u>	<u>5.52</u>
<u>HSBC</u>	<u>Interest on 7 Day Deposit</u>	<u>5.18</u>
<u>HSBC</u>	<u>Interest on 7 Day Deposit</u>	<u>5.18</u>
<u>HSBC</u>	<u>Interest on 7 Day Deposit</u>	<u>5.18</u>
	<b>Total income</b>	<b>£ 54.18</b>

### Payments and Income - May 2022

Voucher No.	Supplier name	Amount	Description of Goods & Services
1404	HSBC	9.00	Bank Charges 17 March 2022 to 16 April 2022
1405	Gunsmoke Communications	1,440.00	Management Fee April 2022
1406	HMRC	3,025.60	PAYE Deductions April 2022
1407	Clwyd Pension Fund	4,339.63	Pension Deductions & Deficit Funding April 2022
1408	RTC Staff	7,394.44	Net Pay for RTC Staff May 2022
1391	Denbighshire CC	736.00	NNDR for Civic Offices, WRCC, Rhyl
1411	Denbighshire CC	32,037.00	SC2 Loan Repayment – 1 of 3 for 2022/23
	<b>Total payments</b>	<b>£48,981.67</b>	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	40.68
HSBC	Interest on 7 Day Deposit	5.18
HSBC	Interest on 7 Day Deposit	26.85
HSBC	Interest on 7 Day Deposit	26.85
HSBC	Interest on 7 Day Deposit	26.85
	<b>Total income</b>	<b>£ 126.41</b>

**RESOLVED** that the reports were approved.

## **11. AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST**

Further to min.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 Chair referred to the Town Clerk's submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

(13<sup>th</sup> April – 25<sup>th</sup> May 2021)

Voucher No.	Supplier Name	Description of Service	Amount £
1399	Alzheimers Society	Mayor Charity Collection 2021/22 – Distribution	£270.40
1400	Sage & Co.	Payroll Services January to March 2022	£93.00
1401	North & Mid Wales ATC	Meals for 2 delegates at April 2022 meeting	£40.00
1402	Cllr D King	Mayoral Expenses April 2022	£139.80
1403	Rhyl Community Association	Tynwydd CC - Management Fee April 22	£875.00
1409	Canda Copiers	Copier Rental	£259.32
1410	Canda Copiers	B&W & Colour Copies	£61.79
1411	JDH Business Services Ltd	Internal Audit – Final Fee 2021/22	£345.60
1413	Denbighshire Homestart	Commissioned Services – Rhyl Family Project	£2,000.00
1414	Clwyd Community Theatre Company	Final of British One-Act Plays	£1,000.00
1415	Morrisons	Flowers & Gifts for Mayor's Inauguration Event	£54.50
<b>Total</b>			<b>£5,139.41</b>

**RESOLVED** that the schedule was approved for payment, and would be signed by two councillors in due course.

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

**Emergency & Card Payments:** Vouchers 1399 to 1403 and 1409 to 1411 were approved for payment by the Town Clerk under delegated authority due to the Elections recess. There was one payment made by card, Voucher 1415.

## 12. MEMBERS ITEM

Councillor K. R. Jones referred to the recent elections and in particular to a number of issues which had arisen. Firstly, that a comment from Denbighshire County Council that only a few people's postal votes had gone astray, was disappointing as every vote is important, and can sway the outcome of elections as we have just seen in that some people had been elected by just a handful of votes.

Secondly, the poor locating and promotion of some polling stations and the wrong information being provided on Denbighshire County Council's website.

Thirdly, that having emailed Denbighshire County Council three times, to raise these issues, he had not received any replies from the particular department. Councillor Jones said that they seem to respond only to the county ward councillors, which was really disrespectful.

Other members supported Councillor Jones' comments and said that they had received numerous complaints about not being able to park near polling stations, them being too far away and not even within the ward.

**RESOLVED** that:

- (i) *an invitation be extended to the Returning Officer to attend a meeting of the town council so as to enable members to discuss with him the above issues.*
- (ii) *that members with concerns relating to the elections provide details to the Town Clerk by e-mail.*

## 13. 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.

## 14. TRANSFER OF TYNEWYDD COMMUNITY CENTRE

The Town Clerk submitted his verbal report advising that the transfer of the Tynewydd Community Centre to the Rhyl Community Association had been completed on 28<sup>th</sup> April 2022.

## 15. CONFIDENTIAL MINUTES

The following minutes were submitted (circulated with agenda) for members' information and approval of the recommendations contained therein:

Strategic & Operational - 14<sup>th</sup> March 2022 - Min. Nos 31 - 39  
Planning Committee

Special Risk - 15<sup>th</sup> March 2022 - Min. Nos. 53 - 57  
Assessment Sub-Committee

**RESOLVED** that the minutes were received and approved. The following recommendations of the SOP Committee being confirmed

In respect of min.no.37 of the meeting of SOP a grant of £6,000 be awarded to the Benefits Advice Shop for general funding.

In respect of min.no.38 of the meeting of SOP a grant of £1,000 be awarded to the British Final of One Act Plays (This grant having been previously approved but not paid due to the event being postponed).

With regard to the SOP minutes, Councillor A. R. James and A. J. Rutherford advised that their apologies had not been included.

**RESOLVED** that the attendance book would be checked and the apologies added if they are recorded.

#### **16. INSURANCE RENEWAL 2022- 2023**

The confidential joint report of the Town Clerk and Finance Officer was submitted in respect of actions taken in consultation with the Chair and Vice Chair in respect of the council's insurance cover for the 2022-22 year (commencing 1<sup>st</sup> June 2022).

**RESOLVED** that the actions taken by officers in consultation with the Chair and Vice-Chair were confirmed.

#### **17. DENBIGHSHIRE LEISURE LTD – REQUEST FOR FUNDING SUPPORT**

To receive the Town Clerk's confidential report (copy enclosed) to determine a request from Denbighshire Leisure Ltd with regards to this year's Air Show.

**RESOLVED** that:

- (i) an additional one-off payment of £10,000 (to be met by savings made across the council's budgets and from reserves if necessary) towards the event, was approved and would be reviewed next year.
- (ii) The town council's increase to be recognised by a higher level visibility in all of Denbighshire County Council's promotion and marketing of the Air Show.

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

**[Councillor P. Prendergast declared a personal and prejudicial interest in the above item due to his position as a Denbighshire Leisure Ltd Director, and entered the virtual waiting room for the duration of the item, taking no further part in the debate and voting thereon]**

**18. CLOSURE OF MEETING**

There being no further items of business the Chair declared the meeting closed.

Chair: .....

Date: .....