

**Towyn and Kinmel Bay Town Council.**  
**Meeting of the Policy, Finance and Resources Committee.**  
**held at the Community Resource Centre.**  
**at 7.00p.m. on Wednesday 10<sup>th</sup> September 2014.**  
**All Meetings Are Recorded**

**MINUTES**

**51.14 Attendance.**

Cllr. Corry, Cllr. Darwin, Cllr. Richmond, Cllr. Roberts, Cllr. Johnson, Cllr. Stone, Cllr. Sadler, Cllr. Smith and Cllr. Anderson.

**52.14 Apologies for Absence.**

Cllr. Bateman and Cllr. McLoughlin

**53.14 Declaration of Interest.**

Members are reminded that they must declare the existence and nature of their declared interest. (Using the form provided for this purpose)

Cllr. Sadler declared an interest in item number 58.14 (1)

Cllr. Darwin declared an interest in item number 58.14 (1)

**54.14 Urgent Matters.**

Notice of items which, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

The clerk updated members with regard to the current situation in relation to the Council vacancy.

**55.14 To receive the minutes of the Policy, Finance and Resources Committee held on the 23<sup>rd</sup> July 2014**

It was proposed by Cllr. Roberts and seconded by Cllr. Richmond that the minutes of the 23<sup>rd</sup> July 2014 were accepted and this was agreed by all.

**56.14 Health and Safety**

Cllr. Corry asked that the clerk clarified with CCBC whether the community Resource Centre is classified as a flood refuge, and if so whether the necessary risk assessments had been carried out.

Cllr. Corry asked that the clerk contact CCBC requesting that the relevant person makes a site visit to the square to look at the wooden posts along the path offering some protection from the car parking bays, as Cllr. Corry feels there is a safety issue with them and some of them need to be replaced.

Cllr. Corry asks that a request is made to CCBC that the foliage on the corner of the crossroads is kept low so as to not impede the visibility for drivers.

Cllr. Corry raised the issue that drivers still continue to turn right at the left only turn junction and asked that highways were informed about it and that a left turn only arrow is installed \*\*\* upon checking there are already two left turn only signs already in place\*\*\*

#### **57.14 Reports for consideration**

##### **A) Annual Return 2013/2014**

Hacker Young returned the draft Annual Return for the year to 31<sup>st</sup> March 2013 with no issues arising and as such it was;

Proposed by Cllr. Anderson and seconded by Cllr. Richmond that the accounting statements and Annual Return 2012/2013 were approved and this was agreed by all.

Members thanked the clerk for another clean audit.

##### **B) Photocopier Lease**

Members were provided with quotes from three different photocopier lease companies in relation to a new five year contract for a photocopier. After some discussion it was;

Proposed by Cllr. Corry and seconded by Cllr. Richmond that the quote provided by Kon-x Wales Ltd. was accepted, and this was agreed by all.

##### **C) White Paper – Reforming Local Government**

The clerk made members aware of a recent white paper that had come out in relation to reforming Local Government, and that a proper consultation process involving Town and Community Councils would be taking place in the autumn. Members expressed their concerns at the disparaging reference made to Town and Community Councils within the white paper and also their worry in relation to the devolution of services from the Local Authorities to Town and Community Councils.

##### **D) Sign Posts**

Cllr. Richmond commented that there were not enough signs in the locality with regard to the library, community centre and clinic particularly when approaching from the square. Members asked the clerk to arrange a meeting with somebody from CCBC's Highways in relation to this, and the possibility of some being installed in an appropriate place.

#### **58.14 Requests for financial assistance**

##### **1) Street Football Wales –**

A financial request to assist one of our local residents to attend the Street Football World Cup in Chile was provided to the Council. After some discussion it was;

Proposed by Cllr. Roberts and seconded by Cllr. Corry that £500 was provided for Yasmin Mills towards her trip to Chile to compete in the Street Football World Cup, taken from the £500 which was to be provided to Community House over the summer but was no longer needed.

The clerk was also requested to contact Caroline Jones in Community Development for CCBC, to see if there was any additional funding available from them.

#### 59.14 Correspondence received:

- 1) E-mail from the Community Safety Inspector, North Wales Police  
Letter acknowledged and noted by members.
- 2) Letter from Victim Support  
Letter acknowledged, however, the Council reaffirmed their position in relation to not supporting national charities.
- 3) Letter received from Mr O'Brien.  
The clerk confirmed that some enquiries had already been made in relation to some points made in the letter. The clerk confirmed that she would arrange a meeting with David Dudley of CCBC to deal with the outstanding points.

#### 60.14 Accounts for July & August for Approval including Bank Reconciliations.

### Towyn and Kinmel Bay Town Council      2014      2015

Date	Details	Payment Cleared	Minute Number	Cheque Number	Total	VAT
	<b>Brought Forward</b>				31874.06	596.68
	<b>Monthly Total</b>				12033.18	132.42
<b>July</b>	<b>Overall Total</b>				43907.24	729.10

	Manweb	Y	9190	DD	109.00	5.85
	Chris Jones	Y	9190	SO	132.00	
	Computer Technical Solutions	Y	9190	BP	282.44	47.07
	Salaries	Y	014/11	BP	3055.92	
	HMRC (tax/NI)	Y	014/11	BP	660.94	
	Nine telecom	Y	9190	DD	11.20	1.87
	Plusnet Plc	Y	9190	DD	18.00	3.00
	Total GP	Y	9190	DD	48.01	2.29
	Conwy County BC Rates	Y	7.11	DD	194.00	
	Angel Springs	Y		DD	44.28	7.38
	Pension	Y		BP	783.03	
	Paul Murray (Towyn Way East)	Y		BP	356.50	
	Dave Hutton (Windows)	Y		BP	20.00	
	Weldons newsagent	Y		102939	24.20	

	O2 top up (caretaker)	Y		WPC	10.00	
	O2 top up (clerk)	Y		WPC	10.00	
	CVSC Membership	Y		102940	15.00	
	Ysgol Y Foryd - swimming	Y		102941	1500.00	
	Paul Murray (Towyn Way East)	Y		BP	556.50	
	St. David's Hospice (William)	Y		102942	100.00	
	Asda (cleaning)	Y		WPC	24.89	3.17
	NAMWALC lunch	Y		102943	43.50	
	Otis lift repair	Y		BP	230.40	38.40
	CCBC (Playing Out)	Y		102944	2334.00	
	On track photography	Y		102945	50.00	
	David Shore	Y		102946	350.00	
	O2 top up (caretaker)	Y		WPC	10.00	
	Zurich Advisory Service	Y		102947	114.00	19.00
	Asda (tea, coffee)	Y		WPC	15.84	0.83
	Paul Murray (Towyn Way East)	Y		BP	556.50	
	Paul Murray (Resource Centre)	Y		BP	170.00	
	Welsh Water	Y		DD	171.48	
	Asda	Y		WPC	22.35	3.56
	Weldons newsagent	Y		102948	9.20	

<b><u>Bank Reconciliations.</u></b>							
<b><u>2014 - 2015</u></b>				<b>July</b>			
<b><u>BMM ACCOUNT</u></b>		<b>Debits</b>		<b>Credits</b>		<b>TOTALS</b>	
<b>Balance as at 30th June 2014</b>						<b>£ 44,277.60</b>	
Transfers to Community A/c		£9,500.00					
Community Centre payments				£ 10.00			
Room hire				£ 420.00			
<b>Balance as at 31st July 2014</b>						<b>£ 35,207.60</b>	
<b><u>COMMUNITY ACCOUNT</u></b>		<b>Debits</b>		<b>Credits</b>			
<b>Bank Balance as at 30th June 2014</b>						<b>£ 4,941.00</b>	
Payments out as Minuted		£10,678.07					
Transfers in From BMM A/c				£ 9,500.00			

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<b>Bank Balance as at 31st July 2014</b>					<b>£ 3,762.93</b>
<b>WPC/Cheques written but not presented</b>				<b>ACTUAL BALANCE</b>	<b>£1,149.15</b>
cheque	102886	25.00			
cheque	102940	15.00			
cheque	102943	43.50			
cheque	102944	2334.00			
cheque	102947	114.00			
cheque	102948	9.20			
WPC		73.08			
					<b>£2,613.78</b>
<b><u>C.R. BUILDING FUND</u></b>		<b>Debits</b>	<b>Credits</b>		
<b>Balance at 30th June 2014</b>					<b>£ 15,026.32</b>
Interest					
<b>Balance at 31st July 2014</b>			£ 0.86		<b>£ 15,027.18</b>
<b>PUBLIC SECTOR DEPOSIT FUND</b>					
<b>Balance at 31st March 2014</b>					<b>£ 50,455.32</b>
Interest			£ 42.25		
<b>Balance at 30th June 2014</b>					<b>£ 50,497.57</b>

Date	Details	Payment Cleared	Minute Number	Cheque Number	Total	VAT
	<b>Brought Forward</b>				43907.24	729.10
	<b>Monthly Total</b>				8896.84	226.66
August	<b>Overall Total</b>				52804.08	955.76

	Manweb	Y	9190	DD	109.00	5.85
	Chris Jones	Y	9190	SO	132.00	
	Computer Technical Solutions	Y	9190	BP	282.44	47.07
	Salaries	Y	014/11	BP	3052.52	
	HMRC (tax/NI)	Y	014/11	BP	661.14	
	Nine telecom	Y	9190	DD	11.69	1.95
	Plusnet Plc	Y	9190	DD	18.00	3.00
	Total GP	Y	9190	DD	34.42	1.64
	Conwy County BC Rates	Y	7.11	DD	194.00	
	Angel Springs	Y		DD	35.42	5.90
	Pension	Y		BP	783.03	
	Zurich Ins. (war memorial)	Y		102950	53.00	3.00
	Cannon Hygiene	Y		DD	139.75	23.29
	O2 top up (caretaker)	Y		WPC	10.00	
	O2 top up (clerk)	Y		WPC	10.00	
	Asda	Y		WPC	14.00	2.33
	Petty Cash	Y		102951	43.67	
	L & R Roadlines (Car park)	Y		BP	600.00	100.00
	Kon-X Wales (photocopier)	Y		102952	98.03	16.34
	AJAC Office Solutions	Y		BP	97.69	16.29
	Paul Murray (Mowing)	Y		BP	596.50	
	Paul Murray (Quarry Line)	Y		BP	1000.00	
	Paul Murray (woodlands)	Y		BP	820.00	
	Weldons Newsagent	Y		102953	8.60	
	NAWALC meeting	Y		102954	45.00	
	Petty cash	Y			46.94	

<b><u>Bank Reconciliations.</u></b>					
<b><u>2014 - 2015</u></b>				<b>August</b>	
<b><u>BMM ACCOUNT</u></b>		<b>Debits</b>		<b>Credits</b>	<b>TOTALS</b>
<b>Balance as at 31st July 2014</b>					<b>£</b>

					<b>35,207.60</b>
Transfers to Community A/c		£12,200.00			
Precept			£ 39,917.00		
Room hire			£ 325.00		
<b>Balance as at 31st August 2014</b>					<b>£ 63,249.60</b>
<b><u>COMMUNITY ACCOUNT</u></b>		<b>Debits</b>	<b>Credits</b>		
<b>Bank Balance as at 31st July 2014</b>					<b>£ 3,762.93</b>
Payments out as Minuted		£11,433.39			
Transfers in From BMM A/c			£ 12,200.00		
<b>Bank Balance as at 31st August 2014</b>					<b>£ 4,529.54</b>
<b>WPC/Cheques written but not presented</b>			<b>ACTUAL BALANCE</b>		<b>£4,372.51</b>
cheque	102886	25.00			
cheque	102952	98.03			
WPC		34.00			
					<b>£157.03</b>
<b><u>C.R. BUILDING FUND</u></b>		<b>Debits</b>	<b>Credits</b>		
<b>Balance at 31st July 2014</b>					<b>£ 15,027.18</b>
Interest					
<b>Balance at 31st August 2014</b>			£ 0.89		<b>£ 15,028.07</b>
<b><u>PUBLIC SECTOR DEPOSIT FUND</u></b>					
<b>Balance at 31st March 2014</b>					<b>£ 50,455.32</b>
Interest			£ 42.25		
<b>Balance at 30th June 2014</b>					<b>£ 50,497.57</b>