

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 19th February 2014.
All Meetings Are Recorded

MINUTES

119.13 Attendance.

Cllr. Stone, Cllr. Smith, Cllr. Richmond, Cllr. McLoughlin, Cllr. Sadler, Cllr. Darwin and Cllr. Bateman.

120.13 Apologies for Absence.

Cllr. Roberts, Cllr. Johnson, Cllr. Corry, Cllr. Knightly and Cllr. Anderson.

121.13 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)

NONE

122.13 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.

NONE

123.13 To receive the minutes of the Policy, Finance and Resources Committee held on the 15th January 2014

It was **proposed by Cllr. Richmond and seconded by Cllr. Stone** that the minutes of the 15th January 2014 were accepted and this was agreed by all.

124.13 Health and Safety

Cllr. Bateman produced a health and safety risk assessment in relation to the 'Create a Smile' office. Members were happy with this.

125.13 Reports for consideration

A) The 4 Squares

Lyn Davies and Peter Barton-Price of CCBC's Environment, Roads and Facilities Department attended the meeting to discuss with members the possibility of the Town Council having some involvement with the flower beds in the 4 Squares in Kinmel Bay. Mr Davies explained that it was due to financial constraints that the plants and shrubs within the flower beds were more

'industrial' hardy plants, than colourful seasonal plants, and this was why CCBC had sent to the Town Council a quote for some works to be done to improve the area. The Councillors expressed their desire to make the flowerbeds look more attractive and aesthetically pleasing, especially as this area is the 'Gateway to Conwy', however, felt that the quote provided by CCBC was excessive and the Town Council could get the work done for less money with their own contractor. This then led to a discussion as to whether the Town Council would want full responsibility for the squares, to work in partnership with CCBC or leave things as they are now. It was suggested that a sub-committee comprising of Cllr. Richmond, Cllr. McLoughlin, Cllr. Bateman and Cllr. Sadler was set up and would meet with Peter Barton-Price to discuss the 3 options, before reporting back to the P.F.R. Committee.

Cllr. Smith as an additional matter brought up the old park area off Owain Glyndwr and enquired with Mr Davies as to whether there were any plans for what to do there. Mr Davies explained to members the history of this area and the problems in the past which had led to CCBC having to fence the area off as it currently is. He did go on to say that he would happily give it to the Town Council if they wished to look into doing something with the land. The possibility of turning it into allotments was raised, although this would be quite expensive to achieve and if CCBC paid for this then the allotments would be allocated to the people already on their waiting list and not allocated to residents of our communities. If the Town Council did the work they would get to allocate the allotments and would receive the rental it created. Cllr. Smith asked Mr Davies to check with the legal department whether CCBC had an obligation to keep the space open as it is a designated public space and if so the obligation would be with CCBC to find a use for it.

B) Audit

The clerk reported back to members that David Shore, the internal auditor, had conducted an end of year audit up until 31st December 2013 and this had come back clean.

C) Insurance

The clerk provided members with a copy of the insurance renewal which members were happy to accept.

D) Pension changes

The clerk reported back to members in relation to the planned changes due in April 2014 with regard to the Local Government Pension Scheme (Gwynedd Pension). The changes will mean a slight reduction in the amount the Town Council currently contributes.

E) Correspondence

Scottish Power – A letter had been received with regard to the electricity contract and the clerk sought member's views with regard to renewing for a fixed price over 12 months or 24 months. Members felt a 12 month renewal would be sufficient.

Kidney Wales foundation – A letter had been received containing a sponsored walk pack. Members decided to take their standard approach of only being involved with local, not national charities.

126.13 Accounts for January for Approval including Bank Reconciliations.

Towyn and Kinmel Bay Town Council		2013	2014			
Date	Details	Payment Cleared	Minute Number	Cheque Number	Total	VAT
	Brought Forward				113980.63	4914.06
	Monthly Total				7948.46	390.46
January	Overall Total				121929.09	5304.52
	Manweb	Y	9190.00	DD	77.00	3.66
	Chris Jones	Y	9190.00	SO	132.00	
	Computer Troubleshooters	Y	9190.00	BP	282.44	47.07
	Salaries	Y	014/11	BP	2906.46	
	HMRC (tax/NI)	Y	014/11	BP	683.59	
	Nine telecom/Enercomm	Y	9190.00	DD	13.09	2.18
	Plusnet Plc	Y	9190.00	DD	32.39	5.40
	Total GP	Y	9190.00	DD	196.85	9.37
	Conwy County BC Rates	Y	7.11	DD	190.00	
	Angel Springs	Y		DD	44.28	7.38
	Pension	Y		BP	848.08	
	NWALC - lunch x4	Y		102896	58.00	
	O2 top-up (clerk's phone)	Y		WPC	10.00	
	Asda (cleaning products)	Y		WPC	29.74	
	Weldon's Newsagent	Y		102897	21.00	
	Dave Hutton (window cleaning)	Y		BP	20.00	
	Asda (cleaning products)	Y		WPC	18.00	
s137	S.T.O.P. grant application	Y		102898	300.00	
	O2 top-up (clerk's phone)	Y		WPC	10.00	
	O2 top-up (caretaker's phone)	Y		WPC	10.00	
	Asda (cleaning products)	Y		WPC	7.44	
	Petty cash	Y		102899	45.70	
	Simon Lloyd (security system)	Y		BP	672.60	112.10
	Simon Lloyd (CCTV & new camera)	Y		BP	1219.80	203.30
	NWALC - lunch x2	cheque lost	in post	102900	cancelled	
	St Asaph Charity Ball	Y		102901	50.00	
	Post office (stamps)	Y		WPC	70.00	

<u>Bank Reconciliations.</u>						
<u>2013 - 2014</u>					January	
<u>BMM ACCOUNT</u>		Debits		Credits		TOTALS
Balance as at 31st December 2013						£ 51,423.60
Transfers to Community A/c		£11,100.00				
Community Centre payments				£ 328.50		
Room hire				£ 475.00		
VAT return				£ 2,628.09		
Balance as at 31st January 2014						£ 43,755.19
<u>COMMUNITY ACCOUNT</u>		Debits		Credits		
Bank Balance as at 31st December 2013						£ 3,215.27
Payments out as Minuted		£8,123.50				
Transfers in From BMM A/c				£ 11,100.00		
Room hire				£ 40.00		
Bank Balance as at 31st January 2014						£ 6,231.77
WPC/Cheques written but not presented				ACTUAL BALANCE		£5,972.59
cheque	102886	25.00				
cheque	102900	29.00				
cheque	102901	50.00				
WPC		155.18				
						£259.18
<u>C.R. BUILDING FUND</u>		Debits		Credits		
Balance at 31st December 2013						£ 15,021.09
Interest				£ 0.89		
Balance at 31st January 2014						£ 15,021.98

PUBLIC SECTOR DEPOSIT FUND					
Balance at 30th September 2013					£ 50,370.89
Interest				£ 41.35	
Balance at 31st December 2013					£ 50,412.24

It was **proposed by Cllr. Richmond and seconded by Cllr. McLoughlin** the accounts be accepted and this was agreed by all.