

**MINUTES OF A MEETING OF THE POLICY AND FINANCE COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD IN THE COMMITTEE ROOM, TOWN HALL, RHIW ROAD, COLWYN BAY AT 6.30 P.M. ON WEDNESDAY 16<sup>TH</sup> NOVEMBER 2016**

**PRESENT:** Cllr J Davies (Mayor),  
Cllr Mrs H Meredith, Vice-Chairman (Chair)  
Cllrs: A Khan, Mrs V Perry, P Richards, S Taylor

**OFFICER:** Mrs C J Earley

**226/16 Welcome & Apologies for Absence:**

In the absence of the Chairman, Cllr Mrs H Meredith welcomed members to the meeting and apologies for absence were received from Cllrs: D Griffiths (Chairman), A Mason, T Pearson, Dr S Roy and G Ward.

Cllr P Richards and A Khan requested permission to retire early from the meeting, due to meetings elsewhere.

*Resolved to change the order to take the finance related matters first, in case the meeting later becomes inquorate.*

**227/16 Declarations of Interest:**

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. The following interests were declared:

- a. Cllr J Davies declared a personal interest in item 13 – Ward Allowances, as he is a member of the Church to which the community rooms are linked.
- b. Cllr Mrs H Meredith declared a personal (non-prejudicial) interest in item 13 – Ward Allowances, as she is the Town Council appointed representative on the Pwllcrochan Woods Management Committee.

*Resolved to receive and note the declarations of interest.*

**228/16 Minutes:**

*Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 28<sup>th</sup> September 2016.*

**229/16 Finance:**

*Resolved to authorise payments made on behalf of the Council for the period 21/9/16 to 31/10/16, as detailed in Schedule 'A' attached.*

**230/16 North & Mid Wales Association of Local Councils:**

*Resolved to authorise renewal of membership for 2016/17.*

### **231/16 Local Members Ward Allowances:**

The Clerk submitted/tabled all project proposals received from members by today and reminded members that, as this is an election year, all Ward Allowance projects must be approved and paid by 31<sup>st</sup> December at latest.

- Cllr J Davies and Cllr H Meredith declared personal, but non-prejudicial, interests in their own project proposals and therefore took full part in the deliberation of these.

A discussion took place regarding the project proposal submitted by Cllr J Davies in respect of a contribution towards the costs of a new fire alarm system at the Rhos on Sea Methodist Church / Church Rooms. Due to the extensive use of the Church Rooms by community groups, members agreed that Cllr Davies' membership of the Church did not constitute a prejudicial interest or contravene the scheme rules.

***Resolved to approve the Project Proposals for Ward Allowances submitted by today, as detailed in Schedule 'B' attached.***

***Further resolved to remind members that they have one last opportunity to submit proposals (before the Council meeting on 5<sup>th</sup> December), otherwise they may lose any remaining allowance.***

### **232/16 Grants:**

- a. The Clerk submitted, for consideration, three late Event Grant applications, the first of which had been approved in principle at the last Council meeting.

***Resolved to approve payment of the three additional Events Grant applications, as detailed in Schedule 'C' attached.***

***Further resolved to authorise the payment for the recent traffic management training course (£1,325 net cost) for event volunteer stewards from the Events Grant budget.***

- b. It was noted that a letter of thanks had been received from the Merched y Wawr for a small grant.

- Cllr A Khan retired from the meeting at this juncture.

### **233/16 Matters Arising from Previous Minutes:**

- a. Min. 184/16(a) – Property Maintenance and Facilities Management and
- b. Min. 184/16(b) – Facilities Management Consultancy:

The Clerk informed members that there were a number of on-going facilities matters to be progressed and a meeting of the Buildings Sub-Committee would be convened later this month to consider these and report back to this Committee.

- c. Min 189/16 – External Audit Recommendation:

The Clerk submitted advice from the Society of Local Council Clerks confirming that the Public Sector Deposit Fund should continue to be included in Box 9 – Total cash and investments. It was noted that this advice had been considered at a recent meeting of the Welsh Audit Office and that the guidance in the Practitioners' Guide would be updated and hopefully issued by April 2017.

**234/16 Other Finance Matters:**

- a. The Clerk submitted a copy of the bank reconciliations as at 30.9.16.

*Resolved to authorise the Clerk and Chairman to check these to the bank statements and sign them.*

- b. The Clerk submitted, for information, the income and expenditure report for the six months to 30/9/2016.
- c. The Clerk submitted, for information, correspondence from CCLA regarding the Local Authorities Property Fund. It was noted that the Clerk would report back on this matter in due course.

**235/16 Conwy CBC:**

The Clerk submitted an e-mail update from Fran Lewis, CCBC, on the County Conversation. It was noted that Clerks from all Conwy Town Councils with income/expenditure over £200,000 p.a. had been asked to meet with Fran in January to discuss how we can get involved / feed into the local area wellbeing plans. The Clerk will report back in due course, after this meeting.

**236/16 One Voice Wales:**

- a. The Clerk tabled a written report from Cllr S Roy on the annual conference, held on 1<sup>st</sup> October.

*Resolved to receive the report and to thank Cllr Roy for attending at short notice.*

The following correspondence was received from One Voice Wales:

- b. A note to summarise the keynote address given by Mark Drakeford AM.
- c. A copy of the Welsh Treasury News.
- d. A Welsh Government consultation document on the National Infrastructure Commission for Wales.

*Resolved to receive and note these items.*

**237/16 Independent Remuneration Panel for Wales:**

The Clerk submitted, for consideration, the IRP's draft Annual Report for 2017/18. It

was noted that the final report is usually circulated by February for Councils to adopt the various determinations on expenses in time for the new financial year.

- Cllr P Richards retired from the meeting at this juncture.

*As the meeting was now inquorate, it was resolved just to note the remaining items of correspondence, as detailed below:*

**238/16 NW Fire & Rescue Authority:**

Notice of a public consultation on affordable fire and rescue services for North Wales.

**239/16 Gwynedd Pensions (LGPS):**

To note the report issued following the triennial valuation meeting held on 10<sup>th</sup> November, confirming the employers' contribution rate for the period 2017-2020 will be 19.4%, with no more lump sum payments required for deficit reduction.

**240/16 Bangor University Scholarship:**

Notice of the scholarship awarded for a student commencing studies in 2016/17.

**241/16 Grants:**

A letter of thanks from Merched y Wawr, Old Colwyn Branch.

The meeting closed at 7.35 p.m.

..... Chairman