

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the Finance Meeting held in the War Memorial Institute on Wednesday 12th June 2019

Present: Councillors Mr R Bestwick (Chairman of the Committee), Mr A Wight (Chairman of the Council), Mr J Priddin, Ms C Hinds, Mr D Walker, Mr R Wakelam, Mrs P Ransome, Mr P Blackman, Mrs M Jones, Dr J Smith-Bellis and Mr A Bakewell (Youth Representative)

Absent: Councillor Mrs E Davies

In attendance: Mrs S Hughes, Clerk & RFO to the Council
1 x member of the public

61. Apologies

Apologies were received from Councillors Mr D Williams and Mr M Rothero.

62. Declarations of Interest

There were no Declarations of Interest received.

63. Minutes of the meeting held 8th May 2019

RESOLVED: these were approved as a correct record and signed by the Chairman.

64. Matters Arising

There were no matters arising.

65. Penyffordd War Memorial Refurbishment Project (Section 106 Agreement)

A copy of the revised Terms of Reference for the Working Group was circulated to members.

Cllr Wight advised that within the next two weeks they will be looking into breaking down the contracts for works, a schedule of works produced in order for work to be put out to tender.

** 6.35pm a member of the public arrived, Cllr Wight Chairman of the Council welcomed him and gave brief introduction and explanation of the procedure of the meeting.

The Chairman questioned whether the WMI Refurbishment Project will continue on the Finance agenda or whether it will now be best suited on the main agenda. Cllr Wight and the Clerk suggested that going forward it will be on the main agenda as matters of finance will be dealt with by the Committee who have been given delegated powers, however, should a contract exceed £25,000 this would need to be reviewed and approved by the full council and therefore would appear on the finance agenda.

RESOLVED: the Terms of Reference was approved and will be forwarded to the War Memorial Institute.

66. Dobshill – Defibrillator

Ms Satchwell had not attended the meeting, however, Cllr Wight proposed that should the request be financial support from the council to purchase a defibrillator cabinet that this be approved. This was seconded by Cllr Wakelam and approved by the council.

Cllr Walker highlighted that Ms Satchwell may be able to apply for a grant.

RESOLVED: the Council approved to purchase a defibrillator cabinet should it be requested. The Clerk will contact Ms Satchwell to request an update and also enquire whether she has explored possible grants.

67. Council Email Addresses

The Clerk reported that Froya have implemented her email which is being tested and there are a few issues with the calendar sharing which is trying to be resolved before rolling out to all members. It is hoped that the roll out will commence within the next couple of weeks.

RESOLVED: the report was received and noted.

68. Bank Balances

Bank Balances as at 12th June 2019	Current	£15,267.84
	Deposit	£320,404.81
	Play Area	£15,986.33
S106 - War Memorial Refurbishment Project	Spend to Date	Balance
	£7,494.00	£182,506.00
Possible VAT to be claimed (tbc)		£1,384.80
Payments Received	23/05/2019 Kew Grow Wild Grant	£500.00
	23/05/2019 HMRC 2018/19 Vat Claim	£1,807.79
	04/06/2019 HSBC Interest	£453.07
Bank Transfer	10/06/2019 Deposit - Current Account	£10,000.00
Unpresented Payments	Noticeboard Company 2 x Noticeboards	£1,248.00

RESOLVED: the above be received and noted.

69. Accounts for Payment

To authorise the following accounts for payment:

Datrys Consulting Engineers Ltd	WMI Project - Engineering 30% of bill	£342.00
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Flintshire County Council	Street Light Energy & Repairs - March 19	£243.51
Flintshire County Council	Electricity Charges - April 19	£46.86
Staffing Costs	May-19	£2,154.54
Mrs S Hughes	Stationery, Travel, General Admin etc	£26.03
SLCC	Annual Membership	£156.00
EWS Colourprint	Circular Walk Leaflets	£205.00
Froya Ltd	Council Email Accounts	£1,320.00
Flintshire County Council	Planning App Fees - changing room, abbots lane	£50.00
Datrys Consulting Engineers Ltd	WMI Project - Engineering remaining balance of bill	£456.00
Lovelock Mitchell	Architect Work stages 4&5	£1,800.00
Lovelock Mitchell	B Regs Fee 1596 - Stage 4&5	£238.80
	Reimbursement costs relating to: cctv groundworks, Christmas tree installation, materials for the Scout Community Day	£229.44
Mr D Williams		
		£7,610.18

RESOLVED: The above accounts be processed for payment and was signed by the Chairman of Council and/or the Chairman of Finance. Payments were also countersigned by two bank signatories.

The Council approved to pay the reimbursement costs for Cllr Williams, but expressed that receipts should be submitted as soon as possible and that future delays to this extent is not acceptable.

70. Members Items (AOB)

There were no items raised.

The finance and ordinary meetings were closed at 9.25pm

Chair..... 10th July 2019