

Minutes of the Finance Meeting held in the War Memorial Institute on Wednesday 13th March 2019

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

Absent:

In attendance: Mrs S Hughes, Clerk & RFO to the Council

324. Apologies

Apologies were received from Councillors Mrs E Davies and Mr M Rothero.

325. Declarations of Interest

There were no Declarations of Interest received.

326. Matters Arising

Min 298 – the work has been completed on the Millennium Clock. Unfortunately, Smiths of Derby are unable to confirm 100% that the damage could have been due to the car accident and therefore the Community Council will be liable for the repair costs. The clock faces are due to be reinstalled this week.

Min 300 – the Clerk advised that there has been a delay with the defibrillator cabinet for the Bowling Club and is hoped to be delivered next week.

She also informed members that the Bowling Club have organised the following training should anyone wish to attend: Friday 22nd March(Defib) and Mon 25th March (1st Aid) both commencing at 10am - please arrive by 9.50am.

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

- i. The Terms of Reference had been amended and presented to the council for approval. Members had no further additions. The Chairman advised that he had not had the opportunity to fully review the new ToR and will liaise with the Clerk. The updated ToR will be issued to the War Memorial Institute.
- ii. Cllr Wight informed the council that the WMI are in the process of compiling the documents to be submitted to planning. At this stage a copy will also be sent to the Clerk who will then provide the necessary update to both FCC and Taylor Wimpey.

The Clerk advised that earlier that day she had been copied into an email from FCC to Taylor Wimpey. FCC informed TW that the Section 106 payment of £200,000 was paid to Penyffordd Community Council by the County Council on the 19th of January 2019 which will be used towards the War Memorial or other community facilities. Also that the Community Council are now able to expend the funds on the above projects without any limit of time. TW have acknowledged receipt of the email and contents.

- iii. The Clerk informed the Council that she has spoken with One Voice Wales following receipt of their Membership Offer. They are offering a 50% reduction for the membership fee for the first year which will be £305. Once a member the council will be able to have access to numerous tools, advice, training etc but as an additional benefit and in support of this project would be able to gain access to a legal advisor service (upto £1000 and/or details of a local Solicitor if needed and access to their VAT Consultant at a cost of £399. Mr Paul Egan has advised that due to the complexity of this project he would certainly recommend the council to obtain appropriate VAT advice, should VAT be claimed in error not only would it need to be repaid the council would also be fined.

RESOLVED:

- i. The updated Terms of Reference was approved by the Council on the condition that the Chairman has no further additions. The Chairman will liaise with the Clerk and then a copy will be forwarded to the WMI.
- ii. The report was received and noted.
- iii. The Council approved that the Clerk should make arrangements to join One Voice Wales and that as and when ready will also seek advice from the VAT Consultant.

328. Independent Remuneration Panel for Wales

The Independent Remuneration Panel for Wales Annual Report was circulated to members with the agenda to be reviewed and considered. In accordance with the report Penyffordd Community Council now falls under Band A - Income or Expenditure in 2018-19 of: £200,000 and above.

The rates specified, if adopted, cannot be amended although an individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so.

It is a matter for each council to decide: i) when the payment is actually made to the member; ii) how many payments the total amount payable is broken down into; and, iii) whether and how to recover any payments made to a member who leaves their role during the financial year.

RESOLVED: for 2019/20 the following Determinations have been adopted:

Determination	
40 <i>Mandated</i>	All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.
41 <i>Mandated</i>	Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses. Two Senior Roles were identified – the Chairman and Vice Chairman
43 <i>Optional</i>	Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below: <ul style="list-style-type: none">• 45p per mile up to 10,000 miles in the year.• 25p per mile over 10,000 miles.• 5p per mile per passenger carried on authority business.• 24p per mile for private motor cycles.• 20p per mile for bicycles. Where a member who is on official business is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.
44 <i>Optional</i>	If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims: <ul style="list-style-type: none">• £28 per 24-hour period allowance for meals, including breakfast where not provided.• £200 – London overnight.• £95 – elsewhere overnight.• £30 – staying with friends and/or family overnight.
45 <i>Optional</i>	Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows: <ul style="list-style-type: none">• Up to £54.00 for each period not exceeding 4 hours.• Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours.
46 <i>Mandated</i>	All Community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

The Council resolved that payments will be made:

- In February/March 2020.
- There will be one payment made either by cheque or bacs where no tax deductions will be taken at source. Members will be responsible to report this income to HMRC.
- As the above payments will not be made until the end of the financial year, this will reduce the risk of having to recover any payments made to a member who leaves their role during the financial year. Should any member leave during the financial year the appropriate pro rata payment will be made.

329. Defibrillator

Cllr Priddin reported that he has been contacted by a local resident of Dobshill with regard to fund raising to purchase a defibrillator for the village. She had been due to attend this meeting to make a presentation to the council.

RESOLVED: received and noted.

330. Bank Balances

Bank Balances as at 13th March 2019	Current	£15,986.33
	Deposit	£308,034.95
	Play Area	£15,914.22
Bank Transfers		
13/03/2019	Transfer from Deposit to Current Account	£10,000.00
Unpresented Cheques/Payments		
102171 Flintshire CC	Planning App Fee	£50.00
102190 Flintshire CC	Planning App Fee	£50.00

RESOLVED: the above be received and noted.

331. Accounts for Payment

To authorise the following accounts for payment:

CURRENT ACCOUNT

Payment Method	Payee	Details	Amount
int	Flintshire County Council	Street Lighting Charges - Dec 18 & Jan 19	£290.37
int	Mega Electrical	Christmas Lighting - Pyf, Pym & D'hill	£4,476.00
Int	Staff Cost	Feb-19	£1,136.65
int	Mrs S Hughes	Stationery, Travel, General Admin etc	£65.68
Int - Internet Banking			£5,968.70

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.

332. Members Items (AOB)

Nothing further to report.

The finance and ordinary meetings were closed at 9.10pm

Chair..... 10th April 2019