



# Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE  
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister  
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You are hereby summoned to attend a meeting of the Fishguard and Goodwick Town Council Finance Committee at 4.00pm **on Thursday 8<sup>th</sup> March 2018**, at Fishguard Town Hall.

Councillor Paul Mason will be in the Chair.

*Cath*

Cath. Bannister  
Town Clerk/Responsible Financial Officer

Before the Finance Committee meeting adopts standing orders, website designer, **Angus Finlay from Web Adept** in St. David's will talk to the Finance Committee with regard to updating and re-designing the current Town Council website.

The clerk has furnished him with the ideas collected from the councillors.

## **FINANCE AGENDA:**

**1. APOLOGIES: CLLR. MASON**

To formally record apologies for absence and to record the attendance of Town Councillors.

**2. MINUTES OF THE LAST MEETING: ALL**

To approve and agree, the minutes of the previous meeting, held on 8.2.18, as a true and accurate record of the meeting.

**3. DECLARATIONS OF INTEREST: ALL**

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

**4. CLERKS REPORT:**

The Clerk will report back on all updates at the meeting:

**5. BUDGET UPDATE AND REVIEW: CLERK**

Where are we now with the Town Council Finances?

The Clerk will give a financial breakdown with regards costs and forecasts.

The Financial Documents will be circulated and returned at the end of the meeting.

The Clerk is now preparing for the year-end financial audit.

**6. CHARGES AND USE OF THE MEETING ROOM: CLLR MASON**

The Town Council meeting room is under-utilised and needs to be marketed as a meeting venue for the town.

The Fishguard Arts Society currently exhibit paintings in the window.

There is no charge for this service.

Is this lost revenue for the Town Council? Are the Town Council happy with the

current charges for room hire? Please discuss.

**7. BUNTING FOR THE TOWN: CLLR MASON**

At the last meeting, it was proposed by Cllr. Davidson, that the Town Council purchases bunting to display in the twin towns, to the value of £200 before the start of the festivals this spring. It was suggested that could come out of the Finance committee's monthly budget underspend – if there is any.

Should the Town Council also request local traders to make a financial contribution to enhance the towns?

Is this something that the committee would like to pursue? Please discuss.

**8. SIGNAGE – WALES IN BLOOM: CLLR. WYER**

Would the Town Council consider purchasing the signs for the Wales in Bloom winners on behalf of the Greening Group, to enhance the twin towns?

**9. GRANT APPLICATION FORM: CLLR MASON**

The committee reviewed the grant application form at the last meeting. Is the committee happy with the changes?

The draft is now ready. Can the form be taken to full council to be adopted?

Please review.

**10. GRANT APPLICATIONS RECEIVED: CLLR. MASON**

To review any grant applications received:

Goodwick Brass Band - £300 towards the cost of transport to Blackpool for a competition.

**11. INVOICES FOR PAYMENT: CLLR MASON**

The following invoices have been received and consideration must be given for payment:

PCC – Room hire £500

Fishguard Garden Centre – Christmas tree and associated work - £370.00

Total amount = £870.00

**12. URGENT MATTERS: CLLR MASON**

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Clerk will need to be advised before the start of the meeting.

*Please be advised that no resolution can be reached on non-agenda items but they can be discussed and referred to the relevant committee for further discussion.*