



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
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

You are hereby summoned to attend a meeting of the Fishguard and Goodwick Town Council Finance Committee at 7.00pm **on Monday 28th January 2019 at 7pm**, at Fishguard Town Hall.
Councillor **Paul Mason** will be in the Chair.

Cath

Cath. Bannister
Town Clerk/Responsible Financial Officer

FINANCE AGENDA:

- 1.0 APOLOGIES: CLLR. MASON**
To formally record apologies for absence and to record the attendance of Town Councillors.
- 2.0 MINUTES OF THE LAST MEETING: CLLR. MASON**
To approve and agree, the minutes of the previous meeting, held on 26.11.18, as a true and accurate record of the meeting.
- 3.0 DECLARATIONS OF INTEREST: CLLR. MASON**
To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:
- 4.0 BUDGET UPDATE AND REVIEW: CLERK**
Where are we now with the Town Council Finances?
Section 137 (4) (A) of the Local Government Act 1972 – Expenditure Limit for 2019-20 based upon current electorate.
The Clerk will explain the restrictions on the Town Council reference this.

The Clerk will give a financial breakdown with regards costs and forecasts for this financial year.
Financial Documents will be circulated and should be returned at the end of the meeting.
New and revised Bank Mandate – needs signing and completing.
Consider variances and if agreed, take to full Council for approval
- 5.0 CHRISTMAS LIGHTS CONTRACT: CLERK**
The Town Council needs to consider the ongoing maintenance issues with regards to the Christmas lighting displays and the expectations from the community to decorate the new road.
The Clerk will outline progress made with regards to this matter.
- 6.0 EMAIL COMMUNICATION: CLLR MASON**
The current email contact addresses for Town Councillors is not working.
What are the expectations of the Councillors?
A budget needs allocating to this issue.

7.0 CUMMUNICATION UPDATES: CLERK

PAYE and Pension update
VAT claim update
BT CCTV Provision Update

8.0 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review any grant applications received:

1. F&G Chamber of Trade and Tourism. £500 towards the Fishguard Bay App. renewal fee
2. Fishguard Invasion Centre Trust Ltd - £470 for 2 x 1 page adverts and the cost of the cannon blast.
The Last Invasion Celebrations 23.2.19, leading up to the 225th Anniversary Big Town Event.
3. Charterhouse Returns Trust. £1,000 .
£708 for a new tarpaulin for the boat.
£250 for the repair of the transport trolley for the boat.

The Finance Committee pledged £1500, at the September meeting, to the FFF's for the purchase of 3000 bags for the cruise ships visitors, with a view to reviewing the application in 2019.

Total Amount Requested for January - £1,970.00 plus £1,500 to FFF's = £3,470.00
Amount Available up to 31.3.19 = £3,628.00

Please discuss.

9.0 INVOICES FOR PAYMENT: CLLR MASON

The following invoices have been received and authorisation for payment is required:

1. CAS Payroll Services – £20 payroll from December 2018 to March 2019
2. PCC Rent - £500.00
3. PCC Room Hire for Christmas Lights switch on event - £85.50
4. Right Price Print – £26.40 for office supplies
5. Right Price Print - £32.52 for Mayors Christmas cards
6. Web Adept SLA - £106.80
7. SLCC Renewal Fee - £220.00

Total Amount to pay this month: **£991.22**

10.0 DATES OF FUTURE MEETINGS: CLLR. MASON

All meetings will be on the fourth Monday of the month and will start at 7pm unless otherwise stated:

25th February 2019
25th March 2019
15th April 2019 (one week early due to B/H)
20th May 2019 (one week early due to B/H)

11.0 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.