



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 25th February 2019 at 7pm**, at Fishguard Town Hall.
Councillor **Paul Mason** will be in the Chair.

Cath

Cath. Bannister

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 28.1.19, 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**
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.
General Account: £18,300.25
General Reserve: £27,321.01
Mayors Fund: £369.27
Christmas Lights: £3,962.26
Mayors Allowance: £16.50
- 5.0 COMPLAINT RECEIVED FROM JEREMY MARTINEAU: CLLR. MASON**
The Town Council needs to discuss the comments made by Mr. Martineau with regards to his declined applications and other matters.
- 6.0 COST OF COUNCILLOR EMAIL CONTACT ADDRESSES: CLLR. MASON**
What is the cost of fully functioning Town Councillor email addresses, as opposed to them continuing to use personal email addresses?
- 7.0 CAN A BUDGET BE ALLOCATED TO THE MAYORS WELSH CAKE COMPETITION: CLLR. MASON**
In order to meet auditing requirements, the committee need to agree a budget to be allocated to the Welsh Cake Competition.

8.0 **FLAGS URGENTLY REQUIRED: CLLR. MASON**

The Town Council needs to order two flags to fly on the Parrog Goodwick, for St. David's Day. The cost of each flag is £45 plus VAT and postage.

Can they be ordered as a matter of urgency?

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

To review any grant applications received:

1. Theatr Gwaun Trust - International Women's Day - £400 towards posters, advertising, workshop costs and childcare costs.

10.0 **PRECEPT REQUEST ACKNOWLEDGEMENT: CLLR. MASON**

For information only:

The PCC have written to acknowledge the request for the precept of £118,000 for the period 2019/20.

11.0 **INVOICES FOR PAYMENT: CLLR MASON**

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

1. Telemat – Office IT support (annual renewal at a reduced rate due to being a light user) - £288.00
2. One Voice Wales – annual renewal fee - £883.00
3. Fishguard Garden Centre – supply, install remove and disposal of 2018's Christmas Tree - £390.00
4. Fishguard Garden Centre – To remove all the summer planters from display and to dispose of at licensed waste disposal site (Greenacres) - £948.00
5. Webadept – Re-training for website and setting up of events calendar - £129.60
6. OVW – Training for Cllr. Lawton - £40
7. Wales Audit Office – Fees for audit submission in 2018 - £225.75
8. For info only: Information Commissioners Office for the Renewal of the Data Protection fee £60 (paid by direct debit on or around the 21.3.19).
9. PCC – Rent - £500
10. TotalTech - Email set up and remote support - £264.72

Total Amount to pay this month: **£3,669.07**

12.0 **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 March 2019

15th April 2019 (one week early due to B/H)

20th May 2019 (one week early due to B/H)

24th June 2019

13.0 **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 Agenda for further discussion, where a resolution can be passed.