



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

The **MINUTES** of the meeting of the **FINANCE** committee meeting held at the Town Hall, Fishguard at 7:00pm **Monday 23rd September 2019 at 6:30pm**

Councillor **MASON** was in the Chair

Cath Bannister – Town Clerk *C Bannister*

Cllr. Jordan Ryan – Vice Chair *J. Ryan*

FINANCE MINUTES:

89/19 APOLOGIES: CLLR. MASON

To formally record apologies for absence and to record the attendance of Town Councillors.
Apologies – no apologies received
Those Cllrs. present were: Cllrs. Ryan, Stokes, McCarney, Lawton, Thickitt and Mason,

90/19 MINUTES OF THE LAST MEETING: CLLR. RYAN

To approve and agree, the minutes of the previous meeting, held on 22.7.19, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 22.7.19, as a true and accurate record of the meeting.

91/19 DECLARATIONS OF INTEREST: CLLR. RYAN

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:
No declarations of interest were made.

92/19 BUDGET UPDATE AND REVIEW: CLERK

The Clerk gave a breakdown of the individual budgets by category and an overview of the accounts in full.

As at 25.9.19, the balance of the accounts are:

General Account: £36,937.26

Reserve Account: £33,915.79

Mayors Fund: £2,001.84

Christmas Account: £ 14,471.14

It was resolved to accept the above balances.

There was no updated ongoing accounts due to the Clerk not being available to prepare them.

93/19 RESTORATION OF THE TWO CANNONS IN FISHGUARD: TOWN CLERK

There are two firm quotes on the table. No further contact has been made by Dylan Thomas, the crane hire company.

It was resolved to accept the quote received from Norman Industries that has been received. The quote has come in at £790 but it may rise slightly, dependent upon the hours required to hoist it off site and back into place.

This matter will be passed through to full Council for approval.
Please discuss.

94/19 FISHGUARD AND GOODWICK PLANTING REGENERATION SCHEME CONTRACT: CLLR. MASON

The Clerk is seeking clarification on what steps to take next.
Please discuss.

It was resolved to accept the one and only expression of interest and to award the contract to Fishguard Garden Centre.

95/19 DESIGNING A FLAG FOR THE TOWN COUNCIL: CLLR. MASON

The Clerk is in receipt of a quote for the design, print and production of a Town Council flag.
Please discuss.

The matter was discussed in depth. It was decided that the quotes received to date, were too high. Cllr. Lawton offered to find further quotes.
Costs of £141.84 plus £90 for art work single sided flag
Cost of £231.77 plus £90 for art work – double sided.
This will be bought back to the next Finance committee for a decision to be made if we proceed or forget the idea of a TC flag.

96/19 REPLACEMENT DECALS ON THE EXISTING BT PHONE BOXES: CLLR. MASON

The Clerk has investigated the costs for the removal of the existing decals and design and attachment for a new decal has been received.
Please discuss

It was resolved to accept the quote of £183.00 for both telephone boxes.
This includes removing existing decals and replacing all three sides on both boxes, with a design logo.
Cllr. Stokes will progress the design with the Greening Group.

97/19 REUSEABLE CHEQUE FOR PRESENTATIONS: CLLR. MASON

The Clerk has investigated the cost of a large, re-useable cheque for presentation purposes.
Please discuss

It was resolved to accept the quote of £54 for a re-useable cheque for presentation purposes, which includes the Town Council Logo.
The Clerk will progress this.

98/19 FIRST FLIGHT TO IRELAND TIDY UP: CLLR. STOKES

Cllr. Stokes has been advised with regards to a small plaque in Goodwick that is overgrown. There are plans to tidy to area up. Can a budget be allocated to this project so some shrubs and perennials can be purchased?
Please discuss.

It was resolved to pass a budget of £50 for plants and shrubs to be placed around the plaque.
Cllr. Stokes will progress.

99/19 GRANT APPLICATIONS RECEIVED: CLLR. MASON

The following applications have been received . Please discuss:

1. Fishguard Sports AFC - £724 towards the costs of the replacement fencing at the site. DECLINED.
This matter was discussed in depth.
It was declined because the Fishguard Football AFC had just received a grant from the Town Council. Unless a specific request is made at the time of budget setting, the Town Council will allocate one grant per organisation in any 12 month period.

2. Fishguard and Community Events Association - £1500 towards the New Years Eve celebrations. Hire of a stage and sound system. SUPPORTED.

100/19 INVOICES FOR PAYMENT: CLLR. MASON

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

1. Fishguard Garden Centre - £180.00 for gift vouchers for FIB event.
2. Michelle Hitches – £18 for Payroll services July
3. Fishguard Bay Hotel - £500 for Community Awards Event in May
4. Fishguard Garden Centre - £960.00 for container storage from 1.4.19 to 31.3.20
5. Fishguard Garden Centre - £2,673.60 for Planting up 67no. containers for summer displays and to erect and fit to lamp posts and railings
6. Pembrokeshire County Council - £500 rent of Town Hall
7. Hampshire Flag Company - £52.73 for replacement flags
8. Total Tech – refinements for the email system via the website - £111.00
9. Michelle Hitches - £18 for payroll services August
10. Total Tech - £15 for telephone assistance with email set up after failure.

With the exception of the invoice to Total Tech for £111 for further enquiries to be made, it was resolved to pay all the above invoices.

101/19 DATES OF FUTURE MEETINGS: CLLR. MASON

All meetings will be on the fourth Monday of the month and will start at 6:30pm unless otherwise stated:

28th October 2019

25th November 2019

16th December – (one week early due to Christmas)

102/19 URGENT MATTERS: NEW CHAIR

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.

There being no further business to discuss, the meeting was closed at 7:32pm.