



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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The **MINUTES** of the meeting of the **FINANCE** committee meeting. The meeting will be held virtually, due to the COVID-19 OUTBREAK, hosted by StarLeaf on **Monday 26th OCTOBER 2020 at 3.00pm**

Councillor **MASON** was in the Chair

Cath Bannister – Town Clerk

C. Bannister

FINANCE MINUTES:

39/20 APOLOGIES: CLLR. MASON

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

Apologies were received from Cllr. Thickitt – work commitments

Those Cllrs. present were: Cllrs. Mason, Stokes, McCarney, Davis and Ryan

40/20 MINUTES OF THE LAST MEETING: CLLR. MASON

To approve the minutes of the previous meeting, held on 28.9.20, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting dated 28.9.20, as a true and accurate record of the meeting.

41/20 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:

No declarations of interest were made

42/20 BUDGET UPDATE AND REVIEW: TOWN CLERK

The Clerk will hand out a financial breakdown with regards costs and forecasts for this financial year to date.

The Clerk had been unable to prepare a detailed breakdown of the finances, due to homeworking. This will be circulated as soon as is possible upon return to the office.

The Clerk circulated the following financial information:

As at 26.10.20

General Account - £35,137.81
Reserve Account - £35,968.23
Ongoing Projects - £17,000.18
Mayors Charity Account - £4,084.42
Christmas Lights Account - £14,068.75

The Clerk had prepared a draft budget for preparation in assisting the Cllrs. decide the precept request for the period 2021/22. This was discussed and will be reviewed at the November meeting. The Chairman of the Council, the Chairman of the Finance Committee and the Clerk will meet prior to the next Finance meeting in order to progress the budget requirements further.

43/20 ANNUAL AUDIT: CLLR. MASON

The Annual Audit has been returned by Welsh Govt. The Town Council has passed with no recommendations or advisories to follow up on. The Council's fee will be charged in accordance with the time spent on each audit. Details of this have been published by the Wales Audit Office and published within "Fee Scheme – 2019/20". The invoice has not yet been received. A copy of the Notice of Conclusion of Audit has been placed on the Town Councils website.

This was noted by the Finance Committee and will be reported at Full Council on 3.11.20 in order to complete the requirements of the audit.

44/20 GRANT APPLICATIONS RECEIVED: CLLR. MASON

The following applications have been received. Please discuss:

- 1.FADDS: £250 towards the cost of new costume storage system.
2. Pembrokeshire Food Bank £500 for Christmas hampers for local distribution.

It was resolved to **support** both applications in full.

45/20 INVOICES FOR PAYMENT: CLLR. MASON

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

£500 rent to PCC paid by direct debit – for information only.

£89 + VAT per month for the renewal of the TC website support package.

It was resolved to continue with the next 12 months support package, when it will be reviewed again.

£40 plus donation to the RBL Poppy Appeal

It was resolved to make a donation of £250 towards the Royal British Legion Appeal. This amount includes the £40 for the two wreaths.

46/20 DATES OF FUTURE MEETINGS: CLLR. MASON

In the light of COVID-19, all meetings will be held on the fourth Monday of each month. The start time for all meetings, will be at the discretion of the Chair.

23rd November 2020 at 5:30pm

28th December – subject to change due to the Christmas break.

47/20 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.

There being no further business to discuss, the meeting was closed at 6:06pm