



# 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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**Dear Council Member,**

You are hereby summoned to attend a meeting of the Fishguard and Goodwick Town Council Finance Committee on Monday **22<sup>nd</sup> February 2021 at 7:00pm**,  
The meeting will be held virtually, using StarLeaf as a platform.  
**Cllr. Mason will be in the Chair**

*Cath. Bannister - Town Clerk*

## **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: CLLR. MASON**  
To approve the minutes of the previous meeting, held on 25.1.21, as a true and accurate record of the meeting.
- 3. 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. BUDGET UPDATE AND REVIEW: TOWN CLERK**  
The Clerk will update the committee with regards to the financial situation of the Town Council. The Clerk is reviewing Financial Regulations and will bring any amendments/updates to the next Finance meeting. This is dependent upon the outcome of item agenda number 5. Physical Payment to Fishguard Invasion Centre Trust to be discussed.
- 5. PROPOSED UPDATES TO THE BACS PAYMENT SYSTEM: TOWN CLERK**  
The Clerk has suggested that there is a second or third person that has access to the online banking system. This would be to raise payments so that the Clerk can authorise payments on behalf of the Council. Please discuss.
- 6. MAYORS CHARITY FUND: CLLR. MASON**  
The amount held in the Mayors charity fund stands at £4,084. 52. This amount needs paying out to the previous Mayors chosen charities as a matter of urgency, Paul Sartori, Muscular Dystrophy and Lota Parc, as it cannot be carried forwards into the new financial year. Please discuss.

- 7. ABERJAZZ GRANT APPLICATION – SPEND DATE EXTENSION: CLLR. MASON**  
The Aberjazz were awarded £700 in grant funding in February 2020, for their Festival in August 2020. This was cancelled due to COVID-19. The event organisers have contacted the Town Council and asked if the £700 can be put towards their 2021 scheduled virtual festival. Please discuss.
- 8. TERMS OF REFERENCE REVIEW: CLLR. MASON: TOWN CLERK**  
Please review the Finance Terms of Reference - previously circulated, for the Finance Committee.
- 9. PURCHASE OF FLAGS FOR 2021 SEASON: CLLR. MASON**  
The flags for Goodwick are usually purchased before the end of the financial year for the forthcoming season. Last years cost was £870. One of the flagpoles needs attention before another flag can be placed on it.  
Please discuss
- 10. GRANT APPLICATIONS RECEIVED: CLLR. MASON**  
The following applications have been received. The applications and the supporting documents have previously been circulated. Please discuss:  
  
Whatever the Town Council feels appropriate towards the £4,620 for a web site creation, , volunteer training, graphics and hosting and maintenance. Fishguard and District Local History Group/Hanes, Abergwaun
- 11. INVOICES FOR PAYMENT: CLLR. MASON**  
The following invoices have been received and authorisation for payment is required:
1. £208.00 SLCC Annual membership renewal. Was passed at last months meeting but the amount was authorised at £202.00, which is £6 short.
  2. £40 Information Commissioner’s Office for Data Protection Renewal Document
  3. £30 Planning Aid Wales for training. £30 authorised at full council on 2.2.21 but was for one person to attend. Actual costs were £30 per attendee and two attended.
  4. £60 OVW training x 2
- 12. 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.  
22<sup>nd</sup> March 2021  
26<sup>th</sup> April 2021  
24<sup>th</sup> May 2021  
28<sup>th</sup> June 2021
- 13. 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.***