



# 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 the **Finance Committee Meeting** of the Fishguard and Goodwick Town Council, at **7:00pm on Monday 22<sup>nd</sup> March 2021**,  
The meeting will be held virtually via StarLeaf  
**Cllr. Mason** will be in the Chair

**Cath**  
Cath. Bannister  
Town Clerk/Responsible Financial Officer

## **FINANCE AGENDA:**

- 1. APOLOGIES: CLLR. MASON**  
To formally record apologies for absence, to record the attendance of Town Councillors.
- 2. 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:
- 3. MINUTES OF THE LAST MEETING: CLLR. MASON**  
To approve the minutes of the previous meeting, held on 22.2.21, as a true and accurate record of the meeting.
- 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 has renewed Financial Regulations which have been circulated separately. Will the Finance Committee consider adopting the latest version of Model Financial Regulations?  
Please discuss.
- 5. INSURANCE RENEWAL: CLLR. MASON**  
The Clerk has asked for a quote from a Council Insurance Broker to compare against our current insurers. Circulated separately. Please discuss.
- 6. REVIEW OF REMUNERATION PAYMENTS/ALLOWANCES: CLLR. MASON**  
The finance committee needs to review the annual allowances paid, currently to the Chair and Vice Chair under the Remuneration Regulations, but not the statutory £150 that all Councillors are awarded. This amount has not been reviewed since 2018. Please discuss.

- 7. TERMS OF REFERENCE REVIEW: CLLR. MASON:**  
Please review the Finance Terms of Reference, circulated separately, for the Finance Committee. This is the approved draft as agreed at the last Finance Committee meeting. Please discuss
- 8. GRANT APPLICATIONS RECEIVED: CLLR. MASON**  
The following applications have been received. The applications and the supporting documents have previously been circulated. Please discuss:
1. Paul Sartori Foundation asking for £250.00 towards hands on nursing care in Pembrokeshire
  2. Fishguard Sports AFC asking for £5,000.00 towards the costs of re-surfacing their sports car parking facilities.
- 9. PROPOSED AMPHITHEATR BUDGET: CLLR. MASON**  
Does the Finance Committee now wish to declare a provisional amount of funding to be allocated towards the proposed Amphitheatre Project? This will need full council approval in April.  
Please discuss.
- 10. INVOICES FOR PAYMENT: CLLR. MASON**  
The following invoices have been received and authorisation for payment is required:
1. £1,666.00 as part of the pledged funding to the Ancient Connections Project.
  2. £968 for the renewal of membership to One Voice Wales
  3. £186.00 for payroll services for all staff and Cllr. allowances 2020/21
  4. £90.00 OVW Training for Cllrs. McCarney x 4 (2 free) and Porter x 1
  5. £500 to PCC for rent (direct debit) for info only
- 11. 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 7pm.  
26<sup>th</sup> April 2021  
24<sup>th</sup> May 2021 (Bank Holiday – please choose an alternative day/date)  
28<sup>th</sup> June 2021
- 12. 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.***