



# 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 **7pm on Monday 20<sup>th</sup> September 2021**,  
The meeting will be held virtually via ZOOM

Cllr. Stokes will be in the Chair.

*Cath. Bannister* - Town Clerk

## **FINANCE AGENDA:**

### **1.0 APOLOGIES: CLLR. STOKES**

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

### **2.0 MINUTES OF THE LAST MEETING: CLLR. STOKES**

To approve the minutes of the previous meeting, held on 19.7.21, as a true and accurate record of the meeting.

### **3.0 DECLARATIONS OF INTEREST: CLLR. STOKES**

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: CLLR. STOKES**

As at 14.9.21 (time of Agenda circulation), the following applies:

General Account - £53,744.46

Reserve Account - £41,492.11

Projects Account - £18,000.91

Mayors Fund - £0.10

Christmas Account - £9,657.86

Accounts to date will be circulated separately.

The Clerk will discuss the ongoing budget requirements for the finance committee as well as READ only access to the accounts package.

### **5.0 REVIEW OF BUDGET HEADINGS AND BUDGET ALLOCATIONS. CLLR. STOKES**

Please discuss the previously circulated accounts. You will need to agree and review the existing budgets in line with budget requirements going forwards.  
Please discuss.

**6.0 REVIEW OF AMOUNTS TO BE TRANSFERRED TO OTHER ACCOUNTS: CLLR. STOKES**  
Please review the amounts that are transferred from the general account to other accounts at each precept payment.  
Please discuss.

**7.0 FINANCIAL PROCEDURE FOR FUNDING TOWN COUNCIL COMPETITIONS: CLLR. STOKES**  
With the new accounts package in place, the Town Council needs to agree a way forward for allocating funds for future Town Council events that are in line with Financial Regulations and are compatible with the accounts package.  
Please discuss.

**8.0 REVIEW OF GRANT APPLICATION FORM: CLLR. STOKES**  
Continuing from July's meeting, the grant application form needs reviewing. A draft has been prepared and will be circulated separately to the Agenda. Please discuss.

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

1. Fishguard and Goodwick Community Events Association - £2,000.00 for the New Year's Eve party scheduled for the square on 31.12.21  
£400 for hire of Town Hall  
£1100 for activities  
£500 towards security staffing costs.
2. North Pembrokeshire Trade and Tourism £450 for booklet – **withdrawn.**

**10.0 INVOICES FOR PAYMENT: CLLR. STOKES**

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

1. Rockpool Design Limited - £960.00 for the designs of the banners
2. CardiBanners - £1,180 for the making up of the banners - £1,180.00
3. ETTS – Cherry Picker hire for installing the banners - £184.27  
**It should be noted that 1-3 above, will be reclaimed from Welsh Govt. via Griffiths Civil Engineering. £2,324.27**
4. Richard Morse Carpentry and Building Services - £60.00 for the installation of 2no. Defib cabinets.
5. Telemat - £1,860.00 for the annual fee for access points and maintenance for the WiFi points that support the WiFi system.
6. Red Onion Café - £15 (Fishguard In Bloom competition winner)

**Total - £4,259.27**

**11.0 DATES OF FUTURE MEETINGS: CLLR. STOKES**

In the light of COVID-19, all meetings will be held virtually on the third Monday of each month. The start time for all meetings, will be at 7pm.  
18<sup>th</sup> October 2021  
15<sup>th</sup> November 2021  
13<sup>th</sup> December (one week early)

**12.0 URGENT MATTERS: CLLR. STOKES**

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.***