



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 Tuesday 19th April 2022**,

The meeting will be held in the Town Council meeting room
at the Town Hall, Fishguard.

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 and non-attendance of Town Councillors.

2.0 MINUTES OF THE LAST MEETING: CLLR. STOKES

To approve the minutes of the previous meeting, held on 21.3.22, 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: TOWN CLERK/RFO

The AGAR is under way with the accounts now with the internal auditor. The new financial year on SCRIBE is now set up.

As at 12.4.22 (time of Agenda circulation), the following account details apply:

General Account - £25,607.45

Reserve Account - £41,974.24

Projects Account - £21,003.98

Mayors Fund - £1000.10

Christmas Account – £1263.22

Total Finances - £90,848.99

In line with the Financial Services Compensation Scheme (FSCS), cash in the bank is protected up to a value of £85,000. There will be a further £127,700.00 being deposited this year. Payments will of course be made to reduce this amount on an ongoing basis. Does the Town Council open a further bank account in order to protect their finances?

Invoices due but not yet received:

£9,000 for the toilet opening 1.4.21 to 31.3.22

£1,666 towards the Ancient Connections project – third and final payment of £5k contribution

5.0 INTERNAL TRANSFERS 2022 TO 2023: TOWN CLERK

Can the Finance Committee agree to the following internal transfers for 2022/23 upon receipt of each precept payment in April, August and December.

Service Agreements – Library opening, Toilets opening, Floral Displays, Play Areas insurance and inspections, WiFi scheme and maintenance services.

3 x £14,000 = £42,000:

Christmas – 3 transfers 1) £10,500.00 2) £10,500.00 3) £5,500.00

6.0 AMENDMENTS TO FINANCIAL REGULATIONS: CLLR. STOKES

The Governance part of the AGAR for 2021/22 refers to orders, subsequent authorisation of invoices and the physical payment of invoices. The Financial Regulations have been circulated with this agenda and proposed amendments suggested by the RFO, have been highlighted as at 1.12. Please discuss.

7.0 GRANT APPLICATIONS RECEIVED: CLLR. STOKES

1. Aberjazz - £1500. Can the Finance Committee review the application, prior to it being taken to full council in June?

8.0 INVOICES FOR PAYMENT: CLLR. STOKES

The following invoices have been received and scheduled payments set for 19.4.22 after authorisation by the Finance Committee:

1. Telemat - £288 for Office 365 licence for 2020/21 and 2021/22
2. OVW - £60 for training x2 for Cllr. McCarney
3. LITE - £10,558.01
4. Salaries - £2,929.12 including HMRC and Pension contributions by the employees and the employer – scheduled for payment 22.4.22 and that date thereafter.

Retrospective Debit Card Payment Requiring Authorisation:

1. £29.36 white tape for flagpoles and a confidential security eraser.

Direct Debits Due for payment this month:

1. Pembrokeshire County Council rent - £500
2. WebAdept support - £117.60
3. OneCom phone and fibre - £73.60

9.0 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 7pm.

16th May 2022

20th June 2022

18th July 2022

19th September 2022

10.0 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.