



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
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

You are hereby summoned to attend the **Finance Committee Meeting**
of the **Fishguard and Goodwick Town Council**,
at **7pm on Monday 21st February 2022**,
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 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 17.1.22, 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

As at 16.2.22 (time of Agenda circulation), the following account details apply:

General Account - £34,119.66
Reserve Account - £41,973.16
Projects Account - £32,002.98
Mayors Fund - £0.10
Christmas Account – £1,263.06

The updated accounts have been circulated separately.

5.0 REVIEW OF TERMS OF REFERENCE FOR THE FINANCE COMMITTEE: CLLR. STOKES

Please review the Terms of Reference for the Finance Committee which have been circulated separately.

6.0 GRANT APPLICATIONS RECEIVED: CLLR. STOKES

1. None received at the time of sending out the Agenda

7.0 INVOICES FOR PAYMENT: CLLR. STOKES

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

1. Telemat - £288.00 for the service level agreement renewal for IT equipment
2. PCC - £11,000 for the Friday opening of the library 2021-2022. (Agreement ends 31.3.24)
3. WebAdept Solutions - £223.20 for two year domain name renewal – fishguardgoodwick-tc.gov.wales
4. Scribe Accounting - £561.60 for annual renewal fee
5. SLCC - £215.00 for membership renewal
6. OVW - £30.00 training for Cllr. Gwynn
7. Abersign - £250 for various signage for TK's: Defibs., Book Store in Dyffryn and 3 x cannons.

Retrospective Payment Requiring Authorisation:

1. £2,069.16 - Payroll to 11th February (inc. salary, NI, PAYE, employers contributions and superannuation fund)
2. £36.00 – SLCC Clerks Holistic Risk Assessment Training paid by Debit Card
3. £18.00 - SLCC Clerks Elections 2022 Training paid by Debit Card
4. £40.00 – Planning training for Cllr. Perkins paid by Debit Card
5. £20.97 – Tape to make temporary repairs to flagpoles paid by Debit Card

Direct Debit Payments – (on or after the date specified):

1. 20th of the month - £500 to PCC for the rent of offices
2. 25th of the month - £8.00 to HSBC for bank charges
3. 31st of the month - £117.60 to WebAdept for website maintenance
4. 31st of the month – (appx.) £73.60 to OneCom for fibre and telephone
5. Annually in February - £40 to ICO for Data Protection fee (reduced to £35 as is a Direct Debit payment).

8.0 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.

21st March 2022

18th April 2022

16th May 2022

20th June 2022

18th July 2022

9.0 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.