



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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The **MINUTES** of the meeting of the **FINANCE** committee meeting. The meeting was held at the Town Hall, Fishguard, on **Monday 19th April 2022, at 7:00pm**

Councillor Stokes was in the Chair

Cath Bannister – Town Clerk

C. Bannister

FINANCE MINUTES:

26/22 APOLOGIES: CLLR. STOKES

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

Apologies were received from: Cllr. Thickitt – work commitments
Those Cllrs. present were: Cllr. Stokes, Mason and McCarney. Cllr. Ryan attended by telephone link.

27/22 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.

It was resolved to accept the minutes of the meeting held on 21.3.22 as a true and accurate record of the meeting.

28/22 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:

No declarations of interest were made.

29/22 FINANCIAL REPORT: TOWN CLERK/RFO

The AGAR is under way.

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?

It was resolved that the Clerk will investigate a suitable second bank and will report back to full council in June for a decision to be made.

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

30/22 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

It was resolved that the above internal transfers will be made by the RFO.

31/22 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.

It was resolved to accept the suggested amendments. These will now be taken to full council in June, for approval.

32/22 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?

The above application was reviewed in full by the Finance Committee. No resolution could be made because the amount requested is outside the scope of the Finance Committee delegation. Suggestions were made and the application will be taken to full council in June. The Clerk will progress the purchase of a banner for such events.

33/22 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. Payroll - £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

The above pre-scheduled invoices were authorised and it was resolved to accept all invoices and payments as correct.

34/22 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

35/22 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.

There being no further business to conclude, the meeting was closed at 8:10pm.