



Fishguard & Goodwick Town Council
Town Hall
Market Square, Fishguard SA65 9HE
Clerk: Ms Rachel Thomson
Tel: 01348 874406
Email: clerk@fishguardgoodwick-tc.gov.wales

Dear Council Member,

The **MINUTES** of the Finance Committee meeting of the Fishguard & Goodwick Town Council at 7:00pm on Monday 17th July 2023.
The meeting was multilocational.

Cllr. McCarney was in the Chair

Town Clerk: ...*Rachel Thomson*
Rachel Thomson

Minutes

STANDING ORDERS WERE ADOPTED

1. **Apologies.**

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

Present: Cllrs McCarney, Shaw, Davidson, Gwynn and Ryan.

Absent without apology: Cllr Morgan.

2. **Declarations of interest.**

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.

Cllr Ryan: Item 6 second grant application for Fishguard Round Table.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on 19th June 2023, as a true and accurate record of the meeting.

It was agreed to accept the minutes as a true and accurate record. Proposed Cllr Shaw, seconded by Cllr Davidson.

4. **Clerks Update:**

Clerk updated the Finance Committee that the litter pickers had been purchased, as agreed at the last Finance meeting.

Clerk also advised that the AGAR had been sent to the External Auditor on time via special delivery.

5. **Budget update and review - Clerk**

Bank Balances as at:	30 th June 2023
General Account	£33,391.55
Reserve Account	£67,276.59
Community Services A/c	£30,299.91
Christmas Account	£216.10
Mayors Charities A/c	£1.28
Petty Cash	£37.76

6. Grant Applications:

Fishguard Sports AFC: £500

It was agreed to support this application for the full amount of £500.

Fishguard & District Round Table: £500

Cllr Ryan left the meeting for this discussion.

Unfortunately, some of the required documentation was missing, as there was no evidence supporting the costs provided with the application, and this is a requirement for all grant applications. After some discussion it was decided to defer the application and to look at it again at the full Town Council meeting 1st August. This is to give time for the documentation to be provided, and the application can still be considered prior to the start of the project. Proposed Cllr Shaw, seconded Cllr Davidson, unanimous. Cllr Ryan was advised of the decision on his return to the meeting.

7. Invoices for payment: Clerk.

The following invoices have been received and future payment dates have been scheduled following authorisation by Finance Committee.

Antur Cymru/Telemat: £288 Service Level Agreement annual

Antur Cymru/Telemat: £240.19 Office & Email addresses annual

Ashmole & Co £1,710.00 Internal Audit

West Coast Inns/Royal Oak £500 Mayors Civic service reception

E.L Jones £75 Mayors Civic Service order of service

It was proposed to authorise these payments. Proposer Cllr Gwynn, seconded Cllr Davidson.

8. Direct Debits and pre-authorized payments.

The following payments have been approved at Full Council or by committee. For your information only.

Webadept June £117.60 Monthly IT support

Pembrokeshire CC June £500 Monthly Rent of offices

OneCom June £92.04 Phone & Broadband

Payroll June £1,959.95 Salary, Pension & HMRC

NPTT Grant £1,500 Grant

F&G Community Events £1,500 Grant

Fishguard Music Festival £1,500 Grant

Pembrokeshire Foodbank £514.05 Mayors Charity donation civic year 2022-23

Bettabuys £72.00 Litter pickers authorised by Finance

Committee

The above were noted.

9. Internal Transfers

Mayor Fund to General account £514.05 Mayor charity donation

The above was noted.

10. Payments made by Clerk.

The following purchase made by the Clerk under Financial Regulation 4.1, in conjunction with the Chair of Council:

None

Date of next meeting: Monday 18th September 2023: 7pm

Meeting Closed: 7.33pm

Meeting Ref: F/23-7

Signed:

Date:

Position: