



Fishguard & Goodwick Town Council  
Cyngor Tref Abergwaun ac Wdig  
Town Hall, Market Square, Fishguard SA65 9HE  
Neuadd Y Dre, Abergwaun, Sir Benfro 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 held at 7:00pm on Monday 14<sup>th</sup> October 2024.  
The meeting was multilocational.

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

Cllr. Shaw was in the Chair

Before Town Council business commences, the public session offers members of the public, the opportunity to **comment on items on this agenda, or to bring concerns to the Council**. Members of the public will be limited to three minutes for their comments or question.

## Minutes

### STANDING ORDERS WERE ADOPTED at 7.02pm

1. **Apologies.**

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

Present: Cllrs Shaw, Morgan, Tyrrell, McCarney and Cllr Ryan (online).

Absent without apology: Cllr O Davidson.

2. **Declarations of interest.**

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

None were declared.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on 15<sup>th</sup> July 2024, as a true and accurate record of the meeting.

It was resolved to accept the minutes as a true and accurate record. Proposed Cllr Morgan, seconded Cllr Tyrrell, unanimous.

4. **Budget update and review Summary of Receipts & Payments - Clerk**

Bank Balances as at: 30<sup>th</sup> September 2024

General Account £43,322.74

Reserve Account £68,873.46

Community Services A/c £19,920.38

Christmas Account £9,281.60

Mayors Charities A/c £339.17

Petty Cash £60.25

No comments of concern were noted.

**5. Grant Application:**

Transition Bro Gwaun – Community Fridge Project - £1000.

It was resolved to recommend to the Full Council that this Tier 2 grant application be supported and that the full amount requested of £1000 should be awarded. Proposed Cllr Morgan, seconded Cllr McCarney, unanimous.

**6. Defibrillator Pads:**

Resolve to initially purchase 2 sets of defibrillator pads at £45 each plus Vat and to replenish as required to ensure availability on demand.

It was resolved to purchase 2 sets of defibrillator pads and to replenish as needed. To be actioned by the Clerk. Proposed Cllr Morgan, seconded Cllr Tyrrell, unanimous.

**7. Budget 2025-26:**

First consideration of the Town Council budget for 2025-26, examining the current year figures to date and forecasting prepared by the Clerk. Discuss and resolve amendments to be actioned by the Clerk.

The budget was discussed in detail with a number of amendments agreed. It was resolved that the Clerk would update the Draft Budget and represent at the November meeting of the Finance Committee.

**8. Invoices for payment: Clerk.**

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

ETTS: £156.00 Taking down banners

Clerk Mileage Claim: £41.40 Authorised by Chair

It was resolved to authorise these payments. Proposed Cllr McCarney, seconded Cllr Morgan, unanimous.

**9. Direct Debits, Debit Card and pre-authorized payments.**

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

Webadept July	£117.60	Monthly IT support
Webadept August	£117.60	Monthly IT support
Webadept September	£117.60	Monthly IT support
OneCom: July	£34.97	Monthly phone & fibre
OneCom August	£34.97	Monthly phone & fibre
OneCom September	£34.97	Monthly phone & fibre
Pembrokeshire CC July	£806.59	Monthly Rent of offices
Pembrokeshire CC August	£806.59	Monthly Rent of offices
Pembrokeshire CC September	£806.59	Monthly Rent of Offices
Payroll July	£2,078.84	Salary/Pension/HMRC
Payroll August	£1,931.34	Salary/Pension/HMRC
Payroll September	£2774.07	Salary/Pension/HMRC/Mayor & Dep Mayor
Abersign	£94.00	Newsletter Printing July Edition
Pembrokeshire CC	£4,833.33	Library support payment 1 of 3 (TC/23-12)
New Years Eve Party	£1,500	Grant payment (TC/24-07)
Festival of Music	£1,500	Grant Payment (TC/24-07)
Pembrokeshire CC	£3,600	Toilet opening payment 1 of 3 (TC/24-09)
Audit Wales	£220.00	External Audit 2022/23 (TC/24-09)
West Coast Inns	£500.00	Mayors Civic Service Reception (TC/24-09)
Fishguard Garden Centre	£530.00	Planter filling (TC/24-09)
LITE	£10,427.24	Christmas lights payment 1 of 3 (TC/24-09)
Penrallt Garden Centre	£250.00	In Bloom prizes
Co-Op	£23.86	In Bloom Presentation Evening
Fishguard Garden Centre	£7,776.00	Floral Planting Agreement part payment.

The above payments were noted.

**10. Internal Transfers**

Current Account to Mayor Charity Account £329.06 Proceeds from Mayors Civic Service collection.

The above transfer was noted.

**11. Payments made by Clerk.**

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

Abersign	£45.00	Flyers for TC Drop In Sessions.
Stinky Ink	£18.60	Ink for office Printer
Co-op	£33.76	John Cleal Presentation & In Bloom
Post Office	£17.75	Postage for External Audit
Co-op	£9.41	Refreshments for TC Drop In sessions
A&E Nichols	£15.36	Batteries for phone
Factory Shop	£1.50	Stationery for TC Drop In Sessions
Bettabuys	£4.27	Stationery for TC Drop In sessions

The above payments were noted.

Date of next meeting: Monday 18<sup>th</sup> November 2024

Meeting Closed: 7.58pm

Signed: .....

Date: .....

Position: .....

Meeting Ref: F/24-10