

# CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



To all members of Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL FINANCE COMMITTEE MEETING  
held at Community Centre Chambers, Penmaenmawr on the 25th June 2019 at 12.30pm.

**108.** Present: Cllr J Edwards (Chair), Cllr D Fisher (Secretary), Cllr. R Holmes, Cllr. Prior, Cllr U Abbott (non-voting), Martin Hanks (non-voting)

**109.** Apologies: None

**110.** Code of Conduct/Declaration of Interest.  
The location of the Declaration of Interest forms was highlighted.

**111. Minutes of the previous meeting**  
The minutes of the previous meeting were agreed and signed for accuracy - proposed: Cllr. Prior, seconded by Cllr.Fisher, agreed unanimously.

**112. Matters arising from previous meeting**  
It was agreed that finances were in line with the budget

**113. Bank Reconciliations**  
**The following bank reconciliations** were examined and signed off as correct:

Current Account –	To 5 <sup>th</sup> May 2019	Statement Sheets 488 & 489
	To 5 <sup>th</sup> June 2019	Statement Sheets 490 & 491
Reserve Account –	To 30 <sup>th</sup> April 2019	Statement Sheet 163
	To 31 <sup>st</sup> May 2019	Statement Sheet 164

**114. Matrix**  
Discussion took place regarding the use of the matrix following comments from the previous town council meeting, where some councillors had felt the task of completing it would be very time consuming. It was suggested grant applications should go to Full Council along with a completed matrix by the Finance Committee, together with the committee's recommendations as to actions  
Proposed: Cllr. Fisher Seconded: Cllr. Prior. Unanimously agreed

**115. Grant application process**  
It was agreed that if further supportive information is required for a grant application, then this should be completed within 21 days from a request by the Finance Committee

**Action: JE**

**116. Welsh Audit Office**  
A date has been set for Tuesday 2nd July 2019 at 6.30pm for Full Council to check the draft report from WAO for accuracy. In the meantime it has been suggested that councillors read through the document in the office

**Action: All Cllrs.**

**117. Councillor Allowance**  
The RFO informed the committee that the Councillors, Mayoral and Deputy Mayoral allowances are subject to tax. Details will need to be given to payroll regarding personal data. This recommendation will go to full council at the meeting on July 9th

**118. Any Other Business**

**i. 5 Year Plan**

Discussion took place and it was agreed that there were two elements to this plan

- Council-led decisions - Finance
- What does the Community want to see developed

**119. Date and Time of Next Meeting:** Tuesday July 16th at 12.30pm

Signed: .....

Date: .....