



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 3rd March 2020 at 5.30 pm.

221. **Present:** Cllr J Edwards (Chair), Cllr. S. Banwell, Cllr L Goodier, Cllr J Jones, Martin Hanks (non-voting), Cllr U Abbott (non-voting).
222. **Apologies:** None
223. **Code of Conduct/Declaration of Interest.**
The location of the Declaration of Interest forms was highlighted.
Councillor Edwards declared an interest in item 217 i. Grant Application in favour of the Penmaenmawr Food Bank and abstained from the vote.
224. **To Accept the Minutes of Previous Meetings**
The minutes of the meeting of the 11th February was accepted as a true record of the meeting.
225. **Matters arising from Minutes of the Previous Meeting**
There were no matters arising.
226. **To Accept a Financial Report from RFO**
FOR INFORMATION: The Responsible Financial Officer reported that the Council was in a stable financial position, following a year of tight budgetary controls. The current book balance on the Council's current account suggested that there will be a significant budget surplus at the end of this financial year. There is currently no agreed policy in place that indicates the Council's policy for such a surplus and this will need a resolution by full Council to determine.
The RFO's report was accepted.
227. **Bank Reconciliations**
The Bank statement for the following bank accounts and months were reviewed and signed by two Councillors each:
i. Reserve Account January 2020.
ii. Current Account January 2020
The Bank reconciliations were accepted as correct.
228. **Grant Applications**
i. **Penmaenmawr Food Bank**
Following a detailed discussion, it was resolved to forward this application to the full Council.
ii. **Quarry Villages Community Transport**
The application paperwork was incomplete and was, therefore, a decision on this application was deferred.
229. **Lease of Council Office**
It was reported that the Council was now in possession of the Penmaenmawr Community Centre's proposals for a formal rent agreement. The proposal included a rent increase, the

inclusion of the upstairs office and a structured arrangement, which included reviews at set intervals. While it was acknowledged that there had not been an increase in the Council rent for some time, it was felt that the £20 per week increase exceeded a mere inflationary rise. **The Committee resolved to send the proposal to full Council.**

230. **Any Other Business –**

i. **Covid19 protocols.** Draft protocols were presented to the Committee that outlined a two-stage plan to protect employees and Members in the event of a local outbreak in Covid19. Stage Two proposed that the Civic Pride Wardens, remain at home and refrain from their normal duties. It was agreed that it be recommended to Council that in this eventuality they would remain on normal pay.

ii. **Expression of Interest for a Brilliant Basics grant.** The Chairman reported that, in conjunction with the RFO, an Expression of Interest for the Welsh Tourism Brilliant Basics grant had been submitted. The EOI proposed that such funding could be used for the second phase of the promenade upgrade project, specifically to improve the play area. If successful the application would require the Council to provide or obtain match funding of around £20,000.

231. **Date and Time of Next Meeting** - The next meeting will be held at 5.30 pm 24th March 2020.

Signed:

Date: