

**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 12th March 2019 at 1.30pm.

51. Present: Cllr J Edwards, Cllr D Fisher, Cllr. Holmes, Cllr. Prior, Martin Hanks (non voting), Cllr U Abbott (non voting)
52. Apologies: None
53. Code of Conduct/Declaration of Interest.  
The location of the Declaration of Interest forms was highlighted.
54. **Minutes of the previous meeting**  
The minutes of the previous meeting were agreed for accuracy
- 55 **Matters arising from previous meeting**
- i. **Item 8.1** - dissemination to residents - this is on hold at present
56. Minutes of previous meeting signed
57. **Grant applications** - the previous decision to allocate grants twice annually was discussed and the group felt that this process would be unfair to smaller organisations
58. **Criteria for assessing grant applications**  
A marking/grading criteria to be drawn up and discussed at the next meeting, to present to full council  
**Proposed: Cllr. Edwards                      Seconded: Cllr. Prior                      Vote: Unanimous**  
**Action: Cllrs. Edwards & Fisher**
- 59 **Library**  
CCBC had contacted the council to advise regarding a reduction in library services unless the Town Council could supplement the service by £2,800.00. David Wyke has been in contact with the Town Clerk and offered to ensure that hours are not reduced at a cost of £1,000. As this would protect the library hours and save the Town Council £1,800.00 it was agreed to recommend this to full council  
**Proposed: Cllr. Fisher                      Seconded: Cllr. Prior                      Vote: Unanimous**
- 60 **Community Centre agreement**  
The Town Clerk had received notification of the Community Centre's intent to increase the rent
- 61 **AOB**
- i. Cllr. Prior had received a query regarding petty cash held by the Town Clerk. It was pointed out that the Town Clerk had no authority to withdraw monies, this is the responsibility of designated signatories. Likewise the Town Clerk does not hold a debit card, this is kept by a councillor. The Town Clerk provided Cllr. Prior with a breakdown of petty cash monies since he commenced employment with PTC.
- ii. **Welsh Audit Office**  
The Town Clerk reported that the WAO had been in touch, had visited the office and will be meeting with both the Finance Committee and Full Council at a future date (TBC)
- iii. **Mayoral Allowance**  
It was discussed and agreed that the recommendation of the Welsh Office that the allowance is £1500.00 be taken to full council

**Date and Time of Next Meeting: Tuesday March 19th 12.30pm**

Signed: .....

Date: .....