

PENMAENMAWR TOWN COUNCIL



To all members of the Finance Committee:-

Minutes of a PENMAENMAWR TOWN COUNCIL FINANCE COMMITTEE MEETING of the 10th December 2019, held at Community Centre Chambers:-

176. **Present:** Cllr J Edwards (Chair), Cllr L Goodier, Cllr. R Holmes, Cllr J Jones, Martin Hanks (non-voting), Cllr U Abbott (non-voting).
177. **Apologies:** Cllr S. Banwell
178. **Code of Conduct/Declaration of Interest.**
The location of the Declaration of Interest forms was highlighted.
179. **To Accept the Minutes of Previous Meetings**
i. The minutes of the 1st October were accepted.
RESOLVED: to sign the minutes of the 1st October 2019 as a true record of the meeting.
ii. The minutes of the 15th October were accepted.
RESOLVED: to sign the minutes of the 15th October 2019 as a true record of the meeting.
180. **Matters arising from Minutes of Previous Meeting:**
i. Minute 150 – The Committee was advised that Cllr Banwell had been informed of his successful nomination onto this committee.
ii. Minute 161 – The outstanding paperwork had been received from the Sailing Club and their grant application had gone to full Council.
181. **To Accept a Financial Report from RFO**
The RFO presented an overview of the Council's financial situation highlighting that the Council was in a strong financial situation. The Council was operating well within its budgetary controls and the combined Council bank accounts contained just under £60,000 as of 30th November. While the final precept payment was due to be received in December the RFO warned that the festive season was a particularly expensive time for the Council and therefore councillors should not relax their financial attentions.
The RFO's report was accepted.
182. **Bank Reconciliations**
The following bank reconciliations were examined and signed off as correct by two Councillors:

Current Account – To 2nd Dec 2019 Statement Sheets 502
The Bank reconciliations were accepted as correct.

Reserve Account – To 31st Oct 2019 Statement Sheet 169
The Bank reconciliations were accepted as correct.

Petty Cash Breakdown for year to 30th Sept 2019
The six-month petty cash summary was accepted as correct.

183. Initial Discussion on 2020-2021 Budget

The Committee discussed the preparation of the 2020-2021 Council budget. It was accepted that the task was particularly challenging given the uncertainty regarding CCBC Services and the possible implications on PTC's finances. The committee also wished to ascertain the views of full council on whether to maintain tight budgetary controls in the next financial year, to build up reserves, or whether to relax the budget to allow for greater distribution of grants and donations.

It was resolved to obtain the views of full Council prior to preparing the budget.

184. To Assess Potential Implications of CCBC Services under Threat Report

It was reported that this is a very fluid situation with correspondence and meetings occurring with various CCBC managers on a regular basis. However, the most significant correspondence from CCBC highlighted that the 'Financial Ask' of PTC to maintain services at their current level, for the financial year 2020-2021, is over £70,000. It was highlighted that the Town Council could not absorb that level of increase to its expenditure without it having to significantly increase its precept.

It was resolved to continue to liaise with CCBC and report to Council accordingly.

185. Grant Applications

i. Penmaenmawr Community Events

It was reported that some of the required information, including last year's accounts, had not been submitted. The clerk was asked to liaise with Community Events.

ii. Dwygyfylchi & District Art Society

This application did not contain all the required information. The Chair reported that he has had difficulty communicating with the Society but will continue to try.

iii. Capelulo Hall Association

This application did not contain all the required information. The Chair reported that he has written to the Association but the information was still not complete.

186. Any Other Business

None

187. Date and Time of Next Meeting: Tuesday January 21st 2020 at 5.30pm

Signed

Cllr J. Edwards, Chair

Date