

MINUTES OF A MEETING OF THE FINANCE COMMITTEE OF TYWYN TOWN COUNCIL
HELD ON WEDNESDAY 20th DECEMBER 2021
AT NEUADD PENDRE AND ONLINE VIA ZOOM AT 7.00PM

PRESENT: Councillor: John Pughe (Chair)

Councillors: Aled Lewis, Anne Lloyd-Jones, Gareth Mason, Eileen Jones, Nancy Clarke

OFFICERS PRESENT: Chris Wood, Town Clerk

IN ATTENDANCE: Matthew Cooling

1 APOLOGIES

None received.

2 DECLARATIONS OF INTEREST AND PERSONAL CONNECTION

Councillor Eileen Jones – Item 3.1 – Committee member of Dail Dysynni.

3 TO CONSIDER REQUESTS FOR FINANCIAL ASSISTANCE FROM:

3.1 Dail Dysynni Recommendation to award £150.00. **Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section, the Committee approves the payment of the sum of £150.00 to Dail Dysynni towards its running costs.

3.2 Urdd Eisteddfod Recommendation to award £150.00. **Proposed** by Councillor Aled Lewis, seconded by Councillor Eileen Jones and **recommended** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section, the Committee approves the payment of £150.00 to the Urdd Eisteddfod towards the costs of staging the Urdd Eisteddfod.

3.3 Dawns i Bawb Recommendation to award £150.00. **Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Aled Lewis and **recommended** that in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section, the Committee approves the payment of the sum of £150.00 to Danws i Bawb towards its running costs.

4 To discuss adding one or more additional signatures to the Unity Trust bank account.

Proposed by Councillor Aled Lewis, seconded by Councillor John Pughe and **recommended** that Councillors Nancy Clarke and Gareth Mason be added to the list of signatories for the Unity Trust bank account.

5 To discuss the appointment of a firm of accountants to administer the staff payroll.

Proposed by Councillor Aled Lewis, seconded by Councillor Eileen Jones and **recommended** that Major & Evans be appointed to administer the staff payroll.

- 6** **To prepare a budget for 2022/23 and to recommend a Precept requirement to Full Council for the 2022/23 financial year.**
- 6.1** **Clerks Salary - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that £25,000.00 be budgeted.
- 6.2** **NI Employer - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Aled Lewis and **recommended** that £2,750.00 be budgeted.
- 6.3** **Pension Contribution - Proposed** by Councillor Aled Lewis, seconded by Councillor Eileen Jones and **recommended** that £6,250 be budgeted.
- 6.4** **Travel Expenses - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £700.00 be budgeted.
- 6.5** **SLCC Membership - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £350.00 be budgeted.
- 6.6** **Training - Proposed** by Councillor Aled Lewis, seconded by Councillor Eileen Jones and **recommended** that £350.00 be budgeted.
- 6.7** **Chair - Proposed** by Councillor Aled Lewis, seconded by Councillor John Pughe and **recommended** that £600.00 be budgeted.
- 6.8** **Travel Expenses - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £250.00 be budgeted.
- 6.9** **Elections - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Aled Lewis and **recommended** that £2,000.00 be budgeted.
- 6.9** **Training - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Eileen Jones and **recommended** that £2,500.00 be budgeted.
- 6.10** **Councillors Allowance - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £1,950.00 be budgeted.
- 6.11** **Dependents Allowance - Proposed** by Councillor Nancy Clarke, seconded by Councillor Anne Lloyd-Jones and **recommended** that £1,800.00 be budgeted.
- 6.12** **S137 General Contributions - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £9,500.00 be budgeted.
- 6.13** **Rent for Office - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £800.00 be budgeted.
- 6.14** **Room Hire - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £500.00 be budgeted.

- 6.15 Office Electricity - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £1,000.00 be budgeted.
- 6.16 Printing & Stationary - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that £1,000.00 be budgeted.
- 6.15 Postage - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £100.00 be budgeted.
- 6.16 Phone & Broadband - Proposed** by Councillor Nancy Clarke, seconded by Councillor Gareth Mason and **recommended** that investigations be undertaken by the Clerk into pricing and available packages before reporting to the next meeting of the Finance Committee.
- 6.17 IT Equipment - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £1,000.00 be budgeted.
- 6.18 Website - Proposed** by Councillor Aled Lewis, seconded by Councillor Gareth Mason and **recommended** that £1,200.00 be budgeted.
- 6.19 Insurance - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £4,000.00 be budgeted.
- 6.20 Internal Audit - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £400.00 be budgeted.
- 6.21 External Audit** - Following a discussion, it was agreed that the Clerk investigate the reasons why no audit fees have been paid for the years 2019/20 and 2020/21 and report back to the next meeting of the Finance Committee.
- 6.22 Scribe Licence - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £500.00 be budgeted.
- 6.23 Bank Charges - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £150.00 be budgeted.
- 6.24 Office Cleaning - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £250.00 be budgeted.
- 6.25 Translation - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Eileen Jones and **recommended** that £1,000.00 be budgeted.
- 6.26 Legal - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £2,000.00 be budgeted.
- 6.27 One Voice Wales Membership - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £750.00 be budgeted.

- 6.28 Office Equipment - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £1,000.00 be budgeted.
- 6.29 One Voice Wales Conference - Proposed** by Councillor Aled Lewis, seconded by Councillor Eileen Jones and **recommended** that £250.00 be budgeted.
- 6.30 Christmas Lights Installation - Proposed** by Councillor Aled Lewis, seconded by Councillor Gareth Mason and **recommended** that £5,000.00 be budgeted.
- 6.31 New Lights** - Following discussions regarding increasing the budget recommendation, it was agreed to defer the decision to the next meeting of the Environment Committee.
- 6.32 Christmas Tree - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £350.00 be budgeted but also that the Clerk investigate previous offers to supply the Council with a free Christmas Tree.
- 6.33 Christmas Advert - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £75.00 be budgeted.
- 6.34 Gardening & Plants - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £5,000.00 be budgeted.
- 6.35 Noticeboard - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £1,500.00 be budgeted.
- 6.36 Watering - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £2,000.00 be budgeted.
- 6.37 Bus Shelters - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £1,500.00 be budgeted.
- 6.38 Public Toilets - Proposed** by Councillor Anne Lloyd-Jones, seconded by Councillor Aled Lewis and **recommended** that £8,000.00 be budgeted.
- 6.39 Brook Street Garden - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £600.00 be budgeted.
- 6.40 CCTV - Proposed** by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £10,000.00 be budgeted. Members discussed the commissioning and installation of CCTV and whilst the proposed budget was passed, it was agreed that further details be provided by the Environment Committee for review at the next Full Council meeting.
- 6.41 Defibrillators - Proposed** by Councillor Gareth Mason, seconded by Councillor Nancy Clarke and **recommended** that £1,000.00 be budgeted.
- 6.42 Footpath Maintenance - Proposed** by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £3,000.00 be budgeted. It was also requested that details of the work undertaken be discussed at the next meeting of the Environment Committee.

6.43 Materials for Footpath - Proposed by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £500.00 be budgeted.

6.44 Emergencies - Proposed by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £1000.00 be budgeted.

6.45 Bryn Y Paderau - Proposed by Councillor Nancy Clarke, seconded by Councillor Aled Lewis and **recommended** that £1,500.00 be budgeted.

Members discussed items 6.46, 6.47, 6.48 as a whole with Councillor Aled Lewis stating that all three items were no longer needed in the budget as they were self financing. Councillors Anne Lloyd-Jones, Nancy Clarke and Eileen Jones spoke for the retention of the items in the budget. A Proposal by Councillor Alled Lewis to remove items 6.46, 6.47, 6.48 from the Budget Recommendation was not seconded and so defeated.

6.46 Recreation Ground - Proposed by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that £1,000.00 be budgeted.

6.47 Skate Park - Proposed by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that £10,000.00 be budgeted.

6.48 Cambrian Road Car Park - Proposed by Councillor Anne Lloyd-Jones, seconded by Councillor Nancy Clarke and **recommended** that £1,000.00 be budgeted.

6.49 Car Park Maintenance - Proposed by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £2,000.00 be budgeted.

6.50 Car Park Maintenance - Proposed by Councillor Aled Lewis, seconded by Councillor Nancy Clarke and **recommended** that £500.00 be budgeted.

Members discussed the Precept and **recommended** that the Precept requirement for the 2022/23 financial year remain unchanged from its current level.

Members discussed the current situation regarding the Station Building and it was agreed that the Clerk would provide an update to the next meeting of the Finance Committee.

The meeting was declared closed at 9.08 pm