

FINANCE & GENERAL PURPOSES COMMITTEE

Llandudno Town Council

Minutes of a meeting of Llandudno Town Council - Finance & General Purposes Committee

Held on Friday 13th January 2017

Council Chamber, Town Hall, Lloyd Street, Llandudno

Those Present:

Cllr T R Davies – Chairman

Cllr Frank Bradfield – Vice Chairman

Cllr Miss C A Marubbi – The Mayor

Cllr T Dewar

Cllr Mrs J Audus-Williams

Cllr P C Evans, JP

Cllr M Bullock, JP

Cllr D J Hawkins

Cllr F Davies

Cllr Miss A O'Grady

Cllr G Davies

Cllr M Williams

50. APOLOGIES FOR ABSENCE

Cllr B B Bertola

Cllr M A Pearce

Cllr Gl Davies

Cllr G J T Robbins

Cllr B Evans

Cllr D N Sutcliffe

Cllr Mrs I L Groom

Cllr Mrs M Wigzell

Cllr Ms P Hebron

Cllr Mrs A M Yates

Absent:

Cllr Mrs J Jones

Cllr J E Ridler

Cllr Mrs M Lyon

Cllr G O Roberts

51. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT CODE OF CONDUCT.

The following interests were declared:

Name:	Item:	Personal or Prejudicial
Cllr F Bradfield	58.1 CCTV upgrade 58.4 Conwy CBC Planning Application changes	Personal: Member of Conwy CBC. Personal: Member of Conwy CBC.
Cllr P C Evans, JP	58.1 CCTV upgrade. 58.2 Chardon Trust letter of thanks 58.4 Conwy CBC Planning Application changes	Personal: Member of Conwy CBC. Personal: Member of the Chardon Trust Personal: Member of Conwy CBC.

52. URGENT ITEMS RELATING TO FINANCE & GENERAL PURPOSES

There were none.

FINANCE & GENERAL PURPOSES COMMITTEE

53. MINUTES

Minutes of a meeting of the Finance & General Purposes Committee held on Friday 25th November 2016 were received and signed by the Chairman.

54. CLERKS FINANCIAL REPORTS FOR NOVEMBER AND DECEMBER 2016

The reports included a breakdown of monthly income received at North Western Gardens public conveniences from 2006 – 2016.

IT WAS RESOLVED *that the financial statements for November and December 2016, and the breakdown of monthly income received at North Western Gardens Public Conveniences 2006-2016, be received.*

55. TO CONSIDER REQUESTS RECEIVED FOR FUNDING

Late applications for Grants 2017/18 had been received as follows:

55.1 North Wales Sub Aqua Club: request for £5,000 towards the purchase of a new rigid inflatable boat for the club.

IT WAS RESOLVED *that Llandudno Town Council contribute £1,000 from the 2017/18 Grants budget to North Wales Sub Aqua Club towards the purchase of a new rigid inflatable boat for the club.*

55.2 Llandudno Amateur Boxing Club: request for £2,500 to support boxers and coaches in entering competitions.

IT WAS RESOLVED *that Llandudno Town Council contribute £2,500 from the 2017/18 Grants budget to Llandudno Boxing Club.*

55.3 Llandudno Jazz Festival: request to support the third year of the Festival and, in particular, the stroller event.

IT WAS RESOLVED *that Llandudno Town Council contribute £2,000 from the 2017/18 Grants budget to Llandudno Jazz Festival 2017.*

56. TO CONSIDER THE DRAFT BUDGET FOR 2017/18

Members had been previously circulated with information regarding potential budget requirements for 2017/18, monies held in the accounts and any reserves, and information from Conwy CBC regarding the precept requirement 2017/18 and estimated election costs for budgetary purposes.

There was discussion on the Town Council's previous commitment in principle (22.04.2016, item 73.1) to contribute towards Conwy CBC's much needed upgrade of twenty seven CCTV cameras in Llandudno, at a cost of £1,000 per camera and

FINANCE & GENERAL PURPOSES COMMITTEE

IT WAS RESOLVED that Llandudno Town Council support the upgrade of twenty seven Llandudno CCTV cameras and to contribute £27,000 from the General Development Fund 2017/18.

There was also discussion on the previous allocation of £10,000 for partnership working with Conwy CBC to maintain/improve the numerous play areas in Llandudno. Although Conwy CBC had been reminded of the budget this had not been claimed in 2016/17, presumably due to re-organisation. It was reported that there was a backlog of work for Conwy CBC in this area and **IT WAS RESOLVED** to carry over the £10,000 Play equipment budget to 2017/18.

IT WAS RESOLVED to approve the draft budget for 2016/17 as attached to the minutes as Appendix 2.

57. TO RECEIVE AND APPROVE RECOMMENDATIONS MADE BY FINANCE SUB COMMITTEES

None to date.

58. CORRESPONDENCE RECEIVED

58.1 An email received from Conwy CBC regarding a CCTV Digital Upgrade Project update and CCTV Annual report 2015-16 was discussed in item 56, above.

58.2 A letter from the Chardon Trust (Llandudno Museum) thanking the Town Council for its support for a Fundraising Consultant was received.

58.3 A letter from Radio Glan Clwyd thanking the Town Council for supporting its request for £10 towards it's Christmas Toy Appeal was received.

58.4. A letter from Conwy CBC regarding Local Authority changes to the sending out of Planning Applications to consultees *was received and would be referred to Planning & Transportation Committee to discuss the implementation of*. There was discussion that it was hoped that planning applications could be projected onto a screen in the chamber for meetings and that there would be no need for the Town Council to print any copies.

59. DATE OF THE NEXT MEETING

The date and time of the next meeting was confirmed as Friday 3rd March 2017 at 7.00pm



Appendix A
SCHEDULE OF ACCOUNTS NOV 2016
Llandudno Town Council
 All payments are made in accordance with the Governance and Accountability
 in Local Councils (England and Wales) Practitioners Guide

Payments:

Date	Item	Chq No	Total	Vat	Ledger
02-Nov-16	Mrs I Burrows	12134	£ 190.00	£ -	Miss Alice
02-Nov-16	Cyfieithu Cymunedol	12135	£ 16.76	£ 2.79	Admin
02-Nov-16	B2 Business	12136	£ 158.49	£ 26.41	Photocopier
02-Nov-16	Cllr B Bertola	12137	£ 17.55	£ -	Members travel
02-Nov-16	The Bay of Colwyn TC	12138	£ 720.00	£ 120.00	Staff Training (Traffic Mgmt)
02-Nov-16	Period Property Solutions	12140	£ 240.00	£ 40.00	Grounds Maint
02-Nov-16	Conwy CBC	12141	£ 206.89	£ 34.48	Grounds Maint
02-Nov-16	Conwy CBC	12142	£ 224.45	£ 37.41	Dec Lighting
02-Nov-16	Conwy CBC	12143	£ 10,800.00	£ 1,800.00	Bus Shelter Scheme
02-Nov-16	HMRC	12144	£ 1,688.55	£ -	Salaries/Paye/NI
02-Nov-16	Gwynedd Council	12145	£ 774.51	£ -	Salaries/Paye/NI
02-Nov-16	Cerdded Conwy Walks	12146	£ 100.00	£ -	Conwy Walks Project
08-Nov-16	B2 Business	12147	£ 286.70	£ 47.78	IT/Website
08-Nov-16	NAMWALC	12148	£ 80.00	£ -	NAMWALC
08-Nov-16	Axis Cleaning Services	12149	£ 3,820.68	£ 636.78	NWG
08-Nov-16	Tanners	12150	£ 457.05	£ 76.18	Bloom/Civic
08-Nov-16	Horsedrawn Occasions	12151	£ 500.00	£ -	Xmas Parade
08-Nov-16	Information Commissioner	12152	£ 35.00	£ -	Annual DP Subs
08-Nov-16	British Gas	12153	£ 105.85	£ 5.04	NWG
08-Nov-16	Cllr C Marubbi	12154	£ 500.00	£ -	Civic Allowance
08-Nov-16	Cllr F Davies	12155	£ 250.00	£ -	Civic Allowance
15-Nov-16	Employees	12158-60	£ 4,789.06	£ -	Salaries/Paye/NI
15-Nov-16	City Illuminations Ltd	12161	£ 4,536.00	£ 756.00	Dec Lighting
15-Nov-16	b2 Office Supplies	12162	£ 6.73	£ 1.12	Office Supplies
15-Nov-16	Cyfieithu Cymunedol	12163	£ 60.79	£ 10.13	IT/Website
15-Nov-16	Conwy CBC	12164	£ 29.44	£ 4.91	Grounds Maint
15-Nov-16	Amberon Ltd	12165	£ 2,940.00	£ 490.00	Civic TM
15-Nov-16	Sound Design PA	12166	£ 350.00	£ -	Civic
15-Nov-16	Conwy CBC	12167	£ 5,000.00	£ -	Llan Swimming Pool
15-Nov-16	Trinity Mirror	12168	£ 304.60	£ 50.77	Fireworks
16-Nov-16	Meredith Jones	12169	£ 175.00	£ -	Civic
16-Nov-16	Mayors Charity Acct	12170	£ 1,000.00	£ -	Charity Acct
24-Nov-16	British Red Cross	12171	£ 90.00	£ 15.00	Civic

£ 47,936.87 £ 4,869.80

24-Nov-16	B2 Business	12172	£	811.20	£	135.20	IT/Website
24-Nov-16	Cyd Printers	12173	£	220.80	£	36.80	Civic
24-Nov-16	Barritt & Sons	12174	£	2,640.00	£	440.00	Dec Lighting
24-Nov-16	The Hambone	12175	£	600.00	£	-	Bloom
25-Nov-16	Gwynedd Council	12176	£	774.51	£	-	Salaries/Payer/NI
25-Nov-16	HMRC	12177	£	1,688.35	£	-	Salaries/Payer/NI
24-Nov-16	WH Smith	12178	£	70.00	£	-	Office Supplies
25-Nov-16	Talk Talk Business	12179	£	78.01	£	13.00	Telephone/Broadband
30-Nov-16	Avensure Ltd	12180	£	540.00	£	90.00	HR
30-Nov-16	Nat West	DD	£	59.90	£	-	Bank Charges

Receipts:		Nov 2016	
Date:	Item		Total
01-Nov-16	NWG	£ 9.60	
01-Nov-16	NWG	£ 10.00	
02-Nov-16	NWG	£ 7.60	
03-Nov-16	NWG	£ 4.40	
04-Nov-16	NWG	£ 6.40	
05-Nov-16	NWG	£ 13.40	
06-Nov-16	NWG	£ 9.00	
07-Nov-16	NWG	£ 4.40	
08-Nov-16	NWG	£ 6.40	
09-Nov-16	NWG	£ 4.40	
10-Nov-16	NWG	£ 5.20	
11-Nov-16	NWG	£ 7.40	
12-Nov-16	NWG	£ 13.00	
13-Nov-16	NWG	£ 7.00	
14-Nov-16	NWG	£ 6.60	
15-Nov-16	NWG	£ 5.60	
16-Nov-16	NWG	£ 4.60	
17-Nov-16	NWG	£ 6.60	
18-Nov-16	NWG	£ 9.60	
19-Nov-16	NWG	£ 33.20	
20-Nov-16	NWG	£ 19.80	
30-Nov-16	Bank Interest	£ 2.06	
			£ 196.26

Llandudno Town Council 2016/17

Bank - Cash and Investment Reconciliation as at 30 November 2016

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Current A/C 03630676	250.00
1	Reserve A/C 76618765	97,125.30
2	Fixed Rate Deposit A/c	44,919.15
3	Community Fund A/c	13,468.38
4	General Development Fund A/c	81,923.56
5	Petty Cash	98.12
		237,784.51
<u>Unpresented Payments</u>		
1	02/11/2016 012140	240.00
1	02/11/2016 012138	720.00
1	08/11/2016 012152	35.00
1	09/11/2016 012163	60.79
1	24/11/2016 012171	90.00
1	24/11/2016 012172	811.20
1	24/11/2016 012173	220.80
1	24/11/2016 012174	2,640.00
1	25/11/2016 012177	1,688.35
1	25/11/2016 012176	774.51
1	25/11/2016 012179	78.01
1	30/11/2016 012180	540.00
1	17/03/2015 011197	289.78
		8,188.44
		229,596.07
<u>Receipts not on Bank Statement</u>		
0	30/11/2016 All Receipts Cleared	0.00
		0.00
Closing Balance		
<u>All Cash & Bank Accounts</u>		229,596.07
	Current/Business Reserve A/c	89,186.86
	Fixed Rate Deposit A/c	44,919.15
	Community Fund A/c	13,468.38
	General Development Fund	81,923.56
	Petty Cash	98.12
	Other Bank & Cash Balances	0.00
	Total Bank & Cash Balances	229,596.07

SCHEDULE OF ACCOUNTS DEC 2016

Llandudno Town Council

All payments are made in accordance with the Governance and Accountability in Local Councils (England and Wales) Practitioners Guide



Payments: £ 40,973.13 £ 2,958.89

Date	Item	Chq No	Total	Vat	Ledger
02-Dec-16	AJL Services Ltd	12181	£ 180.00	-	Grounds maint
02-Dec-16	Llandudno Museum	12182	£ 7,500.00	-	Community Fund
02-Dec-16	Mrs L Morris	12183	£ 75.28	-	Christmas Parade
02-Dec-16	Mrs D Smith	12184	£ 63.00	-	Civic
02-Dec-16	Conwy CBC	12185	£ 916.56	£ 152.76	Civic TM
02-Dec-16	Mr DAS Mottram Photography	12186	£ 193.75	-	Civic
02-Dec-16	Axis Cleaning Services	12187	£ 3,820.68	£ 636.78	NWG
02-Dec-16	RJD Grounds Maintenance	12188	£ 412.00	-	Grounds maint/Bloom
07-Dec-16	Trinity Mirror	12189	£ 304.60	£ 50.77	Christmas Parade
07-Dec-16	City of Liverpool Pipes & Drums	12190	£ 400.00	-	Christmas Parade
07-Dec-16	British Red Cross	12191	£ 105.60	£ 17.60	Christmas Parade
07-Dec-16	Amberon Ltd	12192	£ 3,150.00	£ 525.00	Civic TM
07-Dec-16	Maxplant	12193	£ 450.00	£ 75.00	Christmas Parade
07-Dec-16	Stage Entertainers	12194	£ 1,400.00	-	Christmas Parade
07-Dec-16	Mr P Talbot	12195	£ 200.00	-	Christmas Parade
07-Dec-16	CSP Audio Visual Ltd	12196	£ 4,478.40	£ 746.40	Fireworks
07-Dec-16	Radio Glan Cwyd	12198	£ 10.00	-	Ad hoc grants
07-Dec-16	Eisteddfod Anglesey	12199	£ 250.00	-	Ad hoc grants
07-Dec-16	The Neville	12200	£ 100.00	-	Community Toilet Scheme
07-Dec-16	The Town House	12201	£ 100.00	-	Community Toilet Scheme
07-Dec-16	Troope Café	12202	£ 100.00	-	Community Toilet Scheme
07-Dec-16	Habit Tea Rooms	12203	£ 100.00	-	Community Toilet Scheme
07-Dec-16	Tribells Restaurant	12204	£ 100.00	-	Community Toilet Scheme
07-Dec-16	The Albert	12205	£ 100.00	-	Community Toilet Scheme
07-Dec-16	The Queen Victoria	12206	£ 100.00	-	Community Toilet Scheme
07-Dec-16	The Hambone	12207	£ 100.00	-	Community Toilet Scheme
07-Dec-16	Kings Arms	12208	£ 100.00	-	Community Toilet Scheme
07-Dec-16	Mostyn Gallery	12209	£ 100.00	-	Community Toilet Scheme
07-Dec-16	The Carlton	12210	£ 100.00	-	Community Toilet Scheme

Date	Item	£	Total	Vat	Community Toilet Scheme
07-Dec-16	Coffee V	12211 £	100.00 £	-	IT/Website
07-Dec-16	B2 Business	12212 £	146.40 £	24.40	Salaries/Paye/NI
12-Dec-16	Employees	12213-6 £	5,164.18 £	-	IT/Website
12-Dec-16	B2 Business	12217 £	186.99 £	31.17	Community Toilet Scheme
12-Dec-16	Cross Keys	12218 £	100.00 £	-	Christmas Parade
14-Dec-16	Emmanuel Centre	12219 £	75.00 £	-	Christmas Parade
14-Dec-16	Linzi Grace	12221 £	25.00 £	-	Christmas Parade
14-Dec-16	Mr S Travers	12222 £	50.00 £	-	Christmas Parade
14-Dec-16	Jones Coal Merchants	12223 £	45.00 £	-	Civic
14-Dec-16	JT&M Signs	12224 £	252.00 £	42.00	Dec Lighting
14-Dec-16	Scottish Power	12225 £	181.92 £	8.66	Office Admin
15-Dec-16	Shred It	12226 £	149.76 £	24.96	Grounds main/Bloom
15-Dec-16	RJD Grounds Maintenance	12227 £	312.50 £	-	Civic
15-Dec-16	The Hambone	12228 £	450.00 £	-	Christmas Parade
15-Dec-16	Mr M Roberts	12229 £	50.00 £	-	Christmas Parade
15-Dec-16	Therapy Dogs	12230 £	50.00 £	-	Christmas Parade
15-Dec-16	Llan & CBC Tram Soc	12231 £	150.00 £	-	Christmas Parade
15-Dec-16	Llan Silhouettes	12232 £	25.00 £	-	Christmas Parade
15-Dec-16	B2 Business	12233 £	178.81 £	29.80	Photocopier
15-Dec-16	NW Pop up Shop	12234 £	500.00 £	-	Ad hoc grants
16-Dec-16	Cyfeithu Cymunedol	12235 £	21.85 £	3.64	Office Admin
19-Dec-16	Talk Talk Business	12236 £	61.15 £	10.19	Telephone/Broadband
19-Dec-16	City illuminations Ltd	12237 £	2,532.00 £	422.00	Dec Lighting
19-Dec-16	HMRC	12238 £	1,946.52 £	-	Salaries/Paye/NI
20-Dec-16	Conwy CBC	12240 £	633.35 £	105.56	Civic
20-Dec-16	Michaels Robes	12241 £	313.20 £	52.20	Civic
21-Dec-16	Safety Focus Ltd	12242 £	2,210.00 £	-	Events H&S
21-Dec-16	Cllr B B Bertola	12243 £	13.95 £	-	Members Travel
30-Dec-16	Nat West	DD £	38.68 £	-	Bank Charges

Receipts: Dec 2016

£ 153,225.89

Date	Item	£	Total	Vat
13-Dec-16	Conwy CBC - Fireworks refund	£	28.80	
20-Dec-16	Precept 3	£	153,196.00	
30-Dec-16	Bank Interest	£	1.09	

Llandudno Town Council 2016/17

Bank - Cash and Investment Reconciliation as at 31 December 2016

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Current A/C 03630676	250.00
1	Reserve A/C 76618765	205,685.16
2	Fixed Rate Deposit A/c	44,928.38
3	Community Fund A/c	13,468.49
4	General Development Fund A/c	81,924.23
5	Petty Cash	98.12
		346,354.38
<u>Unpresented Payments</u>		
1	02/11/2016 012140	240.00
1	07/12/2016 012198	10.00
1	07/12/2016 012199	250.00
1	07/12/2016 012202	100.00
1	07/12/2016 012208	100.00
1	09/12/2016 012218	100.00
1	14/12/2016 012219	75.00
1	14/12/2016 012221	25.00
1	15/12/2016 012226	149.76
1	15/12/2016 012229	50.00
1	15/12/2016 012230	50.00
1	15/12/2016 012231	150.00
1	15/12/2016 012232	25.00
1	16/12/2016 012235	21.85
1	19/12/2016 012237	2,532.00
1	20/12/2016 012241	313.20
1	21/12/2016 012243	13.95
1	17/03/2015 011197	289.78
		4,495.54
		341,858.84
<u>All Cash & Bank Accounts</u>		
	Current/Business Reserve A/c	201,439.62
	Fixed Rate Deposit A/c	44,928.38
	Community Fund A/c	13,468.49
	General Development Fund	81,924.23
	Petty Cash	98.12
	Other Bank & Cash Balances	0.00
	Total Bank & Cash Balances	341,858.84

