

FINANCE AND MANAGEMENT COMMITTEE

Minutes of Finance and Management Committee held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on Wednesday 3rd June 2015 at 6.35pm - 7.55pm.

PRESENT

Councillors: J. Szabo (Chairman), B. Murray, C. Guy, P. Penlington, J. McLellan, G. Sandilands, P. Duffy, G. Percival, T. Lawler, T. Jones, J. Thompson-Hill, L. Muraca, A. Sampson, D. Turner.

IN ATTENDANCE

Mr N. Acott – Town Clerk/Financial Officer, Mrs L. Hewitt - Committee Support Assistant, Mr T. Brown – Internal Auditor.

APOLOGIES

Councillor: B. Cooper, B. Paterson, G. Frobisher.

19 NOTICE OF COUNCILLOR VACANCY

The Chairman reported that Denbighshire County Council, Electoral Officer had issued notice of above East Ward vacancy for Town Council following resignation of Cllr James Davies. It was understood that there would also be a County Council election for East Ward and that County and Town Council elections would be held together in July 2015.

Members offered their personal thanks to Cllr James Davies who had recently been elected as Member of Parliament for Vale of Clwyd. Several also spoke of a determined, hard working and passionate Town Councillor who clearly loved the town and locality of North Wales and wished him well in his new role.

RESOLVED UNANIMOUSLY

That Councillor James Davies MP be thanked for all his work and services over many years.

20 PAID ACCOUNTS

Details of paid accounts for March/April had been circulated with agenda. Committee enquired if Prestatyn Parish Church had financially contributed to war memorial restoration project and informed that no direct funding had been forthcoming. However, Prestatyn Parochial Church Council had recently offered to tarmac pathways leading to war memorial, and local Cytun (Council of Churches) would be holding a community fundraising day in August for the restoration project.

Other queries related to branding of the social media kiosk located in Scala which the new tenant had indicated he would like to continue to use in addition to developing the tourism information point. The kiosk is owned and maintained by Denbighshire County Council but had been branded in the new AtPrestatyn colour scheme. Council's annual insurance premium was discussed and Members informed that included public liability for majority of town events and Council assets. Payments to holiday leisure activity provider UKANUNI and IT payments were also reviewed.

RESOLVED That paid accounts for March/April 2015 be accepted.

21 FINANCIAL STATEMENTS 2014/15

Details of quarterly and annual financial statement had been circulated with agenda. Town Clerk/Financial Officer reported that there had been a growing range of income streams and methods of securing town projects e.g. self funding, grants, donations, projects secured by town but paid for by third parties. Whilst the latter did not show in financial accounts it did nevertheless have an impact upon Council resources.

The figures shown in financial statements had been used by Town Clerk/Financial Officer to prepare Annual Return 2014/15.

RESOLVED That Financial Statements 2014/15 be accepted.

22 ACCOUNTS FOR AUDIT 2014/15

a) INTERNAL AUDIT REPORT

Mr Tom Brown, Internal Auditor presented his report outlining purpose and role of Internal Audit that included checking systems of financial control are effective. However it is for Council to determine overall level of internal audit regime required by the authority.

He referred to changing nature of Council operations and new systems and procedures introduced by Town Clerk/Financial Officer during year for cash handling and credit payments and also highlighted need for staff training in these areas.

The recent publication of One Voice Wales entitled Governance and Accountability in Wales had also been well received and had further clarified role of Internal Auditor and Council responsibilities.

Mr Brown provided details of his Council office visits, spot checks on income and payments, bank reconciliations, petty cash transactions etc. and he was pleased to report he had found staff most cooperative and a good standard of record keeping. He had also completed the Internal Auditor - Annual Return Statement 2014/15 although he reminded Committee that his audit work took place throughout the year.

RESOLVED

- 1) That Committee continues to receive annual report on Mayoral Account.
- 2) That Internal Audit report 2014/15 be received and Mr Brown be thanked for his excellent services throughout the year.

b) ANNUAL GOVERNANCE STATEMENT

Committee completed the Annual Governance Statement 1-9 as required by External Audit confirming and accepting to best of knowledge and belief the accounting statements on 31st March 2015.

23 TOWN EVENTS

Grant applications and financial statements had been received from local organisations seeking financial support for events and details circulated with agenda.

RESOLVED

That the following grants be awarded:-

	£
Prestatyn Flower Show	1,000
Prestatyn Classic Car Show	650
Friends of Parish of Prestatyn	325
Prestatyn in Bloom	Deferred pending receipt of statement of accounts

Financial/Legal Implications: Costs contained within budget provision 2015/16. Local Government Act 1972 Section 137

24 NOVA REDEVELOPMENT – PUBLIC CONVENIENCES

Town Clerk/Financial Officer reported upon requirement for provision of temporary public conveniences following delays in refurbishment of Nova being undertaken by Denbighshire County Council (DCC). The County Council had initially declined to provide temporary public conveniences, however, this was considered totally unacceptable by Town Council, local businesses, tourism sector and local residents. Fortunately Denbighshire County Council had reconsidered the matter and had recently installed temporary public conveniences for summer season.

The cost of temporary provision for the busiest beach resort in County was fourteen thousand pounds and Town Council had been requested to consider providing a contribution to enable works to proceed. Following consultation with Mayor and Chairman a sum of four thousand had been recommended.

RESOLVED UNANIMOUSLY

That actions of Chairmen and Town Clerk/Financial Officer in progressing this matter be approved.

Financial/Legal Implications: DCC 10k, PTC 4k contained in budget provisions 2015/16. Denbighshire County Council responsible for installation, servicing, maintenance and insurance. Public Health Act 1936

25 PRESTATYN TOWN CENTRE CAR PARKS

Committee considered a detailed paper circulated with agenda explaining Town Council historical support for provision of free car parks as Council recognised the benefits/opportunities to help boosting local economy and increase footfall to High Street. Discussion took place on measurement criteria and methodology for recording car park usage.

The two sites highlighted for introduction of free day visitor parking included Fern Avenue and Ty Nant site car parks. Both car parks were in ownership of Denbighshire County Council who were seeking a guaranteed income stream in return for free car parking. Local businesses, Prestatyn Business Forum and Healthy High Streets team had all supported principle of free car parking and it was a nationally recognised driver of footfall numbers that enabled High Street businesses to compete with 'out of town' shopping centres.

Committee was reminded that there was always a cost for 'free car parking' and the current proposals included a rental agreement that would be reviewed after twelve months to assess success or otherwise.

RESOLVED

- 1) That Committee enters twelve month rental agreement with Denbighshire County Council for introduction of free day visitor parking at Fern Avenue and Ty Nant site car parks.
- 2) That Denbighshire County Council be requested to install signage acknowledging support of Town Council for free car parking initiative and arrangements for measuring car park usage.

Financial/Legal Implications: £12,000 contained in budget provision 2015/16 for car parks and local community services. Road traffic Regulation 1984.

FIVE MINUTE RECESS FOR COMFORT BREAK

26 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A Parts 1, 2 during the following staffing item:-

27 COMMUNITY EVENTS AND TOWN SUPPORT OFFICER

Chairman reported upon notice of resignation received from Mrs Rachael Astle and sought Committee guidance on future of this relatively new post. Committee was informed that Scala tenant had recently also indicated that he wished Scala to become a community hub and had enquired if community events could form part of joint business approach.

RESOLVED UNANIMOUSLY

- 1) That Mrs Rachael Astle be thanked for her huge contribution to fantastic community events programme and positive approach to establishing town support partnerships.
- 2) That Town Clerk/Financial Officer be authorised to investigate all partnership options for delivery of community events and town support work and report back to July meeting.

Chairman_____