

## HOLYWELL TOWN COUNCIL

### CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of the Finance Committee** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday, 27 June 2017 at 6.30pm.

PRESENT: Councillor J. Johnson (Mayor, Presiding).

Councillors: M. Brooke, K. Davies, R. Dolphin, P.A. Johnson, S. Johnson, E.B. Palmer, M.D. Phelan, B. Scragg, S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, A. Coleman, P.J. McGarry and K. Roberts.

IN ATTENDANCE: J. Baker (Clerk) D.C. Pierce (Retiring Clerk) and C.S. Lowry (Support Officer).

#### F1. APPOINTMENT OF CHAIRMAN FOR THE MEETING

RESOLVED:

That in the absence of the Chairman, the Mayor preside for the meeting.

#### F2. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

The following Declarations of Interest were made and the relevant forms completed for the Clerk to action under the statutory requirements.

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
F6	M. Brooke	✓*		Personal business with WFCE.
F6	P.A. Johnson	✓*		Attended management meetings of WFCE.
F6	M.D. Phelan	✓*		Member of Transition Holywell.
F6	B. Scragg	✓*		Member of WFCE board.

\* Members remained for the agenda item in this instance, as the business transacted was not deemed to be prejudicial due to the amount of financial assistance applied for being no more than £500.

F3. ELECTION OF PRESIDENT – NORTH & MID WALES ASSOCIATION OF LOCAL COUNCILS

Members considered nominating for the post of President of the Association, for the five year period July 2017 to July 2022.

RESOLVED: That the Clerk informs the Secretary of the Association, that the Council nominates Councillor Joan Butterfield of Rhyl Town Council for the post of President.

F4. STRATEGIC BUSINESS PLANNING 2017-2020

The Clerk outlined a proposal to introduce a business plan to underpin the circulated list of the Council's already agreed key priorities. This document would provide further detail and clarity around key tasks, funding and timescales for each priority. The business plan would be reviewed on a quarterly basis.

RESOLVED: That the Clerk produces an initial draft of the Council's Business Plan, which will then be discussed in detail at a forthcoming appropriate Sub-Committee meeting; the final version to then be brought to the Council for approval.

F5. BANK RECONCILIATION 2016/17

Members considered the Reconciliation Statement for the financial year 2016/17, circulated with the agenda. The contents had been verified on 13 June 2017 by the Council's Internal Auditor as part of the Annual Return requirements. The Audit Sub-Committee had been similarly notified.

RESOLVED:  
That the Statement be received and noted.

F6. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:  
That the public and press be excluded for the following minute, F7, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the supporting financial and other information provided with the applications.

F7. APPLICATIONS FOR FINANCIAL ASSISTANCE – 2017/18

Members considered requests received for financial assistance from various organisations together with a schedule of the organisations and events supported by the Council in 2014/15, 2015/16 and 2016/17. The Clerk read out supporting background and financial information provided by each organisation.

A statement was circulated with details of donations made to date (£500) in the current financial year, budget provision for general donations (£5,000) and earmarked donations (£2,850), with remaining provision (£4,500) being available for allocation, and the Council's policy on donations.

RESOLVED:

- (1) That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the general budget be made:

Organisation	£
Holywell Autumn Club	300
The Holywell & District Society	100
Thomas Pennant Society	100
Transition Holywell & District	200
Flintshire Optec Japanese YE Trust	200
Total	900

- (2) That, having regard to the Council's general policy, the requests from Nightingale House Hospice, West Flintshire Community Enterprises and B-Fest Wales be received without a donation being made on this occasion.

- (3) That the following donation be confirmed from the earmarked provision in the 2017/18 budget:

Organisation	£
Greenfield Football Club	500

F8. CLOSE OF MEETING

The Chairman closed the meeting at 7.20pm.

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Chairman