

MINUTES of a MEETING
of the
**FINANCE AND ECONOMIC
DEVELOPMENT COMMITTEE**
held in the
Council Chamber, Buckley
on
Tuesday 24th April 2018

PRESENT

Councillor J F Thornton – in the Chair

Cllr V E Blondek	Cllr H D Hutchinson	Cllr I Peters
Cllr C A Ellis	Cllr J S Jones	Cllr N Phillips
Cllr D Ellis	Cllr W A Lewis	Cllr M P Teire
Cllr I D Howes	Cllr M J Peers	Cllr A G Williams
Cllr E J Hutchinson	Cllr S Peers	Cllr A Woolley

IN ATTENDANCE

Mr M B Wright – Town Clerk & Financial Officer
Mrs L George – Personal Assistant
Mrs T J Reece – Personal Assistant

17066- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors R B Jones (illness), C M Preece (family bereavement) and E L Preece (family bereavement).

17067- DECLARATIONS OF INTEREST

No Declarations of Interest were made in relation to this Agenda. It was –

Resolved – that no Declarations of Interest were noted.

17068- MINUTES

Resolved - that the Minutes of the Meeting of the Finance and Economic Development Committee held on 27th March 2018 , as now submitted, be signed by the Committee Chair.

**17069- PRESENTATION – FLINTSHIRE COUNTY COUNCIL
DOMESTIC ENERGY TEAM, HEALTHY HOMES HEALTHY
PEOPLE AND WARM HOMES FUND**

The Chair welcomed Ms Shelley Webber the Project Manager of the Domestic Energy Efficiency Team, Flintshire County Council, to the meeting and Ms Webber then provided a presentation about the work her team performs.

Ms Webber advised that she ran a small team and needed the help of Councillors to pinpoint people in need. The team targeted poor energy efficient homes be they Council, privately owned or rented from private landlords. The team was available to help with a programme to improve efficiency in heating and keeping the home warm. An example of what they can achieve was given with regard to water rates. Under certain circumstances a capped tariff could be achieved at a value of £197.00 instead of the average of £600 to £700. The team took an holistic approach to houses and people and went door knocking to referred addresses. The service was not just targeted at the elderly, but was for everyone who was 50 years old or more. The team would negotiate with landlords and if necessary barter one improvement against another eg. the team would pay for a central heating system if the landlord would make repairs or improvements to the roof. Ms Webber advised the Committee that amongst awards the team had achieved was the Best Energy Efficiency Team in Wales. There then followed a question and answer session and in response to questions the following information was provided:-

The clientele was identified via visits to groups, referrals from Councillors and other referrals. This generated the team going to vulnerable people and attempting to assist. An example was given that Ms Webber had visited 20 Town and Community Councils in Flintshire and her visits had generated 50 requests for assistance. Ms Webber advised that there was no financial limit on the amount that could be spent on each house. Ms Webber left literature and slides with regard to the work of the team with each Member. It was finally mentioned that the work of the team could be highlighted through Councillor newsletters. Ms Webber was thanked for the presentation and it was –

Resolved – that Ms Webber be congratulated on the work of her team and that her presentation and answers to questions raised be received and noted.

17070- ACCOUNTS FOR PAYMENT

Resolved - (i) that the accounts numbered 11342-11346 (inclusive as detailed in the Schedule of Accounts Number 486a dated 31st March 2018 [a copy of which had been distributed to all Members] and amounting in total to the sum of £837.19 the items being nine payments/adjustments made after schedule number 486 was presented to Council but before the Financial Year end) be approved. That the accounts numbered 11347-11367 (inclusive as detailed in the Schedule of Accounts Number 487 dated 24th April 2018 [a copy of which had been distributed to all Members] and amounting in total to the sum of £28,748.13 be approved for payment and the Town Clerk be authorised to make the necessary arrangements to ensure that the payments were properly actioned through the Council's Bank Current Account in accordance with the Council's Internal Financial Controls.

(ii) that the expenditure be authorised in accordance with powers contained within the relevant local government acts and as identified and described within Appendix I of the NALC advice 'Governance and Accountability in Local Councils in England and Wales, a Practitioners' Guide' as revised and amended.

**17071- CASH BOOK ADJUSTMENTS MADE AFTER MARCH 2018
PAYMENT SCHEDULE**

The Committee received a report from the Clerk, which indicated that, as was approved at the meeting of this Committee held on 27th March 2018, the Cash Book had remained open until the end of March 2018 to record transactions between the date of the meeting and the end of the Financial Year. The Clerk reported that there were five adjustments in relation to payments and four adjustments in relation to receipts. The payments and receipts were displayed on Schedule 486a above. It was –

Resolved – that the Committee received, noted and approved the Clerk’s report.

17072- BANK RECONCILIATION

The Committee received the monthly Bank Reconciliation as at 31st March 2018 and was advised that the Bank Reconciliation formed part of the Annual Financial Accounts, which were presented to the Committee later in its meeting. It was –

Resolved – that the Bank Reconciliation as at 31st March 2018 be received, noted and approved.

17073- PETTY CASH EXPENDITURE

The Committee received the Petty Cash Account as at 31st March 2018 and was advised that the Petty Cash Expenditure spreadsheet formed part of the Annual Financial Accounts, which were presented to the Committee later in its meeting. It was –

Resolved – that the Petty Cash Account Spreadsheet as at 31st March 2018 be received, noted and approved.

17074- FINANCIAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018

The Committee received and considered the out-turn figures for the Financial Accounts of the Town Council for the year ended 31st March 2018. Included with the Summarised Income and Expenditure Account were a detailed Income and Expenditure Account, the Local Government Act 1972 Section 137 Expenditure and the Statutory Powers used for other expenditure. There was also a Balance Sheet, Bank Reconciliation, updated Asset Register, Supporting Notes, Responses to the Internal Auditor’s Interim Report for 2017/18, Analysis of Petty Cash, Analysis of Significant Variances between Budget and Actual Figures for the year end 31st March 2018 and a Detailed Variance Analysis between the Income and Expenditure of 2016/17 and 2017/18. The Clerk requested that the Accounts be received, noted and approved and that authorisation be given to the Chair of the Committee to sign the Accounts prior to the Internal Audit Report. It was –

Resolved – that the Final Accounts as presented by the Clerk for the Financial Year 2017/18 be received, noted and approved and it be approved that the Chair of this Committee and the Clerk sign the Balance Sheet as shown on page 5 of the appended notes to the Accounts. The Committee also thanked the Clerk and Staff for the detailed accounts presented and the alacrity in which they were produced.

17075- TRIBUTE TO THE FIRST WORLD WAR FALLEN

The Committee was reminded that at the meeting of the General Purposes Committee held on 27th February 2018 reference had been made to the possibility of Buckley hosting a life size figure of a British Soldier, which was appearing as part of a charity art installation across the Country, commemorating the 100th anniversary of the end of the First World War. The Town Centre Manager had looked into the possibility and had advised the March meeting of the General Purposes Committee that the figure already had a set itinerary as to where it was to be displayed. However, a 10 inch version of the silhouette could be ordered and this could be engraved with the Town Council's name as an act of commemoration, the item could then be displayed permanently in the Council Chamber. The General Purposes Committee had confirmed its agreement for the 10 inch silhouette to be procured. The Committee was shown the 10 inch silhouette, which had recently arrived and was advised that the cost had been £32.99. The Committee was advised that the engraving would be arranged in due course. It was –

Resolved – that the Clerk's report be received and noted, the actions taken in purchasing the silhouette be approved, that the engraving should take place as soon as practicable and the figure displayed in the Town Council Chamber on a permanent basis.

CHAIR