



FLINT TOWN COUNCIL

CYNGOR TREF Y FFLINT

Mrs. Lesley Wood
Town Clerk

email: townclerk@flinttowncouncil.gov.wales

September 2023

Dear Councillor,

You are hereby requested to attend the Hybrid Meeting of the **FINANCE & POLICY COMMITTEE** on Monday 18th September 2023 at 6.30p.m. to discuss the following agenda.

The physical venue will be the Town Hall, Flint, CH6 5NW. Should you wish to attend virtually via Zoom, please email or telephone the Town Clerk to request the meeting ID at least three working days prior to the meeting.

In accordance with the Local Government and Elections (Wales) Act 2021, the summons to attend a meeting will now be sent to members electronically. If a member wants to receive the summons in writing rather than electronically, you must give notice in writing to myself and specify the postal address to which the summons should be sent.

Yours faithfully,

Town Clerk

AGENDA

1. Apologies

2. Public Enquiry Item

In accordance with the agreed criteria (copies will be available at the meeting) any member of the public present can ask a question or make comment on any agenda item

3. Declaration of Interest – Member's Code of Conduct

4.To confirm as a correct record the minutes of the meeting held on Monday 17th July 2023

5. Clerks update on matters arising from the previous meeting, if any

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6. Accounts for Payment

To consider the Schedule of Accounts, Standing Orders and Direct Debit Payments.

7. Council Policies

To review and adopt the following Council's Policies:

Training Policy
Fire Risk Assessment
Essential Car Allowance Policy
Lone Worker Policy

8. To approve any matters of a financial nature agreed at the Committee Meetings of the 18th September 2023

FINANCE & POLICY COMMITTEE

The Minutes of the proceedings of the hybrid meeting of the Finance & Policy Committee, held on Monday 17th July 2023.

PRESENT: Councillor B. Goldsborough (in the Chair).

Councillors: M. Buckley, P. Cunningham, D. Challenger, C. Griffiths, E. Jones, M. Perfect, V. Perfect and M. Whittaker.

APOLOGIES FOR ABSENCE: Councillors: N. Davies, R. Davies, L. Leigh, M. Moore, I. Roberts and J. Stoneley.

IN ATTENDANCE: L. Wood, Town Clerk and N. Thornton, Support Officer.

58. PUBLIC ENQUIRY ITEM

There were no public enquiry items.

59. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations of interest made.

60. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 19th June 2023 be approved as a correct record and signed by the Chair.

61. ACCOUNTS FOR PAYMENT

The accounts for payment totalling £31,339.90 were circulated to Council for approval.

RESOLVED: That the accounts for payment totalling £31,339.90 on the schedule be approved for payment.

62. AUDIT OF ACCOUNTS 2022/23

a. Internal Audit

The meeting considered the Report and Action Plan of the Internal Auditor, JDH Business Services Ltd; copies of which had been previously circulated. The Clerk detailed the issues and reported the action to be taken.

RESOLVED: That the report of the Internal Auditor for the 2022/23 accounts and the report of the Clerk in responding to the Action Plan issues be noted.

b. External Audit

Members had previously been circulated with a copy of the Accounting Statements, Annual Government Statement – Part 1 and Part 2 and also a section completed by the Internal Audit.

RESOLVED: That the Accounting Statement of the Annual Return be approved and certified by the Chair and the Town Clerk.

63. PLAY AREA MATCH FUNDING SCHEME

The Council considered a letter from Aura Leisure and Libraires regarding match funding proposal for Pen Goch play area.

The Clerk reminded Councillors at the Budget meeting in January, £10,000 was allocated to Play Area Improvements.

Councillor Mrs. M. Perfect proposed £10,000 was committed from the Council for this scheme, however with a caveat the play area must include inclusive play equipment for all children. Councillors agreed.

RESOLVED: That the Clerk will inform Aura Leisure and Libraries that the Council confirm to match fund £10,000 for the Pen Goch play area improvements.

64. FLINT TOWN FIREWORK DISPLAY

The Council considered a letter from the RNLI regarding a financial donation for the 2023 Town's Firework display.

The Clerk reminded Councillors at the Budget meeting in January that £500 was allocated to Fireworks.

Councillor M. Perfect reminded Councillors that last year we considerably increased the donation as the town had been unable to have a display the previous year due to covid and lock down and proposed that for this year, £500 was donated.

The Chair, Councillor B. Goldsborough added that a Financial Application form should be completed.

RESOLVED: That the Clerk will inform the RNLI of the £500 donation and ask they complete the Financial Application form before payment is made.

65. FINANCIAL ASSISTANCE APPLICATION FORM

The Council considered a Financial Assistance application form, however due to the group being outside of Flint, the Councillors agreed they were unable to make a financial donation but wishes the group every success with their fund raising.

RESOLVED: That no financial assistance will be made.

66. COUNCIL POLICIES

The Council considered the following Council Policies for approval and adoption.

Annual Report
Biodiversity Report
Retention Policy

RESOLVED: That the Annual Report; Biodiversity Report and Retention Policy were approved and were adopted by the Council.

67. BUDGET MONITORING REPORT

The meeting considered the Budget Monitoring report and Bank reconciliation statement, copies of which had been previously circulated to Members. See Appendix A.

RESOLVED: That the financial information be noted and approved.

68. TO APPROVE ANY MATTERS OF A FINANCIAL NATURE AGREED AT THE COMMITTEE MEETINGS OF THE 17th JULY, 2023

The Chairman asked for all Councillors to approve and adopt the financial recommendations made at each of the Committee meetings earlier this evening.

RESOLVED: The Council approved and adopted all financial recommendations from the Committee Meetings.

Date of Council Meeting	Monday 17th July, 2023
..... Chairman	