

Minutes of a meeting of the Environment and Finance Committee held on Monday the 14th March 2016 at 7pm at the Town Hall, Denbigh.

Present: Councillors Colin Hughes (chairman), Roy Tickle (deputy chairman), Raymond Bartley, Colin L Hughes, Brian Davies, Gaynor Wood-Tickle, Catherine Jones, Marilyn Jones (arrived 7.15pm) and Medwyn Jones (Town Clerk).

Observing: County Councillor Gwyneth Kensler (arrived 7.20pm)

Apologies: None.

The chairman welcomed all to the meeting.

1. Declaration of Interest: The following declarations were received:

- (1) Cllr Raymond Bartley - any matters relating to Denbighshire County Council - personal.
- (2) Cllr Colin Hughes – any matters relating to Denbighshire County Council - personal.

2. The minutes of the Environment and Finance Committee meeting held on the 15th February 2016 were received and approved.

3. Matters arising: None.

A. Environment.

- 1. Dr Evan Pierce Memorial Garden.** (1) The town clerk referred to the e-mail response received from Prue Probert which was noted.
(2) The town clerk referred to the letter received from Sodexo which was noted
- 2. Old Ruthin Road Bus Shelter.** It was reported that damage had been caused to the shelter. The shelter was owned by the town council. The town clerk referred to the quotation received from Pen y Bryn Joinery for the repairs required – the quotation was accepted.
- 3. Footpath Clearing.** The town clerk referred to the quotation received from Paul Liversidge for the coming season – the quotation was accepted.

A. Finance

1. Accounts: The following accounts were approved for payment:

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|-----|---|---|-----------|
| (1) | Gwyn Jones – heritage lecture fees (4.2.16 & 25.2.16)
(Cheque no.005831) | - | £50.00 |
| (2) | Ernest Martin – lock and open Dr E P Garden (February)
(Cheque no.005832) | - | £60.00 |
| (3) | Sodexo – grounds maintenance – Dr E P Garden (February)
(Cheque no.005833) | - | £605.88 |
| (4) | Catrin Gilkes – translation service 22.2.16
(Cheque no.005834) | - | £95.00 |
| (5) | Trinity Mirror – job advert
(Cheque no.005835) | - | £1,080.00 |
| (6) | D Bryn Jones – translation facilities at Council AGM 1.5.15
(Cheque no.005836) | - | £200.00 |

(7)	E Gwynn Matthews – heritage lecture fee 3.3.16 (Cheque no.005837)	-	£100.00
(8)	Canda Copying – photocopier charges (Cheque no.005838)	-	£191.78
(9)	Catalyst Systems – offsite secure data storage (February) (Cheque no.005839)	-	£21.52

Total payments: £2,404.18

2. The financial report for the period 1.4.15 – 29.2.16 was accepted and noted.

3. Internal Audit 2015/2016 accounts:

- (1) JDH Business Services Ltd - internal audit plan and guidance notes – the town clerk referred to the information received which was noted and accepted. The town clerk further reported that the internal audit was to take place on Friday 15th April 2016.
- (2) JDH Business Services Ltd – cost of internal audit – the town clerk referred to the quotation received which was noted and accepted.
- (3) Internal Audit Review. In order to comply with governance and accountability there was a need for the council to carry out a review of the effectiveness of the council's internal audit. The eight members present being satisfied the internal audit as carried out by JDH Business Services Ltd was effective signed a document to that effect.
- (4) Internal Financial Control. The eight members present being satisfied that the checks carried out for each quarter in the current financial year confirmed that all entries in the cash book were correct signed the certificate of internal financial control.

4. Other financial matters: The receipt of £1,053.73 from HMRC re VAT refund was noted.

5. Grant Aid: 1. The letters and e-mails of thanks received from (1) Denbigh in Bloom, (2) Urdd, (3) Denbigh People's Market, (4) Tenovus were noted.

2. The following applications for grant aid were considered in detail and decisions on each made as follows:

- | | | | |
|-----|--|---|---------------------------------|
| (1) | Denbigh Men's Shed | - | £620 (S.137)(Cheque no.005840) |
| (2) | Eirianfa Association | - | £1,500(S.137)(Cheque no.005841) |
| (3) | Love Lane Neighbourhood Watch - in view of one grant already made during the current financial year it was agreed to defer the application until the new financial year. | | |
| (4) | Cadi Mars Jones – application turned down as the council did not have the power to make grants to individuals. | | |
| (5) | Macmillan Cancer Support | - | £100 (S.137)(Cheque no.005842) |
| (6) | Denbigh & Flint Show - in view of one grant already made during the current financial year it was agreed to defer the application until the new financial year. | | |

Total grant aid payments: £2,220.

3. Denbigh Town Football Club. The town clerk referred to the letter received informing the council that the grant of £1,500 made September 2015 had not as yet been used and requesting that the club be allowed to retain the grant until the start of the new football season, when it was proposed to purchase the portable floodlights. The letter was noted with thanks for the information and it was agreed that the request be acceded to.

5. **Denbigh Museum.** The town clerk referred to the email received from Cllr Gwyneth Kensler requesting the council to pay the invoice for repairs to the roof. Cllr Roy Tickle asked, that as landlord, why was the council not approached stating that the work was required. Cllr Kensler responded that it had been an emergency. Cllr Kensler went on to state that she took on board the comment made. It was agreed that the invoice in the sum of £96 be paid.
6. **Tower Mint Ltd – HM Queen Elizabeth 90th Birthday Commemorative Medal for schools and councils.** It was agreed to note the correspondence.

There being no further business, the meeting closed at 7.44pm.

Signed:(chairman)

Date:.....