

Minutes of a meeting of the Environment and Finance Committee held on Monday the 18th April 2016 at 7pm at the Town Hall, Denbigh.

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

Observing: Mrs Jenny Barlow.

Apologies: Cllr Colin Hughes (chairman).

In the absence of the chairman, the meeting was chaired by the deputy chairman Cllr Roy Tickle. The deputy 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 Raymond Bartley – grant aid – Denbigh Aged and Disabled – personal & prejudicial
- (3) Cllr Raymond Bartley – grant aid – Denbigh Carnival – personal & prejudicial.
- (4) Cllr Raymond Bartley – agenda item 5 – Denbigh in Bloom – personal.
- (5) Cllr Catherine Jones – grant aid – Denbigh Carnival – personal and prejudicial.
- (6) Cllr Catherine Jones – grant aid - Pigfest – personal and prejudicial.
- (7) Cllr Catherine Jones – agenda item 5 – Denbigh in Bloom – personal.
- (8) Cllr Gaynor Wood-Tickle – agenda item 5 – Denbigh in Bloom – personal.

2. The minutes of the Environment and Finance Committee meeting held on the 14th March 2016 were received and approved.

3. Matters arising: None.

A. Environment. There were no Environmental matters.

B. Finance

1. The List of payments made by the town clerk during the period 22nd March 2016 – 31st March 2016 was noted and approved – six payments totalling £7,824.18.

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

- | | | |
|---|---|-----------|
| (1) European Walled Towns – 2016 membership
(Cheque no.005856) | - | £100.00 |
| (2) Catalyst Systems – 12 month on site maintenance of IT equipment
(Cheque no.005857) | - | £420.00 |
| (9) Zurich Municipal – annual council and former courthouse
insurance premium
(Cheque no.005858) | - | £5,691.52 |
| (4) Pen y Bryn Joinery – repair to bus shelter on Old Ruthin Road
(Minute A2 dated 14.3.16 refers)
(Cheque no.005859) | - | £234.0 |
| (5) MAC3 – 12 months council website hosting
(Cheque no.005860) | - | £69.00 |

Total payments: £6,514.52

3. **The financial report for the period 1.4.15 – 31.3.16 was accepted and noted.**
4. **Quarterly Bank Reconciliations 2015 / 2016.** During the course of the meeting all the members present inspected the March 2016 quarter reconciliation in the cash book and each member certified the entries accordingly.
5. **End of 2015/2016 Financial Year Report.** The end of year report (31.3.16) including the balances profile was noted and accepted with thanks to the town clerk.
6. **The receipt of £1,470.32 from HMRC re VAT refund was noted.**
7. **Other financial matters:** (1) The quotation received from Greenfingers re the Town Hall and Library flower displays was considered. The quotation was the same as that for 2015. It was **Resolved that the quotation be accepted.**
8. **Grant Aid:** 1. The letters and e-mails of thanks received from (1) Eirianfa Association, (2) Denbigh Men's Shed and Macmillan Cancer Support were noted.

2. The list of grant aid payments made during the 2015/2016 financial year was noted.

3. To discuss and recommend a policy on grant aid payment for the current financial year 2016 / 2017: As this meeting was the first meeting of the new financial year it was agreed that the council's grant aid policy be reviewed. A great deal of concern was expressed with regard to the council policy to place a ceiling of £1,500 on applications received. Since the policy was agreed it would appear, once again, that many more applications were being submitted for £1,500 and above. Reference was also made to paragraph 6 of the notes of guidance attached to the application form, namely that any grant made over £1,000 a report must be provided on how the money was spent. It was agreed that all applications for large amounts must be deeply scrutinised. It was agreed to adopt the following policy to ensure that there was sufficient funding to cover all grant aid applications received during the year:

(1) Applications from national charities – continuation of £100 per application but to retain a prerogative if a specific local situation or emergency.
(2) Applications from local charities – continuation that each application be dealt with on its merit.
(3) A ceiling of **£1,500** be placed on each application. It was also agreed that each application be carefully scrutinised and if need be further details requested. Consideration for larger grants than £1,500 could be made if the application, following scrutiny justified the higher grant.
(4) Each application must be accompanied by a balance sheet or accounts or if not available an explanation as to why this was so with the exception of no.1 above. It was important that applicants complied with this requirement and if not the application would not be decided upon.
(5) All grants allowed which exceeded £1,000 applicants must submit a written report on how the grant was spent - the report to be submitted to the town council within 6 months of the completion of the event / project.

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

(1) Denbigh & Flint Show (deferred from 14.3.16) - £350 (S.137)(Cheque no.005861)
(2) Love Lane Neighbourhood Watch (deferred from 14.3.16) - £200 (S.137)(Cheque no. 005862)

- (3) Denbigh Aged and Disabled - £1,500(S.137)(Cheque no.005863)
(Cllr Bartley, having declared an interest, left the chamber whilst the application was discussed)
- (4) Denbigh Carnival - £3,000(S.137)(Cheque no.005864)
(Cllrs Bartley and Jones, having declared an interest, left the chamber whilst the application was discussed).
- (5) Pigfest – It was **Resolved** (unanimously) **to defer a decision until such time as information was received following discussions between the applicant and the Plas Pigot Country Club.**
- 5. E Mails from Lyndsey Tasker & Caryl Jones re Denbigh in Bloom. The town clerk also referred to the further correspondence received from Lyndsey Tasker. It was reported that there had been some differences within the committee. It was agreed to defer any decision to see what the future held for the group.

There being no further business, the meeting closed at 7.50pm.

Signed:(chairman)

Date:.....