

Minutes of a meeting of the Environment and Finance Committee held on Monday the 21st November 2016 at 7pm at the Town Hall, Denbigh.

Present: Councillors Roy Tickle (Deputy Chairman), Colin L Hughes, Gaynor Wood-Tickle; & Jenny Barlow (Town Clerk).

Apologies: Cllrs Colin Hughes, Raymond Bartley, Marilyn Jones & Catherine Jones.

The deputy chairman welcomed all to the meeting.

- 1. Declaration of Interest:** None were received.
- 2. The minutes of the Environment and Finance Committee meeting held on the 17th October 2016 were received and approved.**
- 3. Matters arising: None**
 - A. Environment.** None.
 - B. Finance**

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

(1)	E Jones & Son – batteries (Cheque no 006025)	-	£29.97
(2)	Boylan & co – white gloves (Cheque no 006026)	-	£16.75
(3)	Sodexo – Grounds Maintenance Dr EP Garden October 16 (Cheque no 006027)	-	£339.60
(4)	Workplace-Worksafe - Hi-Viz jacket (Cheque no 006028)	-	£29.33
(5)	Cyfieithu Cymunedol – translation 24 th October (Cheque no 006029)	-	£130.26
(6)	Sandra Williams - translation 19/09, 17/10 & 18/10 (Cheque no 006030)	-	£309.60
(7)	Travel Claim – Cllr R Bartley, 21/10/16 (Cheque no 006031)	-	£10.80
(8)	Catalyst – USB, access point & labour – wireless access At Denbigh Archive (Cheque no 006032)	-	£157.20
(9)	Catalyst – Printer & labour at Denbigh Archive (Cheque no 006033)	-	£458.40
(10)	Catalyst – Monthly Backup for October (Cheque no 006034)	-	£23.99
(11)	Photostatic – photocopies 26/09/16 – 27/10/16 (Cheque no 006035)	-	£26.38
(12)	Poppy appeal, Remembrance wreath (Cheque no 006036)	-	£30.00
(13)	Welsh Water, Dr EP Garden 18/05/16 – 07/11/16 (Cheque no 006037)	-	£732.29
(14)	BT, office phone 18/08/16 – 08/11/16 (Cheque no 006038)	-	£394.16

(15)	N & MW Assoc of Local councils – annual membership (Cheque no 006039)	-	£55.00
(16)	Blachere – brackets & costs (Quote full council meeting item 34) (Cheque no 006040)	-	£17,912.21
(17)	Zen monthly fee 11/12/16 – 10/01/17 (Cheque no 006041)	-	£18.37
(18)	ADT – CCTV wires in town clerk's office (Quote full council meeting item 103/b/3) (Cheque no 006042)	-	£510.48

Total payments: £21,184.79

2. **Other financial matters:** Quotation from Catalys for the repair of the Archive laptop of £72.00 which was agreed.
3. **The financial report for the period 1.10.16 – 30.10.16 was accepted and noted.**
4. **Financial report for the period 01.04.16 – 30.09.16 was accepted and noted.**
5. **Half yearly financial report (30.09.16) was accepted and noted.** The cashbook was signed as confirmation of balancing.
6. **External Audit** – a final report has been received with no new recommendations. Advice received – The council must implement the recommendation made by internal auditor to improve the financial systems of the council as soon as possible or in any event the end of the current financial year. Copy of the audit with minutes.
7. **Internal Audit** – notification received from JDH offering a half yearly audit of the accounts. The benefits were discussed and agreed to accept. The half yearly audit will incur an additional audit cost of £96 plus VAT.
8. **Credits:**
 - a) £120 refunded by Photostatic, direct payment. (Cheque number 005998)
 - b) £1500.07 donations received following fireworks display. (To include £40 donation)
9. **Grant Aid:**
 1. To note receipt of letters and e-mails of thanks –
 - a) Zen, receipt of Chq no 006018 £18.37.
 - b) CAB Denbighshire, receipt of grant aid for Denbigh.
 - c) North Wales Cancer Appeal, receipt of grant aid £100.
 - d) Llangollen 2017, letter of thanks re grant aid of £100.
 - e) Confirmation of grant aid receipt, Denbigh Youth Project.
 - f) Denbigh Round Table, confirmation of grant aid cheque £350.
 2. The following applications for grant aid were considered in detail and decisions on each Made as follows:

Food and Fun – S137 (Cheque no 006043)	- £300.00
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3. The following applications for other grant aid were also considered in detail and decision made on each as follows:

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| a) Local Marie Curie – SL 137
(Cheque no 006044) | - | £100.00 |
| b) Radio Glan Clwyd Christmas Toy Appeal – S137
(Cheque no 006045) | - | £50.00 |
| c) Ysgol Frongoch – S137
(Cheque no 006046) | - | £60.00 |

- 10. Bank Signatory** – Due to the retirement of Cllr Brian Davies a new bank signatory was required. It was proposed that Cllr Roy Tickle be nominated and this was seconded. Cllr Roy Tickle agreed with this. The town clerk is to contact the bank to make the necessary arrangements.

There being no further business, the meeting closed at 7.45pm

Signed:(chairman)

Date:.....