



MINUTES OF FINANCE MEETING

HELD AT THREE CROSSES COMMUNITY CENTRE ON THURSDAY, 15TH SEPTEMBER 2016 AT 9.00pm

PRESENT:

Community Councillor

Paxton Hood –Williams [PHW]
Belinda Hansford (BH)
Nigel Aubrey (NA)

Community Councillor

Kevin White (KW)
Warren Smart (WS)
Khan Prince (KP)

Clerk: Ian Donaldson

**Meeting commenced 9.00pm Community Councillor Paxton Hood-Williams
(Chairman of the Community Council) Presiding**

ITEM	HEADING	ACTION BY
842	<p><u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Daniel Jones.</p>	
843	<p><u>DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST</u> There were disclosures of personal prejudicial from the following councillors: Cllr Hood-Williams in respect of the CDSA and WI. Cllr Smart in respect of the CDSA. Cllr Prince in respect of the Playgroup. Cllrs Aubrey and Hansford in respect of the WI.</p>	
844	<p><u>MINUTES OF PREVIOUS MEETING</u> Cllr Smart proposed that the minutes from 16th June 2016 be accepted as a true record of the proceedings with one amendment to item 800. Cllr White seconded this and the motion was carried unanimously with Cllrs Aubrey, Prince and Hood-Williams abstaining since they were not at that meeting.</p>	
845	<p><u>VERIFY BANK & CASHBOOK RECONCILIATIONS</u> The clerk produced the cashbook reconciliations checked by Cllr Aubrey, as the appointed councillor, who had confirmed that the monthly reconciliations produced by the clerk were up to date. However Cllr Aubrey had noticed two errors in the cash book which needed correcting before signing. The clerk would produce an amended document.</p>	
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CHAIRMAN OF THE COMMUNITY COUNCIL:

_____ Cllr P Hood-Williams

846	<p><u>ACTUALS V BUDGET FOR END Q2 2016/17</u> The clerk tabled a spreadsheet of actuals v budget up to end of September. He explained that there were no real concerns on spend or income. There were no questions.</p>	
847	<p><u>TO OPEN TENDERS RECEIVED FOR THE 2016-19 GROUNDS MAINTENANCE CONTRACT</u> The clerk reported that he had received back three tenders in sealed envelopes. The chairman asked him to take them to another table and open them without indicating to the meeting who they were from. The clerk read out the summary page from each tender as 'A', 'B' and 'C' once he was satisfied that each contractor was capable of providing the services specified and required. Tender 'A' was the lowest, 'B' higher and 'C' the highest of all. After a lengthy discussion regarding the annual costs of each tenderer it was proposed by Cllr Smart that 'A' be awarded the contract. This was seconded by Cllr White and unanimously agreed. The clerk then revealed that tender 'A' was from Bay Landscapes Ltd, the current service provider. The clerk was asked to contact all tenderers to thank them.</p>	ID
848	<p><u>TO CONSIDER APPLICATIONS FOR COMMUNITY AWARDS 2016/17</u> The clerk presented a spreadsheet showing the applicants and their requests. Item 3 – Three Crosses WI – Cllrs Hansford, Hood-Williams and Aubrey left the room for this item to be discussed. Cllr Smart proposed and Cllr Prince seconded the award of £500 towards the cost of an outing to celebrate the 90th Birthday of Three Crosses WI. This was carried unanimously. Item 4 – Coed Lan Senior Citizens Club – Cllr Hansford proposed and Cllr Aubrey seconded the award of £550 towards their Christmas Lunch. This was carried unanimously. Item 5 – Crwys PTA – After discussion about the lack of a chairperson for the PTA this year, the clerk was asked to verify that the treasurer still had control of the bank account. <i>[this was verified by the clerk on 16/9/16]</i>. With the proviso the it could be verified, Cllr Price proposed and Cllr White seconded the award of £960 towards transport costs for STF children to attend the gymnastic centre. Carried unanimously. Item 6 – Three Crosses Playgroup – Cllr Prince left the room whilst this item was discussed. Cllr Smart proposed and Cllr White seconded the award of £250 towards new equipment and a visit to Poundffald Farm at Christmastime. Carried unanimously. Item 7 – 1st Three Crosses Guides – The clerk explained that he had received an application from Joanne Alder but that the exact details of the application were still being sought. It was agreed that the item be held in abeyance until such time as the grant request be quantified. Item 8 – Mindfulness Stress Management Course – the clerk presented the detailed submission from Amy Flynn who wished to run an 8 week course in the community centre. The course would last about 1hr 15mins and be provided free to those registering. Ms Flynn is a qualified counsellor and meditation teacher and her parents still live in</p>	ID

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848	<p>Three Crosses. She would claim only travelling, refreshment and resource expenses. The council discussed the application at length with some expressing reservations about starting free courses again at the centre, the experience of the poorly attended computer skills courses was mentioned.</p> <p>It was agreed unanimously that the clerk write to Ms Flynn and offer her 4 x 1.5 hr free weekly sessions to start her courses. She could also use the noticeboards, website and facebook page to advertise them.</p> <p>Items 1 & 2 – CDSA – Cllrs Hood-Williams and Smart left the room whilst these items were discussed. Cllr White proposed and Cllr Prince seconded the award of a grant of £2910 to the CDSA to cover the costs of maintaining the Community Woodland, the path network and insurance for the entire area including sports field. This was carried unanimously.</p> <p>Cllrs Hood-Williams and Smart re-entered the room.</p>	ID
849	<p><u>TO DISCUSS SALARY PAY SCALES FROM DECEMBER 2016</u></p> <p>The clerk explained that he had received notification of the pay scales to be used for 2016/17 from the joint NALC & SLCC. After discussion it was proposed by Cllr White and seconded by Cllr Aubrey that the Hall Manager be moved to Grade 13 of the Below LC Scale, applicable to staff other than the clerk from January 2017.</p> <p>The issue of the clerk’s salary scale for 2017/18 would be discussed in the next Finance meeting.</p>	ID
850	<p><u>DATE OF NEXT FINANCE MEETING</u></p> <p>It was agreed that the next meeting would be on 19th January 2017 after the normal Council Meeting.</p> <p>The council would consider the 2017/18 Budget, reserves held and set the precept for 2017/18.</p> <p>The meeting closed at 10.14pm</p>	

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