



**28th December 2018**

Dear Councillor;

You are hereby summoned to attend a **COUNCIL FINANCE MEETING** in the **COUNCIL CHAMBER, 101 High Street, Blaenavon, at 6:30 pm on WEDNESDAY 9<sup>th</sup> JANUARY 2019**

Members of the public have the right to ask questions at Council meetings and to speak in Welsh or English, provided that at least 3 working days' notice in writing of the question has been provided to the Clerk.

### **Agenda**

1. To receive any questions from the public.
2. To receive and accept apologies.
3. **Declarations of Interest:** Members are invited to declare any interests they may have in any items on the Agenda.
4. **Council Meetings:** To confirm the minutes of the Council Finance Meeting held on the 14<sup>th</sup> November 2018.
5. To receive the Interim Internal Audit report from Mr Andy Smith (Internal Auditor)

By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the remainder of the meeting on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

6. To receive and consider the **2019/20** Draft Budget and Budget Report.
7. **Responsible Finance Officer's Update:** To receive the November and December

2018 financial update.

Yours Sincerely

Kevin Warren. MInstLM. FCMI.

Clerk to the Council.



## **BLAENAVON TOWN COUNCIL**

### **MINUTES OF THE COUNCIL FINANCE MEETING**

**HELD ON WEDNESDAY 9th JANUARY 2019 AT THE COUNCIL CHAMBER, 101  
HIGH ST, BLAENAVON.**

#### **In attendance:**

Councillor: Jac Denley - Jones (In the Chair)

Councillors in attendance: S. Bright, G. Davies, S. Evans, N. Horler, J. Huybs, J. Jones, B. Lewis, G. McCann.

Visitors: Mr Andy Smith – Internal Auditor

The Finance meeting of the Council was opened at 6:30pm by the Chairman Councillor Jac Denley - Jones who welcomed everyone to the meeting and thanked them for their attendance.

#### **1. To receive any questions from the public.**

None present

#### **2. Apologies**

Cllrs L. Evans, P. Roberts, A. Jones

#### **3. Declaration of interests**

None declared

**4. To confirm the minutes of the Council Finance Meeting held on the 14<sup>th</sup> November 2018 as a true and accurate record**

The minutes were read for accuracy with no amendments being offered. It was proposed by Cllr Janet Jones and seconded by Cllr Denley – Jones that the minutes be approved. This was agreed.

A brief update was provided by Cllr Gareth Davies in relation to the bid previously discussed regarding the Healthy Living Activity Project.

The bid that was submitted by TCBC has been rejected and further work will now take place in terms re submission. A further update will be provided.

A brief discussion then took place amongst members regarding potential drug use within the Town and that a recent police operation involved the execution of drugs warrants.

Members were concerned regarding reports of potential drug use at locations within the Town namely the public toilets at Lion Street and in the vicinity of the Hwb youth facility in Broad Street Blaenavon.

It was discussed and decided by members that an invite be afforded to PC Ellis the Neighbourhood Officer for Blaenavon and Hannah Lewis the Hwb Youth manager to attend a Council meeting and provide an update to members regarding their concerns.

**Resolved:** Minutes approved unanimously. Clerk to invite PC Ellis and Hannah Lewis to update members at a future council meeting.

**5. To receive the Interim Internal Audit report from Mr Andy Smith (Internal Auditor)**

Mr Andy Smith the Council's appointed internal auditor updated members regarding the interim audit report that was completed in December 2018. The report had been sent out to members for their perusal prior to the finance meeting.

Mr Smith outlined to members that the Council's financial management and governance was extremely robust and highlighted no recommendations other than the final completion of the asset register which was currently in hand together with an agreement regarding the proposed budget for 2019/20.

There were no questions from members. Mr Smith was thanked for the preparation of the interim report together with the support he has provided to the Council to date.

**Resolved:** Members noted the update.

## **6. To receive and consider the 2019 / 20 Draft Budget and Budget Report**

Mr Warren the Responsible Financial Officer referred to the proposed Budget for 2019/20 together with a Budget report. All documents had been sent out to members for their perusal prior to the finance meeting.

A detailed discussion took place amongst members regarding both documents together with the current budget covering the 2018/19 period. The proposed 2019/20 budget outlined the proposed spend plans these being:

- Grants
- Salary / Allowances
- Projects
- Income
- Establishment

It was noted and discussed by members the substantial amount of money that had been generated for local projects as a result of the Council's match funding initiatives. This level of delivery was filling some of the gaps being left by TCBC.

It was also noted the substantial amount of money that had been spent on recent projects namely the Cinema Seats for the Workmen's Hall and Xmas Lights. This was in line with the objectives that had been agreed in the Town Council Business Plan.

In comparison other impactful community projects had been completed with a minimum of expenditure for example the Intergenerational Project together with the Swimming Project.

Members were in agreement that this level of delivery should be made available to the community using media opportunities.

As a result of further discussions by members it was proposed by Cllr Gareth Davies and seconded by Cllr Jackie Huybs that the proposed budget for 2019/20 be accepted together with a precept increase to £130k.

Cllr Janet Jones proposed an amendment that the precept be increased to £120k. This proposal was not seconded.

A vote was taken on the proposal to accept the proposed budget for 2019/20 and to raise the precept to £130k. This was accepted by 8 votes to 1.

This decision will be placed before the Full Council on the 23/1/19 for full ratification.

**Resolved:** To refer the acceptance of the proposed Budget for 2019/20 to the next Full Council meeting on the 23/1/19 for final ratification.

**7. Responsible Finance Officer's Update: To receive the November and December 2018 financial update.**

Members were presented with the November and December 2018 financial update by the RFO Kevin Warren. The areas alluded to in the presentation were:

- Income and Expenditure
- Credit Card Payments
- Cheques Written
- Cash Book Transactions
- Bank Reconciliation
- VAT Accrued
- Budget

Members were happy with the statement of accounts and this was signed by the Chairman Cllr Jac Denley- Jones

**Resolved:** Financial update accepted by members.

The meeting was ended at 7:50pm

**Chairman Signed:**

**Date: 13/2/19**