

NEWPORT TOWN COUNCIL / CYNGOR TREF TREFDRAETH

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**MINUTES OF BUDGET AND FINANCE MEETING HELD at 7.00.P.M. on 19th
November 2014
in UNIT 3, THE OLD SCHOOL, LOWER ST MARY ST, NEWPORT**

Persons Present: Cllr. Elaine Lloyd (Chairperson) Cllr. John Evans,
Cllr. Rosamund Cleal, Cllr. Mike Phillips,
Cllr. Peter Harwood Cllr. Paul Harries
Town Clerk

Apologies: Cllr. Rosamund Cleal Cllr. Jon Letten
received from

Item		Action
1.	Minutes/Cofnodion of the meeting on 15th October 2014	
2	Matters Arising/Materion yn Codi	
2.1	Kathryn Bradbury and Sandra Bayes were present as they had been invited. Kathryn Bradbury from Planed thanked the Town Council for the invite to speak about possible funding opportunities that may be of interest to the town council.	
2.2	Cllr. Harries declared an interest as he is on the Planed Board.	
2.3	Kathryn continued that she works with Community Forums that can access certain private pots of funds. These funds could be used in light of the many cutbacks that are happening with PCC. Planed and PAVS can help with seeing if they can source any funding. The Welsh Government has re-launched the Community Facilities Fund. They are looking for projects that can secure local services. This could apply to the Town Council. Community Share options. Investment in something that will pay back the money. One example is Cardigan. The Community have invested money (around £250 each). Under Co-op rules, each person has the same vote, and all are equal. They have purchased the old Co-op building and old police station building and have turned it into a car park, this brings in revenue. They have also just bought another building which will be converted into a bunkhouse.	

2.4	Chris Thomas is very involved and is an inspirational speaker. It would be a good idea to invite him to come and speak to us.	Clerk
2.5	Haven's Community Council have raised £8k between community members and holiday home owners to update/improve their wooden boardwalk. This money was used as match funding and they have been awarded £58k from the Landfill Fund.	
2.6	Cllr. Harries agreed that Planed have helped Newport a lot in the past with projects.	
2.7	Planed do not have much funds themselves to give to projects but they can help and advise.	
2.8	Sandra Bayes informed the town council that the Forum has written to the Town Council for the last 2 years asking for a pot of money for match funding. Sandra asked the Town Council to consider making some money available for match funding. Sandra presented a letter to the Clerk.	
2.9	The Town Council agreed to consider it and will discuss this matter.	
3	Financial position to date	
3.1	The Accountant had prepared a schedule of Income and Expenditure up to the second quarter which was passed to all Cllrs.	
3.2	Cllr. Harries advised that it will be necessary to set the Preset for next year by January 20 th 2015. There is usually a meeting by January 8 th by which time the proposed budget should be ready.	
3.3	The third quarter figures which are available in December will enable an informed decision can be made on the above.	
3.4	It was considered that a Task and Finish Group would be required for this purpose. Cllrs. Harries, Sajko, Harwood, Evans and Phillips agreed they would form that group and discuss the budgets.	Paul H, MS. Peter H, JE, MP
3.4	There is £52k designated money and £4k which is undesignated.	
3.5	The Parrog Yard money brings in £2k; outgoings from this were £400 for Machinery hire.	
3.6	Cllr. Sajko suggested that Parrog Yard could be refurbished, with new tarmac, white lines for parking spaces.	
3.7	Cllr. Harries asked the Parrog Yard to let the Town Council know what they want to do with the yard, either sell it or invest in refurbishment. They need to bring their proposals to the Town Council.	
		PYd Com

3.8	Cllr. Phillips advised there are 3 options to improve the shed roof.	
3.9	Cllr Evans said that More members were needed on the Parrog Yard committee. Cllr. Sajko agreed he would help.	MS
3.10	Cllr. Evans advised that £8/8k is needed to improve the yard.	
3.11	There is £2k in the Parc y Plant account. This needs to be spent or reallocated to the Children's playground. The £5k that was raised attracted £20k in match funding.	
3.12	Cllr. Phillips advised that £5,992 is being spent on new Market Stalls which is being borrowed from the Parrog Yard account.	
3.13	Cllr. Harries advised that Jane Jamison needs to know which accounts money is being taken from.	Clerk
3.14	There is £40k sitting in a no interest account. Parrog Yard Committee needs to decide what to do with this money.	
3.15	£500 received from PCC for the website, this needs to be reallocated as it had been allocated to the wrong category.	JJ
3.16	All invoices need to be given to Jane Jamison.	Clerk
3.17	Cllr. Harwood advised that Mr T Humfrey's job needs to be re-advertised in January.	Clerk
3.18	Following the Hiring of the room in Unit 3 Rent and rates must now be budgeted for.	
3.19	The figures shown for the Travel and Courses/Banner & Bunting & Website appeared to be in the wrong rows on the schedule.	
3.20	Cllr. Harries advised that invoices for payments need to be put on the Meeting agenda. Invoices to be given to the Clerk at the meeting.	Clerk
4.	Re-allocation of funds	
4.1	Jane Jamison advised that the Clerk needs to keep an eye on the bank statements.	Clerk
4.2	It costs £4,200 a year to run Unit 3 office.	
4.3	Need to apply for a 5% reduction in the rent as we have no heating.	Clerk
4.4	Parrog Yard has roughly £33k to spend.	
4.6	Newport Action Plan to be added to the Agenda for the next TC meeting.	Clerk

Close of meeting. There being no further business the Meeting closed at 8.30pm.

The next meeting to be held in December.