

Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Finance and General Purposes Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 6th March 2018 at 7.00pm.

Present: Chairman – Councillor J R Harris
Mayor – Councillor Mrs S Vaughan
Councillors: J M Andrew, G A Cox, Mrs S M Cox, R S Downe and C George.

In Attendance: Interim Town Clerk – Jackie Griffin.

- 1: Apologies for Absence.**
Councillors Mrs N C Thomas and T L Williams MBE.
- 2: Declarations of Interest.**
None.
- 3: To confirm the Minutes of the Finance and General Purposes Committee Meeting held on 6th February 2018.**
Proposed by Councillor J R Harris, seconded by Councillor Mrs S Vaughan that the minutes of the Finance and General Purposes Committee held on 6th February 2018 be confirmed as a correct record and duly signed.
Resolved as proposed.
- 4: Matters arising from the Committee Meeting held on 6th February 2018, which are not already on the agenda.**
No matters arising.
- 5: Matters arising from the Town Council Meeting held on 20th February 2018, which are not already on the agenda.**
No matters arising.
- 6: Receipts & Payments of Account/Accounts.**
 - 6.1 Receipts & Payments Account/Accounts to be paid for Period 1st April 2017 to 28th February 2018.**
Receipts and Payments Accounts for period 1st April 2017 to 28th February 2018 and the statements of bank balances as at 28th February 2018 were circulated to Members and read.
Recommended that these accounts be approved.

A list of accounts to be settled from 20th February 2018 to 6th March 2018 was circulated to Members and read.
- 7: Grant Aid.**
 - 7.1** Letter of thanks to acknowledge the financial assistance given to the Urdd Eisteddfod.
Noted.

7: Grant Aid (Continued)

7.2 Application from Bridgend Samaritans seeking financial support with their service to the local community.

Proposed by Councillor J R Harris, seconded by Councillor G A Cox, that a payment of £150.00 is made to Bridgend Samaritans.

Resolved that in pursuance of the power conferred by section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that section, the Committee approves the payment of the sum of £150.00 to Bridgend Samaritans.

8: Review of Town Hall Hiring Fees.

Members considered the Annual Review of Hire Charges for the Town Hall. It was acknowledged that maintenance costs are increasing, as well as the considerable rise in Business Rates last year, there will be a future need for capital expenditure for work to the roof of the Town Hall and the Town Hall Clock. It was agreed that the increase was justified but hirer usage had to be considered.

Proposed by Councillor C George, seconded by Councillor J R Harris that the hire charges for the Town Hall should be increased by 3% (rounding the charges up or down where necessary) from the 1st April 2018.

Recommended as proposed.

(Appendix 1 – Proposed Town Hall Hire Charges from 1st April 2018).

9: Review of Limes Cemetery Fees.

Members considered the Limes Cemetery fees and reviewed each fee charged individually. Under section 7 of the fees relating to Searches and Registration Fees it was agreed that the fees for searching the Register of Burials should be discontinued.

(Appendix 2 – Proposed Cemetery Fees from 1st April 2018).

9.1: Amendment to Cemetery Rules and Regulations.

Letter received from the Vale of Glamorgan Council regarding Child Burial Fees. The Welsh Government has agreed by virtue of a Memorandum of Understanding (MOU) dated 23rd November 2017 between the Welsh Ministers, the Welsh Local Government Association and One Voice Wales to adopt a fair and consistent approach across Wales to the fees charged by local government for the burial and cremation of children. The MOU states that burial authorities in Wales will not charge any fees in relation to the standard burial or cremation of a child, defined for these purposes as a person under the age of 18. At the present, the Town Council has adopted no fees for a child up to the age of 16. It was agreed that the Town Council's rules and regulations should be amended in line with the MOU for no fees for a child up to the age of 18.

10: Renewal Town Council Insurance.

The Insurance Policy with Zurich Municipal is due for renewal on 1st May 2018 and the premium for the next 12 months will be £10,304.72. The Town Council currently has a long term agreement with Zurich Municipal. The agreement will mature on 1st May 2019. Members agreed that enquiries should be made to investigate the possibility of obtaining a competitive insurance cover with an alternative company once the current agreement has ended with Zurich Municipal.

Page three

- 11: Appointment of Internal Auditor for Year 2017/2018.**
The Town Clerk had circulated a report on the appointment of the Internal Auditor for the year 2017/2018. The report recommends the Ms Helen Embling ACIB is appointed as the Internal Auditor for the year 2017/2018 at a fee of £250. Ms Embling has already advised that she is prepared to carry out the position once again.
Proposed by Councillor J R Harris, seconded by Councillor Mrs S Vaughan and **resolved** that Ms Helen Embling is appointed as the Internal Auditor for the financial year 2017/2018.
- 12: Appeal Rateable Value Town Hall.**
Still no update from the Surveyor of 'Get Your Rates Right' so the Clerk will chase up the position.
- 13: Cowbridge History Society - Production of a 'Blue Plaque' Self Guide Leaflet.**
E-mail received from Creative Rural Communities advising that there is no scheme to fund the design, print and delivery of a Blue Plaque trail leaflet. However Nia Hollins, Principal Tourism & Marketing Officer at the Vale of Glamorgan Council has offered space within the 'Visit the Vale' Website to promote the plaques as they have done with Llantwit Major's trail.
Recommended that a subcommittee consisting of Councillors J M Andrew, C George and A T Trousdell, is formed to investigate the suggestion.
- 14: Casual Vacancy for Cowbridge with Llanblethian Town Council – Co-option to fill vacancy for Aberthin Ward.**
The Interim Town Clerk advised that at present no applications have been received for co-option, however the closing date is Friday 9th March so there may be some applicants by that date.
- 15: 5 Year Strategic Plan – Finance & General Purposes Committee.**
No update.
- 16: Correspondence.**
- 16.1 Cardiff Capital Region City Deal – Transport Consultation.**
Papers relating to the Cardiff Capital Region City Deal's 'Transport Consultation' giving full details of proposals for improvement to the regions transport were circulated with the agenda. The consultation period closes on 23rd March 2018.
Councillor J M Andrew agreed to prepare a response to be considered by Full Council.
- 17: Matters to be discussed at the discretion of the Chairman.**
No matters arising.
- 18: Date and Time of next meeting.**
Tuesday 10th April 2018 at 7.00pm.

Councillor J R Harris
Chairman.