

QUEENSFERRY COMMUNITY COUNCIL

MINUTES OF FINANCE MEETING HELD ON 26th SEPTEMBER 2023, AT SANDYCROFT COMMUNITY CENTRE, PHOENIX STREET, SANDYCROFT, CH5 2PD.

PRESENT: Councillors: Mrs. C. Jones (Chair), Mrs. P. Connah, Mr. M. Hughes, Mrs. D. Milner, Mr. D. Wisinger.

Mrs. C. Hughes – Clerk and Responsible Financial Officer

F1/23 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors: Mr. C. Bowden, Ms. K. Perry, Mrs. L. Povey, Mrs. S. Salisbury and Mr. T. Williams.

RESOLVED – that the apologies be received and accepted. That the meeting was quorate.

F2/23 DECLARATIONS OF INTEREST

Councillor D. Wisinger declared an interest in relation to agenda item F5/23 – letter from Theatr Clwyd requesting donation.

RESOLVED - that the declaration be received and accepted.

F3/23 TO ENDORSE THE MINUTES OF THE FINANCE MEETING HELD ON 11th JULY 2023 (PREVIOUSLY CIRCULATED BY EMAIL)

No issues were raised by Councillors in relation to the minutes of the previous meeting. Councillor Mrs. C. Jones proposed the minutes as an accurate record, and this was seconded by Councillor Mrs. D. Milner.

RESOLVED – that the draft minutes of the meeting of Council held on 11th July 2023 be approved as final and confirmed as an accurate record.

F4/23 MATTERS ARISING

- i. HSBC Bank – ongoing issues with signatories, providing identification and change of address details. HSBC have requested a letter signed by three Councillors who need to go into the bank to change the address where they send statements.

ACTION – Letter and visit to the bank deferred until Council meeting due to be held on 10th October 2023 once a permanent Clerk has been appointed.

- ii. Recruitment of Permanent Clerk – Council Chair and Vice-Chair will be interviewing for the position during week commencing 2nd October 2023.

F5/23 TO APPROVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED

Invoices due for the period 10th July 2023 to 26th September 2023 were noted and approved for payment. Income received during the period was noted.

- i. The possibility of applying for a Macro Card in the name of Queensferry Community Council was discussed. Up to two named people can be assigned to the account.
- ii. A new expense form has been prepared. Copies had been circulated prior to the meeting and hard copies were made available at the meeting.
- iii. The previous Clerk had submitted outstanding expense claims to Council Chair, some of which were outside of this financial year.

RESOLVED – that all Councillors and the Clerk complete an expenses form from hereon in to claim reimbursements.

ACTION - Clerk to ascertain position in relation to timeframes for claiming expenses with Auditors and report back to Chair.

F6/23 ANY OTHER BUSINESS

Councillor Mr. M Hughes referred to concerns regarding the sale of the local public house, The Bridge Inn, which is currently on the market. The concern related to the possibility of the land being purchased for use other than as a public house. Councillor Mr. M Hughes referred to an Asset of Community Value (ACV) Order whereby the community can make an application to ensure that land is used to further the social wellbeing or interests of the local community.

ACTION – Cllr. Mrs. C. Jones to seek advice from Flintshire County Council in this respect.

F7/23 DATE OF NEXT MEETING – 10th OCTOBER 2023, 7PM, SANDYCROFT COMMUNITY CENTRE

The meeting opened at 7pm and closed at 7.55pm

..... Signed Chair of Finance Committee

..... Date