



Llandeilo Fawr Town Council

Minutes of the Finance Committee of Llandeilo Town Council held on Wednesday 9th July, 2008 in the Shire Hall, Llandeilo at 8.00 pm

Present: Cllr Ros Bellamy, The Mayor Cllr Edward Thomas, Deputy Mayor Cllr Charlotte Leadbeater, Cllr Colin Jenkins, Cllr Dawn Wallace, Cllr Christopher Parish, Mr Roger Phillips, Town Clerk, Mr Christopher Plummer, Finance Officer, Mr Des Davies, Technical Officer.

Apologies : Cllr Ieuan Gwyn, Cllr Hugh Towns, Cllr Julia Jones.

Min 101/ July/ 08 Accounts for payment.

WCVA (Admin June 2008)	£	35.54
WCVA (Payroll June 2008)	£	167.40
Morgan & Morgan (4GB memory stick)	£	16.45
Ar Y Gair (advert translation)	£	1.15

These were passed for payment. Proposed by Cllr Dawn Wallace, seconded by Cllr Charlotte Leadbeater. All were in favour.

Min 102 / July/ 08 Income Received June 2008

Cash /cheques (Mayor's dinner charity raffle)	£	582.10
Cash/cheques (Mayor's dinner guests)	£	175.00
Interest on High interest Bond	£	523.01
Interest current a/c	£	1.54
Interest deposit a/c	£	81.89

Min 103 / July / 08 Account Balances

The following report of the Council's finances was recorded and **Accepted:**

LTC CURRENT ACCOUNT (30. 6.08)	£	6,777.31
LTC DEPOSIT ACCOUNT (30.6.08)	£	9,341.29
HIGH INTEREST BOND (interest to be added)	£	50,000.00
LTC MAYOR EXPENSES ACCOUNT (20.6.08)	£	2,567.22

The Mayor requested copies of statements on the mayor's Account. This was accepted

Min 104 / July / 08 Other Financial Matters

1. The Budget Report June 2008

The Finance Officer presented the report to date. This was accepted .

2. **Three Year Budget Forecast.**

Councillors discussed the forecast , and the Finance Officer was asked to review in light of the changes to the projects being supported during 2008-9.

The Clerk was asked to return the Financial Donation Requests to the Finance officer for filing.

3. The Officers' Hours of Employment. The Mayor wished to record the Council's thanks to the Technical officer for all the additional hard work that he had put in during the planning for the Penlan park Centenary Celebrations and which ensured that the event was a great success. Mr Davies was asked to provide a breakdown of the extra hours worked.

As Mr Davies had suffered an accident at home during the previous month, the Chair , Cllr Ros Bellamy requested the Finance Officer to find out the correct procedures for sick leave.

4. Cllr Ros Bellamy reported that she had completed the Financial checks for the period April – June 2008. A total of 7 cheques had been checked , all of which were correct.

5. Cllr Bellamy asked that the cheque 101215 for £25 be recorded in the minutes as having been presented to the winner of the Penlan park Edwardian costume winner Mrs Lorna Rideout, who had presented to the charity Tenovus.

6. The Finance officer reported that a cheque had been presented to the Bank out of date, yet the recipient's bank and the Council's bank had both passed it for payment. It was agreed that the Finance officer write to complain to both Banks namely Lloyds and HSBC

7. The Technical Officer reported that remedial work was required to be carried out on the Central heating system at the Shire Hall. The costs were as follows :

A twin pack pump £ 900

A gas solenoid £ 150

An emergency stop valve £ 240

A safety valve- drain unit £ 150

The total work estimated costs £ 1,440

In addition the Annual Service Charge was £ 105.

It was proposed by Cllr Colin Jenkins that these works be sanctioned at the estimated amounts. Cllr Charlotte Leadbeater seconded. All were in favour.

The Technical Officer stated that he would meet with Mr Ken Murphy of Cambria and Mr Sams , electrical contractor to resolve the electrical faults diagnosed.

8. Tender documents for improvements to Shire hall were opened at the meeting for

a) Works to improve the front forecourt area

Prospect Construction £ 6,930 ex vat

D. Cledwyn & SM Moses £ 6,803 ex vat

It was proposed by Cllr Colin Jenkins that Cledwyn & Moses be awarded the contract. Cllr Charlotte Leadbeater seconded the proposal. All were in favour.

b) Improvements to internal Hall areas

Prospect Construction £ 2,010 ex vat

D.Cledwyn & SM Moses £ 2,365 ex vat.

It was proposed by Cllr Dawn Wallace and seconded by Cllr Chris Parish that the contract be awarded to Prospect Construction . All were in favour.

9. The World Sheepdog trials.

The Clerk stated that a quotation had been received from Popty Bach y Wlad for providing a buffet at the Council reception for competitors to be held on September 10th at the Civic Hall. The Mayor had produced estimates of the total costs for the parade , decorating the Town and for the reception. He made a recommendation to be placed in front of the Full Council that an additional £2000 be made available to cover the Council's expenses for the event. All were in favour.

Min 105 / July/ 08 Finance Related Correspondence

1. Lewis Printers- Quotation for reprinting the Penlan park programmes.

The committee were disappointed at the high costs involved. The Clerk was asked to contact them again to seek clarification on the cost.

Min 106 / July / 08 There was no further business

The meeting closed at 9.20 pm.