

# Cyngor Tref Llandeilo Fawr



## Llandeilo Fawr Town Council

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### Minutes of the Finance Committee of Llandeilo Town Council held on Wednesday, November 11<sup>th</sup>, 2009 in the Shire Hall, Llandeilo at 8.15 pm

**Present:** The Mayor Cllr Charlotte Leadbeater, Cllr Chris Parish ( Chair), Cllr Edward Thomas, Cllr Colin Jenkins, Cllr Hugh Towns, Cllr Ieuan Gwyn , Cllr Ros Bellamy, Cllr Julia Jones.  
Mr Roger Phillips ( Town Clerk )  
Mr Christopher Plummer, Finance Officer,  
Mr Des Davies, Technical Officer.

**Apologies :** Cllr Dawn Wallace.

#### Min 196 / Nov / 09 Accounts for payment.

WCVA ( Admin October 2009 )	£	34.79
Zurich Insurance ( special event - fireworks)	£	52.50
Prospect Construction (Removal of Tree from wall)	£	856.75
Prospect Construction ( Removal of Ivy)	£	879.00
Royal British Legion ( Poppy Appeal - donation in lieu)	£	30.00
Clerk's Postage expenses	£	55.79

These were passed for payment .Proposed by Cllr Hugh Towns and seconded by Cllr Ieuan Gwyn. All were in favour.

SA Marketing ( circulation of town Trail leaflets)	£	402.50
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This was passed for payment after receiving a report of where the leaflets had been placed. Proposed by Cllr Ros Bellamy , seconded by Cllr Ieuan Gwyn. All were in favour.

#### Min 197 /Nov /09 Income Received in October 2009

Dyfed Archaeological Trust ( Quarterly rent)	£	3,140.75
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#### Min 198 / Nov / 09 Account Balances

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

LTC CURRENT ACCOUNT as at ( 31.10.09)	£	17,012.45
LTC DEPOSIT ACCOUNT as at ( 19.10.09)	£	27,159.62
LTC Mayor's Expense Account ( 31.10.09 )	£	2,675.62

The Current Account balance at 09.11.09 £ 9,445.91

#### Min 199 / Nov/09 Other Financial Matters

1. Firework Display : A deposit of £ 4,220.10 was made on 09.11.09 . Takings for the event were £ 3,330.10.
2. Officers Pay Increase

The NJC increase is equivalent to 1%. The increase will be applied to the November payroll with back pay to April 1<sup>st</sup>, 2009. The monthly standing order will change to £919.28, with an additional £63.09 to be paid in November.

3. Three Year Budget Forecast.

The Finance Officer had produced a 3 year Budget forecast. Councillors decided not to make any changes to the forecast this month, but asked for all subgroups to consider any future projects in readiness for the Budget meeting in December.

**Min 200 / Nov / 09 There was no Finance Related Correspondence**

**Min 201 / Nov / 09 Financial Aspects of the Technical Officer's Report.**

The Technical Officer had submitted a report for maintenance work required at Shire Hall. There were two recommendations from the Planning Committee that this work be done.

- i) Replacing the defective time switch on the Boiler at an estimated cost of £200. It was proposed by Cllr Edward Thomas and seconded by Cllr Colin Jenkins that this be done. All were in favour.
- ii) To remove debris from above the ceiling of an office in Shire Hall as a matter of safety. The estimated cost was given as £425. This was proposed by Cllr Hugh Towns and seconded by Cllr Edward Thomas that this work be done. All were in favour.

The Technical Officer was instructed to contact the recommended contractor Prospect Construction to carry out the work.

**Min 202 / Nov / 09 To consider a strategic policy towards the maintenance of Shire Hall.**

It was proposed by Cllr Ros Bellamy and seconded by Cllr Charlotte Leadbeater that a small working group be set up to consider this policy.

The following were proposed by Cllr Edward Thomas and seconded by Cllr Colin Jenkins :-

Cllr Hugh Towns, Cllr Ieuan Gwyn, The Technical Officer, The Finance Officer, The Town Clerk.

All were in favour.

**Min 203 / Nov / 09 To discuss the Financial Responsibilities of the Councillors**

The Finance Officer drew the attention of the Committee to the Auditor's report regarding proper financial practises. It was decided that the Clerk would circulate a questionnaire and that further consideration be given at the January Full Council meeting.

**Min 204 / Nov / 09 To elect a Vice Chair of the Finance Committee**

Cllr Julia Jones was proposed by Cllr Ros Bellamy, seconded by Cllr Colin Jenkins. All were in favour. Cllr Julia Jones accepted the position.

**Min 205 / Nov / 09 Items of business that by reason of special circumstance the Chair decided should be considered as a matter of urgency, pursuant to section B (4)(B) of the local Government Act 1972.**

Cllr Edward Thomas reminded members that the Christmas Lights and Fireworks subgroups would meet on November 24<sup>th</sup> at 6.30pm.

Meeting closed at 9.35pm