

Neuadd Y Sir  
Stryd Caefyrddin  
Llandeilo  
Gaerfyrddin  
SA19 6AF

Phone/Fax:  
01558 824413

Technical Officer/  
Swyddog Technegol:  
Mr R.H. Griffiths



The Shire Hall  
Carmarthen Street  
Llandeilo  
Carmarthenshire  
SA19 6AF

Phone/Fax:  
01558 824413

Town Clerk/ Clerc y  
Dref: Ms C.A. Paterson

Minutes of the meeting of the Finance Committee held at the Shire Hall, Llandeilo on Wednesday 1<sup>st</sup> October 2003 at 7.30pm.

Present: *Councillors:* Cllr D. A. Jones (Mayor), Cllr G. Vaughan Jones (Deputy Mayor), Cllr C. Jenkins, Cllr R. Bellamy, Cllr K. Day, Cllr G. Price.  
*Other:* Colette Paterson (Town Clerk).

**5857:** Apologies: Cllr Vaughan Jones tendered his apologies as he would be arriving late.

**5858:** Accounts for Payment: BT Phone Bill. £52.88.

Payment of this bill proposed by Cllr Jones seconded by Cllr Jenkins.

Dewi's Translation of Minutes August 2003 £118.86

Payment of this bill proposed by Cllr Jenkins, seconded by Cllr Bellamy

Gimlet's: The Mayor had authorised the payment of a further £70.00 on the agreed contract for painting the Shire Hall - to include the painting of the rails.

Payment of additional sum agreed. Proposed by Cllr Price seconded by Cllr Jones.

**5859:** Inland Revenue: The Clerk informed the Committee of the beginning of the PAYE scheme for the two Council Employee's and said that the sum of £126.40 for the payment of income tax for the Clerk and the Technical Officer in arrears for the year commencing April 2003 had been paid to Inland Revenue.

The Council also was required to pay a contribution to the National Insurance of the Clerk of £10.79 per quarter. The Committee agreed to continue with the Scheme for the next three months and then enter as an agenda item the employment, terms and conditions, and salaries of the employees.

**5860: Bank Error:** The Clerk explained to the Committee that the Nat West Bank, Llanelli branch, as the bankers for the Dyfed Archaeological Trust, had, in error, over-paid the Council for the rental of the Shire Hall by the sum of £11167,00, this being the sum of two additional standing order payments of £ 5583.50 made on 20<sup>th</sup> August 2003 and 18<sup>th</sup> September 2003. The Clerk had repaid this amount in two cheques for each over payment of £5583.50.

**5861: Earmarked Reserves.** The Committee agreed to the need to re-evaluate the Earmarked Reserves as calculated for the previous years accounts:

Section 137	£3480.00
Church	£385.00
Events	£3350.00
By Pass	£6041.00
Street lighting	£4263.00
Christmas Lights	£1313.00
Llandeilo - in Bloom	£1000.00
Town Guide	£1827.00
Match Funding	£3241.00
<b>TOTAL</b>	<b>£24900.00</b>

Given the current reserves, assessing each on the basis of the amount spent and the amount budgeted for in the previous year, the Committee agreed to the following reallocation of the Council Reserves.

<b>Reserve</b>	<b>Amount</b>
Street lighting Contingency	£ 2000.00
Christmas Lights	£ 1000.00
Events	£ 2000.00
Church	£ 400.00
Town Website/Guide	£ 1000.00
Project Match fund	£ 9500.00
Loss of Rental Shire Hall	£ 12000.00
Increased Salary Costs	£ 2000.00
Budgeted Overspend	£ 3000.00
Gardens Project	£ 8000.00
C. C. T. V.	£ 500.00
Llandeilo in Bloom	£ 500,00
<b>TOTAL EARMARKED RESERVES</b>	<b>£ 41900.00</b>

**5862: The New Office for the Town Clerk.**

The Council agreed to set aside the sum of £3000.00 to be taken from the earmarked reserves for the Shire Hall - loss of rental for the equipping of the new office. The earmarked reserve for the loss of rental of the Shire Hall is now £9000.00.

**5863: The Christmas Lights.** Following exhaustive discussions with the County Council it had become apparent that using them to put up this years lights would cost the council nearly twice its current budgeted spend. The Mayor had then approached Calvin Jenkins and obtained a quote from him for the sum of £1970.00 to put up and take down the Christmas lights. (This sum to include the Trees and work done by Martin Rees Electrical.) Mr Jenkins to provide us with a detailed costing.

Cllr Jones proposed we accept this quote and this was seconded by Cllr Price and agreed by all. It was further agreed that the Council would spend some money buying further lights and adding to the existing structure on Kings Street as previously discussed.

**5864: The Fireworks Display.** Cllr Price requested that a flyer for mailing through doors be produced and the Council agreed to meet the cost of Photocopying this to be in the region of £30.00. The Clerk noted payment of an additional premium of £340.26 to Zurich Insurance for Public Indemnity to cover this event.

**5865: Correspondence:** Cllr Bellamy had begun to draw up some further guidelines for the payment of Section 137 requests.

It was agreed to add these to the agenda of the next meeting of the Finance Committee, for detailed discussion.

The Fireworks Display was scheduled to happen on Wednesday 5<sup>th</sup> November 2003

As this is also the day designated to the monthly meeting of the Finance Committee it was proposed, seconded and agreed to postpone this meeting for one week until Wednesday 12<sup>th</sup> November 2003

The Chair of the Finance Committee and the Town Clerk informed the Committee that they had carried out the Quarterly Finance Check and all was in good order.

Thanks was given to the Committee members who had worked hard on a successful Llandeilo Festival and the Meeting ended at 8.10 pm.