



**Minutes of the Finance Committee of Llandeilo Town Council held on Wednesday 3<sup>rd</sup> November at the Shire hall, Llandeilo at 7.00 pm**

**Present:** Mayor Mrs Ros Bellamy, Deputy Mayor Colin Jenkins, Chairman Cllr Ieuan Gwyn, Cllr Pamela Steane Price, , Cllr Hugh Towns, Cllr Roy Davies, Cllr Fran Murphy  
Cllrs Charlotte Leadbeater, June Stait, clerk.

**Apologies:** Cllr Paul Faulkner

**6266/Nov/ 04 Accounts for Payment:**

The following accounts were approved for payment:

1. Zurich Insurance renewal invoice 122009 for £2617.67, plus VAT @5% £130.88 = £2,748.55
2. Zurich Fireworks Insurance: £324, plus VAT @5% £16.20 = £ 340.20  
paid by cheque on 20<sup>th</sup> October, ratified
3. Crackerjack Fireworks Ltd for fireworks, £1610.56, £281.85 VAT = £1,892.41  
paid by cheque on 19<sup>th</sup> October, ratified
4. Society of Local Clerks one day training course: "Funding and Managing of Community Projects" for Cllr P Steane Price; Cllr C Leadbeater, and clerk June Stait, at £30 each = £ 90.00
5. Festive Lighting invoice 2654 for Nadolig Llawen banner, £995 + £174.13 VAT = £1,169.13.
6. Dewis, invoice 147 for £90.30 for translation of September 04 minutes = £90.30
7. Royal British Legion for poppy wreath = £30.00
8. The Woodland Trust, Coed Tregib pledge = £300.00
9. St Teilo's Churchyard annual payment = £500.00
- 10 The County Council's invoice 90465449 for November's Portacabin rental in the sum of £30.42 was refused payment as the Portacabin had been condemned on 31 Oct due to the ceiling having fallen in.
11. The Dewis invoice 142 was not passed for payment as it referred to translation of the website. A letter would be sent asking who had authorised this work.
12. Orchardweb invoice was held back for checking

**6267/Nov/ 04 Salaries Authorisation:**

1. Huw Griffiths last salary payment and P45 to be organised by the clerk with Pay Connect, and the payment for tax and insurance to Inland Revenue.
2. The clerk's invoices numbers 1 and 2 were approved for payment  
Invoice 1, for September work = £176  
Invoice 2, for October work and expenses = £494.69

**6268/Nov/04 Income Received**

It was noted that the Council Float had been returned from previous clerk, with receipts and stamps.  
£40 float less receipts for £17.78 = £22.22  
in the form of M Ash cheque which has been banked.

**6269/Nov/04 Other Financial Matters:**

1. Uncleared Cheques.  
Two cheques which had not cleared through the accounts were now out date and would be written back into the accounts: Megan and Trevor Griffiths Trust £100 and Menter Bro Dinefwr, £100.
2. Bank Transfers.  
An authority was signed by the Mayor and Chairman of Finance authorising the clerk to transfer money between Council bank accounts. One copy was given to HSBC bank.
3. The Shirehall.  
Cambria Archaeology had written with feedback from the Trustees. Their estimate of the cost of works needed to provide further accommodation totalled £92,007.50. Cambria proposed that the Council increase the rent due from Cambria by 42.5% as their contribution towards these costs, giving an increase of rent from £930.58 per month to £1326.08 per month. The letter and its proposals would be brought forward to the full council meeting on 16<sup>th</sup> November.
4. Office Accommodation  
The present Portacabin offices next to the Civic Offices had been condemned on 31/10/04 due to the ceiling having fallen in because the roof was rotten and soaked with rain. Councillors discussed what other office accommodation was available, and it was agreed that other suitable rooms would be viewed and a report brought back to the Full Committee. Meanwhile files had been taken to safety at the clerk's home and the Mayor's home.
5. Christmas Lights  
Only one company, Davies Electrical, had quoted for erecting and checking the Christmas Lights. It was agreed that this quote would be accepted, because of the short timescale.
6. Heritage Project Grant  
The Mayor had put in a bid for approx £750 funding for an event to launch the new Heritage projects.
7. Budget  
the budget was briefly discussed, and would be brought back for discussion as soon as actual spend had been calculated against the current year's budget. It was agreed that next year's budget should include a figure for training.
8. Bank Statement as at 31 October 2004:  
Current Account: £8135.27  
Deposit account: £24,963.15  
Mayor's Account £333.36  
Total Balances: £33,431.78

**6270/Nov/04 Correspondence**

1. The vicar of St Teilo's Church had responded regarding the Council's query about how its donation for the upkeep of the cemetery was spent. It was clear that a larger contribution from the Council would be appreciated. This item to be reported back to the full Council meeting on 16<sup>th</sup> November, and a meeting with the Church Parochial Council arranged.
2. County Councillor Ieuan Jones attended the meeting to give a report on various items including a new parking scheme proposed for areas of Llandeilo which would allow residents parking. A petition of signatures would be given to the Mayor for forwarding to the County Council.