

**Neuadd Y Sir
Stryd Caefyrddin
Llandeilo
Gaerfyrddin
SA19 6AF**

**Phone/Fax:
01558 824167**

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



**The Shire Hall
Carmarthen Street
Llandeilo
Carmarthenshire
SA19 6AF**

**Phone/Fax:
01558 824167**

**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 7th January 2004 at 7.00 pm.**

Present: *Councillors:* Cllr Bellamy (Chair), Cllr Day, Cllr Jenkins.

Other: C.A. Paterson (Town Clerk) R. Huw Griffiths (Technical Officer)

5954: Apologies: D.A. Jones. It is noted that, with the exception of Cllr Jones, no offers of apology have been made by other members of the Committee.

The committee would like to request that should a member be unable to attend a meeting (either a committee meeting or meeting of Full Council) every effort should be made to offer apologies through the Clerk or the Chair.

5955: Accounts for payment;

H. Towns Internal Audit Fees	-----	£120.00
Festive Lighting	-----	£229.13
Misco Printer current Invoice	-----	£406.46
(Less Credit Notes pending £69.25 £119.00).		
Festive Lighting Company	-----	£ 229.13
Dewis	-----	£ 118.29
Viking	-----	£ 166.79
Zurich Municipal	-----	£ 35.90
BT New Line (01558) 824167	-----	£160.17

The clerk had also received the bill from BT for the old telephone at the Clerk's home office. However this included service charges from 1st Dec 2004 - 29 Feb 2004. As this phone was no longer used this amount required amending.

Clerk to query BT bill for £57.01 re: telephone no: 01558 824413

5956: Money Received: The final instalment of the precept had been received £11230.01 on Dec 26th 2003.

5957: Bank Accounts

<u>BUSINESS MONEY MANAGER.</u>		
Bt FWD	-----	£44044.67
Interest	-----	£208.05
TOTAL		£44252.72

<u>MAYOR'S ACCOUNT</u>	
Bt FWD	£1931.14
Paid out	£479.00
Paid In (Error)	£75.00
Interest	£ 0.12
TOTAL	£1527.26

<u>TREASURER ACCOUNT</u>	
Balance November	£5998.74
Outstanding Cheques	£ 6282.99
Paid In	£ 400.00 (Fireworks)
	£ 11230.01(precept)
	£ .76 (Interest)
TOTAL	£11346.52 (UNRECONCILED)

5958: The Fireworks Display

Income £1394.53

Expenditure £1879.54

TOTAL £485.01

The Clerk to send remainders to those remaining payments for advertisement in the Firework Programme.

The Christmas Lights

Paid to Date £1663.21

Outstanding £1300.00

TOTAL £2963.21

The Clerk to send a letter of thanks to the people who supplied electricity to light the trees. Cllr Jenkins to supply a list.

5959: The Budget Statement

The Council's expenditure was in the main on budget as per statement and the council sees no reason to amend current Budget Allocations. There was a budget allocation for C. C. C. T. V. brackets, which were officially requested in April, still outstanding.

Clerk to write to Sgt K. Williams, Community Officer, at Friars Park Carmarthen to enquire as to status of these brackets.

5960: The Web Site

Andy Williams to show Web Site at meeting of Full Council in January. The Clerk to send pages displayed as you open the site to Lynwen at DEWIS for translation into Welsh.

5961: Section 137

The following applications under Section 137 were considered and the amounts decided with reference to the new guidelines.

Organisation	Donation under 137
Llandeilo in Bloom	£500.00 (as agreed)
Disabled Drivers Association	£200.00
Carmarthen Citizens Advice	Letter stating we gave to Ammanford branch this year.
Amman Valley Women's Aid	£250.00
Llandeilo Community Association	£400.00 (as agreed)
Tregib School Eco Garden Project	£400.00
Llandeilo Cricket Club	£ 300.00
International Sheepdog Trials	£250.00 and letter stating that this sum is from the current years budget .The council would consider a further application for the next financial year.

5962: Other Financial Matters

Salaries. As salaries are paid monthly, and the Inland Revenue paid quarterly the Clerk will issue a quarterly report of amounts paid. Payments made for:

<u>October 2003</u>	
C. A. Paterson	£408.57
R. Huw Griffiths	£118.70
<u>November 2003</u>	
C. A. Paterson	£408.57
R. Huw Griffiths	£118.70
<u>December 2003</u>	
C. A. Paterson	£408.57
R. Huw Griffiths	£118.70

Amount paid to Inland Revenue

Quarterly payment to December 2003

Income Tax (CAP and RHG)	£106.80
Nat Insurance (CAP)	<u>£ 20.02</u>
TOTAL PAYMENT IR	<u>£126.82</u>

5963:Correspondence: The Technical Officer had quotation for Supply Only of the window replacement at the Shire Hall. He awaited 2 Quotes to fit the Window.

Committee recommends acceptance of the quote to supply new window for the Shire Hall from P.F. Joinery for £1150 +VAT, pending the quotes for fitting the window.

The Technical Officer had received a Quotation for the Asbestos Survey of the Shire Hall from ACS Environmental Services. The Asbestos Act states that we have to have carried out this survey and have a management programme in place by May 2004.

It is the committee's recommendation that the Council accept the Quotation from ACS Environmental for £1940.00 + VAT plus the costs of hiring access equipment for access and any additional sampling and analysis. The Committee recommends this is seen as an exception to the regulation that any transaction over £1000.00 requires 3 quotes because the company is recommended by C. C. C. and the schools, and the Clerk and Technical Officer have not been recommended any other organisation inside Wales.

The final bench from the Crescent has been refurbished.

The committee recommends this bench is sited at the entrance to Penlan Park.

The Clerk had received a letter from the Auditors HLB Av, stating that an Audit has not yet been reached.

Clerk to display notice, and Annual Statement in Notice board as requested.

The Meeting ended at 8.30 pm.