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

Minutes of the special meeting of Full Council held at the Shire Hall, Llandeilo on Wednesday 1st October 2003 at 8.10pm.

Present: *Councillors:* Cllr D. A. Jones (Mayor) (Chair), Cllr G. Vaughan Jones (Deputy Mayor), Cllr S. Burge, Cllr K. Day, Cllr G. Price, Cllr C. Jenkins, Cllr R. Bellamy, Cllr I. Gwyn.

Other: Colette Paterson (Town Clerk). R. Huw Griffith (Technical Officer)

The main purpose of this meeting was the discussion and acceptance of the Internal Auditor's Report. As this had only just been received by most members of Council, the Mayor adjourned the meeting for 10 minutes to allow Council time to read the report.

5866: The Internal Auditor's Report. The Internal Auditor Mr H. Towns addressed the meeting. The Council noted that the report was an improvement on that of the previous year. Mr Towns said that many of the issues brought up in the previous Audit report could not be expected to have been addressed due to the Council's not having a Clerk the Audit for 2002-2003 was not completed until 30th March 2003, the last day of the Financial Year, so many of the issues could not possibly have been resolved. He noted the current improvement and said many of the criticisms held over from the previous year. It is also important to note that the Council had not only had three different Clerks during the year, but also had a period of about six months without an Clerk at all. The Council needed to clarify the Status of the Financial Regulations which had only been adopted in Principle.

<p>The Town Clerk and Cllr Bellamy to set up a meeting to cross reference the Financial Regulations and the Standing Orders, and to look closely at the Financial Regulations. The Financial Regulations to be Agenda Item for the next meeting of the Finance Committee.</p>

5867: VAT- some of the invoices from the previous Financial Year were addressed to a councillor. When this is so it is not possible for the Council to reclaim VAT. Care

must be taken that this does not happen in future. Invoices pertaining to the Council activities should be addressed to the Council, and administered through the Clerk.

5868: Fidelity Assurance: As the Council reserves had again risen it was necessary that the level of Fidelity Assurance was raised to £55000.00

Clerk to contact Zurich Municipal to increase the level of Cover to £55000.00 proposed by Cllr Bellamy, seconded by Cllr Vaughan Jones.

5869: The Budget: There was no justification for each figure, just a set of figures. The Finance Committee need to minute more closely the allocation of funds into the Budget. Also, there was too much money kept in the low interest Business account. It was necessary to keep this amount down and transfer any funds into the No-Notice account at each Finance Meeting to optimise interest earned.

Agenda Item for next Committee meeting to be Budget Allocation. The Clerk to bring closer reconciliation's to each Finance Meeting so the funds can be transferred.

5870: Mr H. Towns was thanked for his work and the provision of a fair report.

The Internal Auditor's report is accepted by the Llandeilo Fawr Town Council. Proposed by Cllr Day, seconded by Cllr Vaughan Jones.

5871: The Final Draft of the Accounts for Audit. The Town Clerk accepting minute number 5829 presented the following changes to the accounts: The Income spreadsheet, figures moved from Office expenditure to General - those relating to the advertising for the position of Town Clerk .The Invoices made out to councillors VAT not refundable so moved from VAT column into expense column. The Earmarked reserves amended to the following calculated on the basis of the previous Budget Statement:

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
TOTAL	£24900.00

The past Mayor's badges etc moved from Asset Register to a new brief Stock Register as follows:

Stock

ITEM	PURCHASED FROM	LOCATED	VALUE	BASED
Past Mayors Medal (6)	Thomas Fattorini	Crescent House	Each £72.00	Cost
Past Mayoress Brooch (6)	Thomas Fattorini	Crescent House	Each £69.00	Cost
Town Crest Plates (8)		Crescent House	Each £10.00	Cost
Town Crest Mugs (18)		Shire Hall	Each £8.00	Cost

Items given away 2002 -2003

Annual Mayor past service badge given to outgoing Mayor	£72.00
Annual Mayoress past service brooch given to outgoing Mayoress	£69.00
Llandeilo Town Plate given to touring school Rugby team.	£10.00.

5872: Given these amendments following consultation with the Internal Auditor,

The Llandeilo Fawr Town Council accepts the Income and Expenditure Statement of the Accounts as presented for Audit. Proposed by Cllr Bellamy, Seconded by Cllr Jenkins passed with all in favour.

5873: The Statement of Assurance: The Council responds as follows:

'Yes' to questions 1, 3, 4, 6, 7, 8 and:

'No' to Questions 2 and 5.

The Council hopes that the remaining issues will be addressed in the next Financial Year,

The Llandeilo Fawr Town Council approves the Statement of Assurance to the External Auditor as described above. Proposed by Cllr Gwyn, seconded by Cllr Vaughan Jones and passed with all in favour.

5874: Car Park Charges and By Pass Update: It was now inevitable that the Car Park Charges were going to be imposed on the Town. Cllr Vaughan Jones said as this was so we needed to consider the state of the Car park.

Clerk to write letter to the Chair of C. C. C. requesting improvements to the car park

During a meeting held between Network Rail and the Mayor and County Councillor I. Jones to consider the Station Road project the issue of the By-pass had been discussed. It appeared that given current European Flood regulations the current route proposed for the by-pass was not viable. Both the Mayor and County Cllr I. Jones had written individual letters to Andrew Davies at the National Assembly proposing an alternative way forward by re-routing the by-pass. With the de-trunking of the Ammanford road and the trunking of the Gorslas road, the A476 from Crosshands to Ffairfach, it has been suggested that the simplest, cheapest and least troublesome relief road would be across the valley joining the existing northern by-pass.

The Llandeilo Fawr Town Council endorsed the Mayor's Letter. Proposed by Cllr Gwyn and seconded by Cllr Bellamy. The By-Pass to be added as an agenda item for the next meeting of Full Council.

The Chair gave thanks to all for attending the additional meeting and the meeting closed at 9.10pm.