

Cyngor Tref Llandeilo Fawr



Llandeilo Fawr Town Council

Minutes of the Finance Committee of Llandeilo Town Council held on Wednesday, October 14th, 2009 in the Shire Hall, Llandeilo at 8.05 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 Richard Wallace, Cllr Dawn Wallace.

Mr Roger Phillips (Town Clerk)
Mr Christopher Plummer, Finance Officer,
Mr Des Davies, Technical Officer.

Apologies : Cllr Julia Jones.

Min 167 / Oct / 09 Accounts for payment.

WCVA (Admin September 2009)	£ 34.79
Zurich Insurance (council policy)	£ 3,709.73
Prospect Construction Invoices (DD 232,233,234,219) (in respect of Shire Hall maintenance work)	£ 9,829.39
Westward Energy Services Ltd (boiler servicing)	£ 161.00
Hugh Gwynne (footpath maintenance 2008/9)	£ 1,242.00
Orchardweb (website updates)	£ 37.50
Eric Swift (Arts Council of Wales- Penlan Park event)	£ 300.00
Festive Lighting (additional lights & transformer)	£ 165.00
Annual Membership of Clerk's Society	£ 94.00
Refreshments during erection of Christmas lights	£ 19.80
Technical Officer (hard hat & tags)	£ 11.34

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

The renewal date for payment of the Annual Insurance Policy to Zurich would now be on the 15th October each year.

Min 168 / Oct /09 Income Received in September 2009

Interest on Deposit Account	£ 6.48
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Min 169 / Oct / 09 Account Balances

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

LTC CURRENT ACCOUNT as at (30.9.09)	£ 19,317.94
LTC DEPOSIT ACCOUNT as at (27.9.09)	£ 37,159.62
LTC Mayor's Expense Account (20.9.09)	£ 619.28

A transfer of £ 10,000 was made from the current account into the deposit account on 3.10.09. It was proposed by Cllr Colin Jenkins and seconded by Cllr Dawn Wallace that £15,000 be transferred from the deposit account to the current account to cover the cost of the extensive maintenance works being carried out on the Shire Hall.

Cllr Ros Bellamy proposed an amendment, seconded by Cllr Charlotte Leadbeater that £20,000 be transferred into the current account.

The amendment was carried by 4 votes to 2 votes

Min 170 / Oct / 09 Other Financial Matters

1. Shire Hall Maintenance

The Committee considered the following works recommended by the Planning Committee to be carried out.

- i) The removal of a tree from outside wall, estimated cost £ 740
 - ii) The fitting of a sound beacon for emergencies, cost £ 55.
 - iii) The fitting of a velux window as a skylight to prevent water seepage, cost £ 869.30
- These were recommended for payment, Proposed by Cllr Edward Thomas and seconded by Cllr Charlotte Leadbeater. All were in favour.

This would bring the cost of maintenance work carried out on Shire hall in the present financial year to £ 19,596.

2. The Technical Officer submitted a request for 31.5 hours in overtime payment, for work carried out in overseeing the maintenance work at Shire Hall. Cllr Colin Jenkins proposed that Mr Davies be paid. Cllr Edward Thomas seconded. All were in favour.

3. Budget Report to the end of September.

The Finance Officer circulated this report to the meeting.

The Chair, Cllr Chris Parish thanked Mr Plummer for his work.

4. 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 and review it at the next meeting when the total costs of the Shire Hall maintenance was known.

5. Requests for Financial Assistance.

The Committee reaffirmed the Standing Orders, that only those organisations that had sent in a financial statement with their request would be considered. The Clerk would write to those organisations who had not submitted a financial statement.

1. Civic Hall Trust . (S137 – Band C) Cllr Hugh Towns proposed £300 . This was seconded by Cllr Edward Thomas. All in favour.

2. Bobath Children's Therapy Centre . (S137- Band A). Cllr Colin Jenkins proposed £50. This was seconded by Cllr Hugh Towns. All were in favour.

The Clerk stated that the Llandeilo Young Farmers had been left out of the list of donations given to organisations that had helped at the Revels in the Park.

Cllr Hugh Towns proposed that they be given £50. Cllr Ros Bellamy seconded. All were in favour.

Min 171 / Oct / 09 Finance Related Correspondence

The Finance Officer stated that he had read the report of the Auditor General of Wales regarding financial regulations and requested that this be put on the Agenda for the November Full Council meeting . All were in favour.

Min 172 /Oct / 09 Financial Aspects of the Technical Officer's Report.

The Technical Officer asked for permission to have an automatic light fitted to the porch of Shire Hall as a safety measure, at a cost of £ 80. Cllr Hugh Towns proposed that that this be accepted. Cllr Ros Bellamy seconded. All were in favour
Cllr Edward Thomas recommended 4 hard hats required for the Firework display be purchased at a total cost of £139.96 . This was seconded by Cllr Dawn Wallace. All were in favour.

The Clerk stated that only one tender for the erection of the Christmas lights had been received. This was from Davies Electrics at a total cost of £ 2,400 ex Vat.

Cllr Edward Thomas proposed that this quotation be accepted. Cllr Hugh Towns seconded. All were in favour.

Min 173/ Oct/ 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 Ros Bellamy asked for the election of a vice chair of the Finance Committee to be placed on the Agenda of the next Finance Committee meeting. This was agreed.

Cllr Ros Bellamy asked for the Officers to liaise to ensure that all official documents were kept in one file for safe keeping . The Clerk would coordinate.

The Mayor , Cllr Charlotte Leadbeater stated that the Magistrates' chairs could be stored in the Civic Hall for a small cost. In thanking the Mayor , the Chair stated that this the Council would consider this when the cost be confirmed.

Meeting closed at 9.40 pm