

# Cyngor Tref Llandeilo Fawr Llandeilo Fawr Town Council



## Mins of the Finance Committee of Llandeilo Town Council held on Wednesday, May 12<sup>th</sup>, 2010 in the Shire Hall, Llandeilo at 7.45pm.

**Present :** Cllr Christopher Parish ( Chair ), The Mayor Cllr Charlotte Leadbeater,  
Cllr Colin Jenkins, Cllr Dawn Wallace,  
Cllr Ros Bellamy, Cllr Edward Thomas, Cllr Roy Davies.  
Mr Roger Phillips ( Town Clerk )  
Mr Christopher Plummer ( Finance Officer )  
Mr Des Davies ( Technical Officer )

**Apologies:** Cllr Hugh Towns, Cllr Ieuan Gwyn, Cllr Julia Jones

### **Min 37/ May / 10 Accounts for payment**

|  |          |
|--|----------|
| Clerk's Postage expenses                                   | £ 36.94  |
| St Teilo's Church ( reimbursement for floodlighting costs) | £ 318.37 |

Recommended for payment. Proposed by Cllr Edward Thomas and seconded by Cllr Charlotte Leadbeater. All were in favour.

### **Min 38/ May / 10 Income Received in April 2010**

|  |             |
|--|-------------|
| Dyfed Archaeological Trust ( quarterly rent) | £ 3,140.75  |
| Cash/cheque for Cwmaman TC                   | £ 50.00     |
| CCC Precept                                  | £ 16,368.00 |

### **Min 39/ May / 10 Account balances**

|                                     |             |
|-------------------------------------|-------------|
| LTC Current Account (as at 30.4.10) | £ 27,464.04 |
| LTC Deposit Account (as at 27.3.10) | £ 17,168.45 |
| LTC Mayor's account (as at 20.4.10) | £ 1,027.87  |

Note : Vat claim has been submitted for £ 5,493.62

### **Min 40/ May / 10 Other Financial Matters**

1. The Finance officer presented the current 3 year Budget Forecast. It was decided not to make any changes at the present time.
2. Asset Register Update  
Cllr Colin Jenkins would meet with the Technical Officer to finalise changes to the register in readiness for the Full Council meeting on May 28<sup>th</sup> .
3. On Line Banking.  
The Finance Officer reported that he was progressing with the setting up of the account in conjunction with the Bank.
4. Internal Controls  
Cllr Hugh Towns had, in his absence, sent in the following proposal for the necessary changes to the Internal Control Policy to include the On line banking procedure :-

Bullet Point 2 of the Policy to read –

*The Chair and Vice Chair of the Finance Committee shall on a quarterly basis carry out random checks on 7 income and/or expenditure entries for that quarter- **to include at least one entry and one online payment entry.***

This proposal was seconded by Cllr Edward Thomas. All were in favour.

5. Financial Risk Assessment.

It was agreed that any changes to this Policy would be looked at would be reviewed after a few months into the online banking process.

6. The Clerk requested a cheque for £21 payable to CCC Licensing Dept. to obtain a temporary event insurance for the revels in the Park event on June 19<sup>th</sup>, 2010.

Cllr Ros Bellamy proposed that this be paid. It was seconded by Cllr Dawn Wallace. All were in favour.

**Min 41 / May /10 Finance related Correspondence**

1. WAG – Changes to Accounts and Audit Regulations. The Finance Officer to read and report any relative information to Council.
2. Llandeilo Festival of the Senses. Request for Financial Donation towards planning the event for 2010. The Clerk was to write to ask for a financial statement of accounts for 2009 before the Council could consider the request. Proposed by Cllr Edward Thomas and seconded by Cllr Ros Bellamy. All were in favour.

**Min 42 /May /10 Financial Implications of the Technical Officer's Report**

Mr Davies had received a revised estimate from Westward to put new brackets to hold the Shire Hall radiators for £ 344 rather than £612. It was proposed by Cllr Edward Thomas and seconded by Cllr Charlotte Leadbeater that this lower estimate be accepted and for Mr Davies to make arrangements for the work to be done.

The Technical Officer reported that a light fitting was required for the basement in Shire Hall . He had received a quotation from Charles Sams for £180 plus £25 for PAT testing. It was proposed by Cllr Dawn Wallace and seconded by Cllr Edward Thomas that this be accepted. All were in favour.

**Min 43/ May/10 Summer Event at Penlan Park.**

Cllr Edward Thomas agreed to negotiate with Heavenly regarding making a donation towards the event in return for permission to sell ice cream at the event.

Cllr Chris Parish would negotiate with the Fairground company for a donation to offset the costs to the Council.

Cllr Charlotte Leadbeater would make a request for tables and chairs from the Civic Hall.

**Min 44/ May /10 Other items of business that by reason of special circumstance, the Chair decides should be considered as a matter of urgency, pursuant to section 100B(4)(B) of the Local Government Act 1972.**

The Mayor Cllr Charlotte Leadbeater proposed that the Council pay for the framing of the 30<sup>th</sup> anniversary Charter of the Twinning between Llandeilo and Le Conquet. Cllr Edward Thomas seconded. All were in favour.

Meeting ended at 9.00pm