

Cyngor Tref Llandeilo Fawr
Llandeilo Fawr Town Council



Minutes of the Finance Committee of Llandeilo Town Council held on Wednesday, November 13th 2013 in the Shire Hall, Llandeilo at 8.05 pm.

Present : Cllr Neil Craven-Lashley, Cllr Dawn Wallace, Cllr Colin Jenkins,
Cllr Richard Wallace, Cllr Robert Jones, Cllr Julia Jones
Cllr Gordon Kilby, Cllr Edward Thomas
Mr Roger Phillips (Town Clerk)
Mr Christopher Plummer (Finance Officer)
Mr Des Davies (Technical Officer)

Apologies: Cllr Christopher Parish, Cllr Geraint Price

Min 201/ Nov / 13 Accounts for payment

Accounts for Payment	Net	Vat	Total
WCVA (payroll admin October)	£ 20.25	£ 4.05	£ 24.30*
WCVA (payroll adjustment October)	£ 30.70		£ 30.70*
Morgan & Morgan (ink cartridge)	£ 32.99	£ 6.60	£ 39.59*
Morgan & Morgan (ant virus update)	£ 38.00	£ 7.60	£ 45.60*
Coe Stone (Shire Hall surface DD401)	£2,215.00	£ 443.00	£ 2,658.00*
Konica Minolta (photocopies)	£ 6.03	£ 1.21	£ 7.24*
Ar y Gair (translations)	£ 200.40		£ 200.40*
PINC (sympathy flowers)	£ 30.00		£ 30.00*
Lloyds British (lights testing DD 409)	£ 820.00	£ 164.00	£ 984.00*
Lewis Printers (fireworks programmes)	£ 679.00		£ 679.00*
Terry Davies (DD403,DD419)	£ 280.00	£ 56.00	£ 336.00*
Terry Davies (DD399,DD400,DD402)	£ 150.00	£ 30.00	£ 180.00*
Terry Davies (DD373,DD388,DD392)	£ 301.72	£ 60.34	£ 362.06*
Charles Sams (fireworks DD427)	£ 265.00	£ 53.00	£ 318.00*
Morgan & Morgan (copy paper)	£ 13.45	£ 2.69	£ 16.14*

Method of payment * Bacs

These were all recommended for payment. Proposed by Cllr Julia Jones and seconded by Cllr Dawn Wallace. All were in favour.

Min 202 / Nov / 13 Income Received since 9th October 2013 to date.

Cash /cheques (fireworks advertising)	£ 1,455.00
Cash / cheques (gate monies-fireworks)	£ 1,648.23

Min 203/ Nov / 13 Account balances

LTC Current Account (as at 12/11/13)	£ 14,654.53
LTC Deposit Account (as at 12/11/13)	£ 10,661.16
LTC Mayor's account (as at 20.10.13)	£ 2,018.45
LTC High Interest Deposit Bond	£ 20,000.00
Lloyds Bank (Llandeilo in Bloom)	£ 350.51

Min 204/ Nov / 13 Other Financial Matters

1. Quarterly Check report Q2 -2013/14.

The Chair, Cllr Neil Craven-Lashley gave a report of the cheques carried out. He selected six random samples , two from each month checking the minute numbers, invoices, amounts paid and bank account references . All six samples correlated fully.

Cllr Craven-Lashley recommended two changes to the Council's procedures:-

- i) That when donations are made then it be standard to request a receipt.
- ii) That the Lloyds/TSB account for the Llandeilo in Bloom project be brought into the main Council account.

It was proposed by Cllr Dawn Wallace, seconded by Cllr Colin Jenkins that these recommendations be accepted. All were in favour.

2. Three Year Budget Forecast.

It was decided to leave the Forecast as it is until the Budget meeting on December 4th, 2013.

3. Credit card Issues.

The Finance Officer stated that he had the appropriate forms for the Technical Officer to complete. The card would be used for small purchases and would have a maximum £500 credit limit . It would not be usable at ATM outlets.

4. Recommendations from the Planning Committee.

- i) It was proposed by Cllr Colin Jenkins, seconded by Cllr Julia Jones that the Council support the application for a grant to provide CCTV cameras in Llandeilo. All were in favour. The grant application would be completed by PCSO Louise Lewis.

5. Cllr Colin Jenkins proposed that the Council make a donation of £30 to Cancer Research Wales in memory of Maureen Kilby, Cllr Gordon Kilby's late wife. Cllr Richard Wallace seconded . All were in favour.

6. It was proposed by Cllr Colin Jenkins , seconded by Cllr Richard Wallace that the prizes for the Christmas window competition be as follows :-

First Prize £50 Second Prize £30 Third Prize £20 . All were in favour.

7. It was proposed by Cllr Colin Jenkins, seconded by Cllr Edward Thomas that the agreed donations of £1,500 and £1,200 to the Festival of Senses be forwarded to the Festival Committee. All were in favour.

8. It was proposed by Cllr Edward Thomas, seconded by Cllr Julia Jones that £100 be donated from the Mayor's Fund to the Philippines Disaster appeal. All were in favour.

Min 205 / Nov /13 Finance related Correspondence

1. County Councillor Pam Palmer request for financial support for the Christmas Toybox Appeal.

It was proposed by Cllr Edward Thomas that a donation of £100 be made. Cllr Richard Wallace seconded. All were in favour. The Clerk would contact Cllr Palmer to find out how the gifts are distributed.

2. Richard Goodridge re. Ecumenical Service of Commemoration at Carmarthen Park

It was proposed by Cllr Colin Jenkins, seconded by Cllr Edward Thomas that a donation of £10 be made. All were in favour.

3. Eifion Griffiths, Llandeilo RFC request for financial support.

It was proposed by Cllr Julia Jones, seconded by Cllr Gordon Kilby that the Clerk request a statement of Income and Expenditure from the Club as per the Councils Standing Orders. All were in favour.

Min 206 / Nov / Apr /13 Financial Implications of the Technical Officer's Report

It was proposed by Cllr Colin Jenkins that the cost of the work to be carried out by Charles Sams in upgrading the electrical fittings in Shire Hall be split between this financial year and next the net financial year. Cllr Richard Wallace seconded. All were in favour.

Min 207/ Nov /13 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 numbers attending the Christmas dinner was confirmed.

Meeting ended 9.05 pm