

Report on Finance & Policy Committee Meeting
Held 13th June 2013 at 7.00pm
At the Council Chamber, Old School, Wine Street, Llantwit Major

PRESENT: Chairman – Councillor E Williams

Councillors; Mr G John
Mr G Ingram
Mr M Mason
Mr M Marsh
Mrs S Geary
Mrs P Lancaster
Mrs A Matthews
Mrs S Hanks
Mr E Hacker
Mr J Evans
Mr K Geary

1) Apologies were tendered on behalf of;
Councillor Mrs P Percy
Councillor Mr R Jenkins

2) Minutes of Finance Committee meeting held on the 17th January 2013

Committee members had previously been circulated with a copy of the Minutes from the Finance Committee meeting held on 17th January 2013. Councillor Mrs S Geary drew Committee members attention to Page 3 of the report that records the Footpath Compensation to be included in the Five Year Plan as £6,500, on the actual Five Year Plan and in the budget sheets it has been recorded as £6,000. The Town Clerk assured members she will liaise with the administrative assistant, who administer the Footpath Forum, and confirm which is the correct figure.

3) To receive 5 Year Plan meeting minutes held on the 14th December 2012

Committee members had previously been circulated with a copy of the Report from the 5 Year Plan meeting held on 14th December 2012. Noted.

4) Discuss Expenditure Figure up to 31st May 2013

Committee members had previously been circulated with an expenditure budget sheet up to 31st May 2013. Councillor Mrs S Geary queried where the £5,000 building maintenance, as per the Five Year Plan, was budgeted. Councillor Williams explained this was spread throughout the main building categories, Old School, Town Hall and Llantonian Hall.

Councillor Mrs Lancaster asked for clarification if Bov Rd referred to the Boverton Road Regeneration Project. Councillor Williams confirmed it did.

5) To discuss which budget will be amended to allow for the £2,000 for Youth Council

Councillor Williams reminded Committee members that the Full Town Council had accepted the recommendations by the Youth Activities Forum that £2,000 be budgeted for 13/14 for the formation of the Youth Council. To date this money has not been placed anywhere in the budget, Councillor Williams suggested that it be given its own budget category heading. Committee members asked numerous questions regarding the Youth Activities Forums recommendation, those members present from the Youth Activities Forum replied. Councillor Williams informed Committee members that the Vale of Glamorgan Council had already sent an invoice for the £2,000, this has not been paid as it does not provide any details what the money was for. Councillor Williams assured Committee members that he has asked for a breakdown and once this is available it will be brought before Council prior to paying the invoice.

RESOLVED: That the Youth Council be given a separate budget heading, with a £2,000 budget for 13/14. That the budget for the Youth Council be taken out of reserves and the overall budget for 13/14 be increased by £2,000.

6) To discuss possible expenditure at allotments due to health and safety concern

Councillor Mrs S Geary declared an interest.

Committee members had previously been circulated with a report on the materials found at the allotments. A discussion took place with regards to concerns and the best way forward.

RESOLVED: That the Town Clerk be given a budget of £600 to go ahead and get samples from the materials within the allotments.

7) To discuss the proposed refurbishment project for the rear of the Old School

Committee members had previously been circulated with a copy of a report regarding the proposed refurbishment to the rear of the Old School. The Town Clerk explained this report was for information, as the whole report and quotations will be taken to a meeting of Recreation and Buildings on Monday 17th June, for discussion. There was to be a Finance meeting immediately after the Recreation and Buildings meeting to discuss the possible budget for this project. Noted.

8) To discuss Fields in Trust Grant application for Lorna Hughes Park

Committee members had previously been circulated with a copy of a report regarding the proposed Fields In Trust Grant for Lorna Hughes Park. The Town Clerk reminded Committee members that at the Full Town Council meeting on 30th May, she was asked to come up with

possible projects that the Town Council could apply for using this grant. Ideas she had come up with were, two new benches including installation and a new ride on mower. Confirmation had been received from the Vale of Glamorgan Council that the Town Council CASH Grant application had been successful (new stone pillars and dust path), although £530 less than applied for. Luckily the Town Council had budgeted £3,500 for these works, so although the match funding was now £1,555, this was covered. If the Finance committee resolved to move forward with the Fields In Trust Grant application, we could use the £1,945 surplus from the original budget and we would only have to find £900 to make up the match funding.

RESOLVED: That the Town Council proceed with the Field In Trust Grant for 2 new benches, installation and new ride on mower, totalling £9,959.38, with the match funding of £2,853 using an additional £900 out of the open spaces budget.

9) Discuss Income Figures up to 31st May 2013

Committee members had previously been circulated with the Income budget sheet up to 31st May 2013. Committee member queried if the figures were in line with previous years. The Town Clerk replied that the Town Hall was slightly down on previous years, but the others were holding their own.

10) Copy of Five Year Plan

Committee members had previously been circulated with a copy of the Five Year Plan.

Year 2 - 13/14

Councillor Mrs S Geary queried why the Five Year Plan mentioned new curtains for Llantonian Hall this financial year, when they were done last year. The Town Clerk replied that she had stated in the Five Year Plan meeting in December that if there was enough money left in the budget for 12/13 she would get the curtains, otherwise they were budgeted for 13/14. As there were sufficient funds available in the Llantonian Hall budget 12/13 the curtains were purchased. Councillor Marsh asked if there was any update regarding the purchase of new Cemetery land. The Town Clerk replied that no suggestions had been put forward yet. Committee members enquired what the budget for West Street Pool was for. The Town Clerk replied originally it was for repairs to the gully to try and control the flooding, but with the chicken wire in place this seemed to be working so far. Committee members queried if works had taken place to the Seaview Park wall yet. The Town Clerk informed members that the contract had been agreed back in February, but due to a hold up liaising with the highway department at Vale of Glamorgan Council, after discussion with the contractor it was agreed that works be held back until early October to allow for the summer traffic.

Year 3 – 14/15

Councillor Mrs S Geary informed Committee members that the Buildings Account figure of £8,000 was missing of the Five Year Plan for 14/15.

RESOLVED: That £8,000 Building Account be included in the Five Year Plan 14/15.

Councillor Williams reminded Committee members that suggestions for projects during 14/15 should be submitted to the Town Clerk to obtain costings etc prior to the next Five Year Plan meeting.

11) Current Bank accounts

Committee members were circulated with up to date Bank Account balances. Noted.

12) To set date of next Five Year Plan meeting

That a date be set for 3rd September 2013, 2.15pm, Heritage Centre

13) Date of next Finance Meeting

Councillor Williams asked Committee members to note the Finance Meeting being held on 17th June 2013, following Recreations and Buildings.

The date of the next Finance meeting be set for 10th October 2013