

**Report of Meeting of 5 Year Plan Committee held in
Heritage Centre, Town Hall on 18th November 2014**

Present; Councillor D Foster – Chairman

Councillors; Mrs A Knight
Mrs S Geary
J Evans
G Ingram

In attendance; Mrs R Quinn – Town Clerk

Apologies;
Councillor M Mason

2) To receive report of meeting held on 21st October 2014

Committee members had previously been circulated with a copy of the report from the previous meeting held on 21st October 2014. Noted

3) For information Expenditure and Income figures

Committee members had previously been circulated with a copy of the Expenditure and Income Figures up to 31st October 2014.

Expenditure

Committee members noted that the salaries expenditure budget figure continues to be monitored.

Income

Committee members noted that the Town Hall income had increased during October. The Town Clerk explained this was due to the reimbursement from British Gas. Committee members queried if any income had been received from the Vale of Glamorgan Council for the use of Old School for the library. The Town Clerk replied that to date an invoice has been sent but no payment received. Councillor Evans queried if the monies received from the library could be placed in a separate account and budget category then used solely for the redecoration of the Council Chamber. If enough money is received then this would enable the £5,000 reserved in the Five Year Plan to be used elsewhere. In addition a subcommittee be formed to oversee the redecoration and be given plenary powers to send up to the maximum of £5,000.

RECOMMENDED: That an agenda brief detailing the above be placed on the agenda of the Full Town Council meeting for consideration.

4) To discuss and set draft Expenditure and Income Figures for 2015/16, including breakdown figures for regular expenditure in budget categories

Committee members had previously been circulated with a copy of the draft Expenditure and Income Figures for 2015/16 based on the breakdown figures from the regular expenditure budget categories and the proposed projects in the Five Year Plan.

Councillor Mrs Knight queried the increase in the salaries category. The Town Clerk explained this was due to the extra staff members who had taken up the pension scheme, this was likely to increase further in coming years due to the governments ‘auto enrolment scheme’. Councillor

Mrs Geary queried why the water rates had increased for Llantonian Hall. The Town Clerk replied this was due to a water leak and the meter reading being very high in October. On investigation it appears that someone had altered the flushing system on the urinals and they were continually flushing, therefore a substantial amount of water had been used. We were not entitled to a rebate and had to cover the cost which was in the region of £880.

Councillor Foster reminded members that a number of the regular expenditures budgets could not be finalised until after the maintenance contracts had been awarded at the Finance meeting in January 2015. These contracts were for the next 3 years and as the figures we are currently looking at are over 3 years old there may be a substantial increase.

Expenditure

That the majority of the budget categories stay as circulated but the Establishment be increased by £3,000 and Allotment/Open Spaces by £2,000.

Income

These stay as circulated for the time being.

RECOMMENDED: That all figures as amended be considered when making a recommendation from the Five Year Plan meeting in December, which in turn is placed before the Finance committee in January 2015. That these figures may be amended in the January Finance meeting once the maintenance contracts are awarded.

5) To finalise proposed projects for Five Year Plan (Year 2), subject to confirmation of Precept figure

Committee members had previously been circulated with a copy of the proposed Five Year Plan following the inclusion of additional projects as discussed at the previous meeting. Committee members discussed the possibility of the Council Chamber redecoration being paid from all monies received from the library.

RECOMMENDED: That the proposed Five Year Plan be accepted, with the proviso that should the library money cover all works to the Council Chamber redecoration then the refurbishment of the Town Hall kitchen and toilets be incorporated into the Plan.

6) To finalise proposed Cemetery Fees for 2015/16 (Hiring fees to remain the same as previously discussed)

Committee members had previously been circulated with a copy of the cemetery fees for 2015/16 following the proposed increase from the previous meeting.

RECOMMENDED: That the proposed Cemetery Fees and Hiring Fees as circulated be placed before the meeting of the Finance meeting on 15th January 2015 for adopting.

7) To set date of next meeting

That the Town Clerk liaise with members to set a date for December once the Precept letter has been received from Vale of Glamorgan Council.