

**Report on Finance & Policy Committee Meeting**  
**Held 6<sup>th</sup> October 2016 at 7.00pm**  
**At Council Chamber, Old School, Wine Street, Llantwit Major**

PRESENT: Chairman – Councillor D Foster

Councillors; Mr M Marsh  
Mrs P Lancaster  
Mrs S Hanks  
Mr J Evans  
Mr E Williams  
Mrs S Geary  
Mr M Mason  
Mr R Austin  
Mr R Gant

Apologies were tendered on behalf of;

Councillor Mr E Hacker  
Councillor Mrs J Norman  
Councillor Mr G John  
Councillor Mr G Morgan

**Minutes of Finance Committee meeting held on the 9<sup>th</sup> June 2016 and Five Year Plan Committee meeting held on the 13<sup>th</sup> July 2016**

Committee members had previously been circulated with a copy of the Minutes from the Finance Committee meeting held on the 9<sup>th</sup> June 2016 and Five Year Plan Committee meeting held on the 13<sup>th</sup> July 2016. Noted

Councillor Mrs S Hanks and Councillor Mrs S Geary entered the Council Chamber.

**3) Discuss Expenditure and Income Figure up to 30<sup>th</sup> September 2016**

Committee members had previously been circulated with a copy of the expenditure and income budget sheet up to 30<sup>th</sup> September 2016.

**Expenditure**

The Town Clerk informed members that the Salaries budget was still looking very close, but it would continue to be monitored. Members were also asked to note that the Purchases budget was higher than in previous years, this is due to the amount of work now being completed 'in house' by the Gardener/Handyman.

Councillor Austin queried if the Fundraising account had been closed as stated in the previous minutes. The Town Clerk replied that the account was now clear but as yet confirmation had not been received that the account is actually closed.

#### Income

Councillor Foster informed members that all categories appeared to be on target for this year.

#### **4) To receive breakdown figures for works on Old School roof**

Committee members had previously been circulated with an agenda brief and breakdown figures for the works to the Old School roof. Councillor Foster informed members that works were nearing completion. As detailed on the breakdown sheet there was a number of additional jobs that were required once works had started, mainly repointing of walls and chimneys which was not apparent from ground level.

The Town Clerk added that Councillors were made aware at the Finance meeting in January, when the contract was discussed, that there may be additional works.

Councillor Foster concluded that originally the Town Council had budgeted £34,200 ex vat for the new roof but it had come in at £31,733 ex vat, therefore an underspend of £2,467. The additional works had come in at £4,020 ex vat.

A discussion took place regarding the underspend and additional works, it was;

**RESOLVED:** Permission be given for all the additional works to come out of the Buildings Account budget.

Committee members asked that their thanks to the Town Clerk, be recorded for the organisational work she did in bringing the re-roofing of the Old School to fruition.

#### **5) To authorise the transfer of funds from Buildings Account to Current Account**

Councillor Foster asked Committee members for permission to transfer £35,753 from the Buildings Account to the Current Account to cover the cost of all works to the Old School roof.

**RESOLVED:** That permission be given for the transfer of £35,753 from the Buildings Account to the Current Account.

**6) To discuss Five Year Plan, received update on Year 2 (2016/17) and discuss proposed projects for Year 3 (2017/18)**

Committee members had previously been circulated with a copy of the Five Year Plan and an update of projects completed this financial year, the past 3 years and those proposed projects for the coming years.

Committee members noted that the majority of the projects for this financial year had been completed. The Town Clerk reported that topple testing is still ongoing and that confirmation had been received that the grant application for the widening of path on Recreation Ground had been successful, although more information has to be submitted over the coming months.

Committee members discussed concerns being raised by hirers regarding the chairs in Llantonian Hall and the need for them to be replaced. Councillor Foster stated that although not budgeted in this financial year he felt this needs to be looked at as soon as possible.

**RESOLVED:** That Councillor Evans, Councillor Mrs Geary and Councillor Mrs Lancaster meet to discuss the style and cost of chairs, and their finding be brought back to a future meeting.

Committee members noted that to date the Town Council were still waiting for an update from the Vale of Glamorgan Council regarding Reshaping Services. It was agreed that until the Town Council is aware of what, if any, services the Vale of Glamorgan Council wish the Town Council to consider 'taking over' it be prudent to not make any decisions with regarding projects for the forthcoming financial year.

**RESOLVED:** The decision regarding projects for financial year 17/18 be delayed until such time as the Town Council have heard from the Vale of Glamorgan Council regarding its Reshaping Services Programme.

**7) Current Bank Accounts**

Committee members had previously been circulated with a copy of the current bank account balances. Noted.

**8) Date of next Finance Meeting**

The date of the next Finance meeting be set for 12<sup>th</sup> January 2017