

LLANTWIT MAJOR TOWN COUNCIL

**Report on Finance & Policy Committee Meeting
Held On Thursday 14th January 2016 at 7.00pm
At Llantonian Hall, Llantwit Major**

PRESENT: Chairman – Councillor Mr D Foster

Councillors: Mr M Marsh
Mr M Mason
Mrs S Hanks
Mr R Jenkins
Mrs S Geary
Mr G John
Mr J Evans
Mrs J Norman

Apologies

Councillor Mrs P Lancaster
Councillor Mr E Williams
Councillor Mr E Hacker
Councillor Mr G Morgan

Declarations of Interest Forms were received from Councillors.

There were no declarations of Interest Forms.

FINANCE

1) REPORT OF FINANCE COMMITTEE MEETING HELD 15TH JANUARY 2015

Committee members had previously been circulated with a copy of the Report from the Finance Committee meeting held on 15th January 2015, for information only.

2) TO RECEIVE REPORT OF FIVE YEAR PLAN MEETING HELD ON 14TH DECEMBER 2015

Committee members had previously been circulated with a copy of the Report from the Five Year Plan Committee meeting held on 14th December 2015, for information only.

3) BANK BALANCES

Committee members were circulated with the bank balances for each of the Town Council held accounts. Noted.

4) TO DISCUSS AGENDA BRIEF REGARDING AMENDMENTS TO SIGNATORIES AND INTERNET BANKING ARRANGEMENTS

Committee members had previously been circulated with an agenda brief regarding updating the banking mandate following the resignation of Mrs A Knight. Permission was being sought to amend the mandate to include the newly elected Councillor. The agenda brief also asked for a new Councillor to be elected to be an authorised signature on the internet banking.

RESOLVED: That the banking mandate be amended to include the newly elected Councillor and remove Mrs A Knight.

Further

RESOLVED: That Councillor Mrs J Norman be included as an authorised signature on the internet banking.

FINANCIAL YEAR 2015/16**5) GRANT AID APPLICATIONS**

Committee members had previously been circulated with copies of Grant Aid Applications submitted for Financial Year 2015/2016.

a) Grant Aid Application from Music In the Vale

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to Music In the Vale.

b) Grant Aid Application from St Illtyd's Church Flower Ladies

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to St Illtyd's Church Flower Ladies.

c) Grant Aid Application from Age Connect, Christmas Party 2016

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to Age Connect, Christmas Party 2016.

d) Grant Aid Application from Llantwit Major WI

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to Llantwit Major WI.

e) Grant Aid Application from Llantwit Major Boys Brigade

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to Llantwit Major Boys Brigade.

f) Grant Aid Application from Bridgend Samaritans

Brief discussion followed and it was;

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £100.00 to Bridgend Samaritans.

7) TO CONFIRM GRANT PAYMENT TO LLANILLTUD FAWR IN FLOWER RE; BOVERTON ROAD REGENERATION

Committee members had previously been circulated with a copy of a Grant Application form submitted by Llanilltud Fawr in Flower, as previously resolved by Full Town Council on 29th May 2014.

RESOLVED: That a sum of £450 be forwarded to Llanilltud Fawr in Flower from the Boverton Road Regeneration Project.

8) TO DISCUSS QUOTATIONS RECEIVED FOR INSTALLATION OF BONDED MULCH TO PLAY AREA ON RECREATION GROUND USING FUNDS FROM CONTINGENCY AND OLD SCHOOL BUDGET

Committee members had previously been circulated with quotations received for the installation of bonded mulch under the play equipment on the recreation ground. It had been recommended by the Five Year Plan that the monies for this could come from the contingency and old school budget so that it works could be completed as soon as possible during this financial year, ensuring the equipment is fit for purpose.

RESOLVED: The quotation received from GB Sports and Leisure in the sum of £4899.38 + vat be accepted, for installation of mulch to the basket swing, whirl, freerider, tornado and whizzer. The groundworks under the zipwire and climbing frame be reviewed at a later date.

It was also noted that the company recommended the laying of stone dressing to prolong the life of the mulch due to the drainage situation on the recreation field. The Town Clerk confirmed she had spoken to the Vale of Glamorgan playground inspector and he agreed with this recommendation.

RESOLVED: That an additional £1,966.50 + vat be accepted for the laying of stone dressing. The Town Clerk was asked to clarify the warranty on the mulch.

FINANCIAL YEAR 2016/17

9) TO DISCUSS FIVE YEAR PLAN AND PROPOSED GRANT APPLICATIONS

Committee members had previously been circulated with a copy of the current and proposed Five Year Plan, as well as copies of 2 grant applications received for events to be held in the Town. Members were informed that the Five Year Plan committee had put forward a recommendation that these events be supported in the next Financial Year.

RESOLVED: That the proposed Five Year Plan be adopted.

Further

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £1000.00 to Llantwit Major Events group for the Queens Event 12th June 2016.

Further

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £1000.00 to Llantwit Major 10k Run Committee for their event on 27th August 2016.

10) TO DISCUSS GRANT APPLICATION CHRISTMAS EVENT

Committee members had previously been circulated with a copy of a grant application received from Llantwit Major Events group for the Christmas Event in 2016.

RESOLVED: That in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that section, the Town Council approves the payment of the sum of £2500.00 to Llantwit Major Event Group for their Christmas event 2016. That the funds do not be released until the beginning of October.

11) TO DISCUSS QUOTATIONS RECEIVED FOR REPLACING ROOF ON OLD SCHOOL USING BALANCE OF BUILDING ACCOUNT

Committee members had previously been circulated with a copy of quotations received for the replacing of the main roof on the Old School. Councillor Foster reminded members that the monies for these works would come from the Buildings Account, which the Town Council had been paying monies into over the past 4 years to cover the cost of replacing the roof.

RESOLVED: The quotation received from C&A Scaffolding be accepted in the sum of £34,200+vat, for works to take place during the summer of 2016.

12) HIRING FEES

Committee members had previously been circulated with a copy of the hiring fees for premises and recreational facilities, cemetery and allotments. Councillor Foster informed members that the Five Year Plan had recommended that the fees do not be increased.

i) Premises & Recreational

Committee members had previously been circulated with copies of the current hiring fees.

RESOLVED: That all premises and recreational hiring fees not be increased and remain the same for year commencing 1st April 2016.

ii) Cemetery

Committee members had previously been circulated with copies of the current Cemetery charges and the proposed Cemetery charges.

RESOLVED: That the Cemetery charges not be increased and remain the same for year commencing 1st April 2016.

iii) Allotments

Committee members had previously been circulated with a copy of the Allotment rents.

RESOLVED: That the Cemetery charges not be increased and remain the same for year commencing 1st April 2016.

12) COUNCIL TAX PRECEPTS 2016/17 – TOWN AND COMMUNITY COUNCIL TAX BASE

Committee members had previously been circulated with a copy of a letter dated 15th December 2015 from the Vale of Glamorgan Council detailing the Council Tax Base Rate for 2016/17. Noted.

14) PROPOSED INCOME AND EXPENDITURE FIGURES AND TO DISCUSS FINALISING THE TOWN COUNCIL 2016/17 PRECEPT AMOUNT

Committee members had previously been circulated with proposed income and expenditure figures for financial year 2016/17 and an explanation of how the precept request amount is reached.

RESOLVED: The Town Council advise the Vale of Glamorgan Council's Revenues and Benefits Manager that the Town Council's 2016/17 precept requirement would be £229,318, subject to ratification by the Full Town Council meeting 28th January 2016.

POLICY

1) TO REVIEW AND ACCEPT STANDING ORDERS, 30TH MAY 2013

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Standing Orders 30th May 2013. Members were asked to review the Standing Orders and make any recommendations for amendments to Full Town Council for consideration.

RESOLVED: No amendments to be put forward and the Standing Orders be accepted as they stand.

2) TO REVIEW AND ACCEPT FINANCIAL REGULATIONS

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Financial Regulations. Members were asked to review the Financial Regulations and make any recommendations for amendments to Full Town Council for consideration.

RESOLVED: That point 11 be amended to allow the Town Clerk to have approval to spend up to £1,000 for emergencies and day to day running of the Town Council.

3) TO REVIEW AND ACCEPT FINANCIAL RISK ASSESSMENT

Committee members had previously been circulated with a copy of the Financial Risk Assessment. Members were asked to review the Financial Risk Assessment and make any recommendations for amendments to Full Town Council for consideration.

RESOLVED: No amendments to be put forward and the Financial Risk Assessment be accepted as they stand.

4) TO REVIEW AND ACCEPT STATEMENT OF INTERNAL CONTROL 31ST MARCH 2016

Committee members had previously been circulated with a copy of the Statement of Internal Control 31st March 2016. Members were asked to review the Statement of Internal Control and make any recommendations for amendments to Full Town Council for consideration.

RESOLVED: No amendments to be put forward and the Statement of Internal Control 31st March 2016 be accepted as they stand.