

LLANTWIT MAJOR TOWN COUNCIL

**Report on Finance & Policy Committee Meeting
Held On Thursday 14th January 2020 at 7.00pm
At Old School, Llantwit Major**

PRESENT: Chairman – Councillor Mr D Foster

Councillors: Mrs S Hanks
Mr D Powell
Mr G Thomas
Mr R Gant
Dr D Ellis
Mr J Evans
Dr P Dickson
Mr G Morgan
Mr G John
Mr G Wilkie

Apologies

Councillor Mrs G Hughes

Declarations of Interest Forms were received from Councillors.

Pursuant to the requirements of this Councils Code of Conduct, Councillor G Morgan declared an interest under Finance, Item 10, to discuss tenders received for works to ground at entrance to the Llantwit Major Rugby Club.

Pursuant to the requirements of this Councils Code of Conduct, Councillor J Evans declared an interest under Finance, Item 10, to discuss tenders received for works to ground at entrance to the Llantwit Major Rugby Club.

FINANCE

1) REPORT OF FINANCE COMMITTEE MEETING HELD 10TH JANUARY 2019

Committee members had previously been circulated with a copy of the Report from the Finance Committee meeting held on 10th January 2019, for information only. Noted.

2) TO RECEIVE REPORT OF FIVE YEAR PLAN MEETING HELD ON 11TH DECEMBER 2019

Committee members had previously been circulated with a copy of the Report from the Five Year Plan Committee meeting held on 11th December 2019. Noted

3) BANK BALANCES AND CLARIFICATION ON COUNCIL ACCOUNTS

Committee members were circulated with the bank. Noted.

FINANCIAL YEAR 2018/19

4) INCOME AND EXPENDITURE UP TO 31ST DECEMBER 2019

Committee members had previously been circulated with copies of the Income and Expenditure up to 31st December 2019.

Income

Councillor Foster stated that all budgets were looking to be on target. Councillor Dr Dickson queried the budget for Allotment/Open Spaces that had no figures against it yet. The Town Clerk confirmed that the invoices for Allotments would go out tomorrow.

Expenditure

Councillor Foster stated that as a whole he felt the financial year was going well, considering the amount of services we provide, and projects we complete.

5) GRANT AID APPLICATIONS

Committee members had previously been circulated with copies of Grant Aid Applications submitted for Financial Year 2019/2020.

RESOLVED: All applications for Grant Aid be brought back to the Full Town Council 27th February 2020.

FINANCIAL YEAR 2020/21**6) TO DISCUSS GRANT APPLICATIONS 10K COMMITTEE**

Committee members had previously been circulated with a copy of a grant application received from Llantwit Major 10K Committee for the 2020 event.

RESOLVED: 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 or purchases to the sum of £1,000 (ex vat) to Llantwit Major 10K Committee.

7) TO NOTE RECEIPT OF LGA 1972, S137, EXPENDITURE LIMIT

Committee members had previously been circulated with a copy of a letter dated November 2019 from the Welsh Government detailing the Appropriate Sum under Section 137(4)(A) of the Local Government Act 1972, Section 137 Expenditure. Noted.

8) TO NOTE COUNCIL TAX PRECEPTS 2020/21 – TOWN AND COMMUNITY COUNCIL TAX BASE

Committee members had previously been circulated with a copy of a letter dated 10th December 2019 from the Vale of Glamorgan Council detailing the Council Tax Base Rate for 2020/21. Noted.

9) TO RECEIVE PROPOSED BUDGET AND FINALISE THE TOWN COUNCIL 2020/21 PRECEPT REQUEST

Committee members had previously been circulated with a copy of the proposed income and expenditure budget figures for financial year 2020/21. Councillor Foster asked members to refer to the Five Year Plan report 11th December 2019.

RESOLVED: The Town Council advise the Vale of Glamorgan Council's Revenues and Benefits Manager that the Town Council's 2020/21 precept requirement would be £247,930, subject to ratification by the Full Town Council meeting 30th January 2020.

ADDITIONAL**10) TO DISCUSS TENDERS RECEIVED FOR WORKS TO GROUND AT ENTRANCE TO LLANTWIT MAJOR RUGBY CLUB**

Councillor Morgan and Councillor Evans declared an interest.

Committee members had previously been circulated with a copy of an agenda brief and photographs regarding the tenders sought by the Town Council for repair works at the entrance to Llantwit Major Rugby Club.

RESOLVED: That a letter be sent to the Chair of Llantwit Major Rugby Club confirming the Town Council had received and discussed tenders for the above works and were seeking assurances that the Rugby Club will contribute half the cost for the works.

Further

RESOLVED: That the works be awarded to RDR at a cost of £668.00 + vat for dig out and laying of new concrete footpath, and £619.00 + vat for making good and laying turf to the banking area, once confirmation from the rugby club had been received.

11) TO DISCUSS PROPOSED LETTER AND OPENING OF BANK ACCOUNT FOR TRADERS TO CONTRIBUTE TOWARDS INSTALLATION OF CHRISTMAS ILLUMINATIONS

Committee members had previously been circulated with a copy of a proposed letter to be sent to traders in the Town seeking a £5 monthly contribution towards the installation of Illuminations. The Town Council would then issue this money to whichever committee oversees the installation of the new Illuminations purchased using the Vale of Glamorgan grant money.

RESOLVED: That the letter be sent to all traders and the Chamber of Trade. The Town Study Account be used to facilitate these monies. The Town Clerk to report back with any feedback received and the whole project be reviewed at a later date if needed.

Further

RESOLVED: That letters be sent to both the Llantwit Major Events Group and Llantwit Major Christmas Committee, thanking them for all their hard work and efforts put in over the Christmas period.

12) TO NOTE RECEIPT OF CORRESPONDENCE FROM LLANTWIT MAJOR TENNIS CLUB RE CONFIRMATION OF CONTRIBUTION VIA SECTION 106 FUND OF £15,000 TOWARDS NEW FLOODLIGHTS FOR TENNIS COURTS AND GRANT APPLICATION TO SPORTS WALES

Committee members had previously been circulated with a copy of an email received from the Llantwit Major Tennis Club confirming receipt of £15,000 from Section 106 towards new floodlights for tennis courts and a copy of the proposed grant application to Sports Wales for the same project. Councillor Foster reminded Committee members that although the tennis club are completing the grant application form the submission will be from the Town Council as owners of the land. Further updates will be brought back to Full Town Council before the forms as actually submitted and figures finalised. Noted.

POLICY

1) TO REVIEW AND ACCEPT STANDING ORDERS

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Standing Orders. 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 discuss the amendments put forward in relation to spend limits on the Town Council credit card.

RESOLVED: That the amendments put forward be accepted.

3) TO REVIEW AND ACCEPT STATEMENT OF INTERNAL CONTROL 31ST MARCH 2020

Committee members had previously been circulated with a copy of the Statement of Internal Control 31st March 2020. Members were asked to review the Statement of Internal Control and discuss the amendments put forward in relation to spend limits on the Town Council credit card.

RESOLVED: That the amendments put forward be accepted.

4) 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 discuss the amendments put forward in relation to spend limits on the Town Council credit card.

RESOLVED: That the amendments put forward be accepted.