

**LLANTWIT MAJOR TOWN COUNCIL**

**Report on Finance & Policy Committee Meeting  
Held in the Council Chamber and remotely  
on Thursday 23<sup>rd</sup> January 2025 at 7.00pm**

PRESENT: Chairman – Councillor D Foster

Councillors: S Hanks  
E Williams  
G Thomas  
D Powell  
Dr D Ellis  
Dr P Dickson  
J Deakin  
J Lewis  
G Hughes  
W Norman  
J Norman

**Apologies**

Councillor G Morgan

**Declarations of Interest Forms were received from Councillors.**

There were no declarations of interest.

**FINANCE**

**1) REPORT OF FINANCE COMMITTEE MEETING HELD 17<sup>TH</sup> OCTOBER 2024**

Committee members had previously been circulated with a copy of the Report from the Finance Committee meeting held on 17<sup>th</sup> October 2024, for information only. Noted.

**2) TO RECEIVE REPORT OF FIVE YEAR PLAN MEETING HELD ON 15<sup>TH</sup> JANUARY 2025, (yet to be ratified by Full Town Council)**

Committee members had previously been circulated with a copy of the Report from the Five Year Plan Committee meeting held on 15<sup>th</sup> January 2025. Noted

**FINANCIAL YEAR 2024/25**

**3) EXPENDITURE AND INCOME FINANCIAL REPORT UP TO 31<sup>ST</sup> DECEMBER 2024**

Committee members had previously been circulated with copies of the Expenditure and Income up to 31<sup>st</sup> December 2024.

**Expenditure**

Councillor Foster ran through the report, it was noted that the Establishment budget would be over this year mainly due to an increase in cost of services, overall expenditure is under so later in the year this can be looked at. The Town Clerk reported that the monies earmarked for the replacement boiler in the Council Chamber, Old School would now not be required, as we have managed to repair it. This said unfortunately in the last week the pump has now gone on the main boiler and due to the pipework, this must be custom made and will take around 3 weeks, at a cost of £1,500. Retrospective permission for these works will be going before Full Town Council end of January.

**RECOMMENDED:** That the monies earmarked for the replacement boiler in Council Chamber be moved to cover the cost of new pump for main building.

Income

Councillor Foster reported that all budgets are on scheduled and currently no concerns.

**4) TO CONFIRM APPOINTMENT OF PAUL EDDINS FCA, CHARTERED ACCOUNTANT, AS INTERNAL AUDITOR**

Committee members discussed the appointment of an internal auditor for 2024/25, it was noted that Paul Eddins has completed our internal audit for the past 2 financial years to an acceptable level.

**RESOLVED:** That Paul Eddins FCA be appointed as the internal auditor for 2024/25 at a cost of £500.

FINANCIAL YEAR 2025/26

**5) TO NOTE RECEIPT OF LGA 1972, S137, EXPNDUTIRE LIMIT FOR 2025/26**

Committee members had previously been circulated with a copy of a letter received from the Welsh Government, dated 4<sup>th</sup> November 2024, detailing the expenditure limit relating to S137 spends for 2025/26. Noted.

**6) HIRING FEES**

Councillor Foster informed committee members that the hiring fees had been discussed at the Five Year Plan meeting 22<sup>nd</sup> October 2024, the report of this was ratified by Full Town Council 31<sup>st</sup> October 2024. The recommendation had been that no increase be made this financial year. Noted.

**7) TO NOTE COUNCIL TAX PRECEPTS 2025/26 – TOWN AND COMMUNITY COUNCIL TAX BASE**

Committee members had previously been circulated with a copy of a letter dated 20<sup>th</sup> December 2024 from the Vale of Glamorgan Council detailing the Council Tax Base Rate for 2025/26. Noted.

**8) TO RECEIVE PROPOSED BUDGET AND FINALISE THE TOWN COUNCIL 2025/26 PRECEPT REQUEST**

Committee members had previously been circulated with a copy of the proposed income and expenditure budget figures for financial year 2025/26. Councillor Foster asked members to refer to the Five Year Plan report 15<sup>th</sup> January 2025, and the red proposed budget figures. The increase in these figures was to cover the cost should we take over the toilets and car parks from Vale of Glamorgan Council, it is still unclear when this will happen, but we can't stand still and have no monies available when the time comes. The Town Clerk reported the figures were based on expenditure figures provided by the Vale of Glamorgan Council and a new member of staff working 18hrs a week. The full breakdown was taken to the Five Year Plan committee and was available should any Town Councillor wish to view. Prior to the Town Council taking over the toilets a discussion would be needed re staffing etc.

**RECOMMENDED:** The Town Council advise the Vale of Glamorgan Council's Revenues and Benefits Manager that the Town Council's 2025/26 precept requirement would be £335,856, subject to ratification by the Full Town Council meeting 30<sup>th</sup> January 2025. It was noted this would result in an increase of £13.09 per Band D house to £76.61 per year to the Town Council.

Committee members discussed whether a press release/leaflet drop should be made to explain to residents why the Town Council precept has increased by £13.09 a year, £1.39 a month.

**RECOMMENDED:** That a press release be made and posted on the Town Council website and in Council offices explaining the unfortunate need to increase the Precept request. This is due to the Vale of Glamorgan Council proposing to close the toilets within the Town Centre unless the Town Council were to take them on, alongside 3 car parks within the Town. This has led to the difficult decision to increase the Precept, because as a Town Council we do not wish to see these facilities lost to the residents of Llantwit Major.

## POLICY

### **1) TO REVIEW AND ACCEPT STANDING ORDERS**

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Standing Orders dated 23<sup>rd</sup> January 2025. Noted.

### **2) TO REVIEW AND ACCEPT FINANCIAL REGULATIONS**

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Financial Regulations dated 23<sup>rd</sup> January 2025. Noted.

### **3) TO REVIEW AND ACCEPT STATEMENT OF INTERNAL CONTROL 31<sup>st</sup> MARCH 2024**

Committee members had previously been circulated with a copy of Llantwit Major Town Councils Statement of Internal. Noted.

### **4) TO REVIEW AND ACCEPT FINANCIAL RISK ASSESSMENT**

Committee members had previously been circulated with a copy of the Financial Risk Assessment. Noted.