

KIDWELLY TOWN COUNCIL

17th JANUARY 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwenllian Centre, Kidwelly on Tuesday 17th January 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor S.Finch
Chair D.Jones
Councillors: R.Davies, K.Davies, J.Lane, A Jenkins
T.Burns, H.Gilasbey, R.Thomas, F.Burke-Lloyd,
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor G.G.Jones

523 MEMBERS' DECLARATIONS OF INTEREST

Minute 525 – County Councillor K.Davies, Councillor F.Burke-Lloyd

Minute 531 – Councillor H.Gilasbey

Matters Arising from the Finance Committee Meeting of 13th December 2011

524 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

525 CORRESPONDENCE – SEPTEMBER 2011

1	Princess Gwenllian Hall	A meter reading of electricity used by the town council shows usage is significantly higher than that paid for. It was RESOLVED to pay the £1133 requested by the hall trustees. Future payments will reflect actual electricity usage. Note and Close this item.
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526 FINANCIAL STATEMENTS

The statements for months 7 & 8 were made available.

527 BILLS FOR PAYMENT – DECEMBER 2011

	Invoice No	To	Re	Total	Cat
1	MO1014	Philip Murrell	Disposal of dead horse at Quay	217.50	E
2	1101346943	Konica Minolta	Copy costs 04/09/11 - 03/12/11	89.84	R
3	15/04/5544	Konica Minolta	Hire 3/12/11 to 02/03/2012	158.62	R
4	JP354	Just Print	Mayor's Christmas cards 200	117.60	R
5	82	Excel Electrics	Supply & fit PIR light to portacabin	75.00	R
6	1179836	Wernick Hire	December Rental -porta cabins	393.27	R

7	18467	Phoenix Ltd	Annual service of lift	114.00	R
8	0916 ACR281	Travis Perkins	Materials for Temp Bridge Repair	53.43	E
9	0916 ACR282	Travis Perkins	Materials for Temp Bridge Repair	8.10	E
10	32339	Water for you Ltd	Staff Water	17.82	R
11	110069	Ungoed Thomas & King	Costs - Garden Cottage 07/11	900.00	E
12	1085760	BDO	Auditing Annual Return	702.00	R
13	SJG/01/12	J.Gilasbey	Mayor's Tranche (2)	800.00	R
14	0048LKJ	Siddell Environmental Services	Undocking drains 24 Station Road	114.00	R
15	G.6/26A	R.T.Electrics	Christmas illuminations	9041.86	R
				12803.04	

The Town Clerk reported that item 11 was for work carried out over the past 10 years and the matter has now been completed. Breakdown of item 15 was requested.

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

528 CHEQUES RAISED – DECEMBER 2011

		Payee	Description	Total	Cat
1	BACS	S Chilvers	IT support 01.06.11 - 30.11.11	113.75	R
2	BACS	S Chilvers	Web Site Maintenance & Training	227.50	R
				341.25	

It was **RESOLVED** to note and **Close** this table from the minutes.

529 DIRECT DEBITS – DECEMBER 2011

	Date Fixed Charges	Expense	Description	Total	Cat
1	02.12.11	SWALEC	Electricity	20.00	R
2	02.12.11	British Gas	Gas	269.00	R
3	09.12.11	Cathedral Hygiene	Feminine Hygiene	56.16	R
4	15.12.11	CCC	Rates	17.00	R
5	15.12.11	CCC	Rates	535.00	R
6	16.12.11	British Gas	Gas	19.00	R
				916.16	

Variable charges- Telepay

1	08.12.11	Telepay	Wages	340.17	R
2	14.12.11	Telepay	Wages	330.37	R
3	21.12.11	Telepay	Wages & Caretaker	3,511.29	R
				4,181.83	

Additional Telepay Charges

1	16.12.11	PAYE		1341.09	R
2	16.12.11	N.J.Landscapes	Agreed 13/12/11	2197.20	R
3	16.12.12	Louise Burman	Agreed 13/12/11	78.13	R
4	16.12.13	Wernick Hire	Agreed 13/12/11	380.58	R

5	16.12.14	Viking Direct	Agreed 13/12/11	642.54	R
6	19.12.11	Steve Chilvers	Agreed 13/12/11	341.25	R
				4980.79	

Additional Telepay Charges [2] N J Landscapes was queried
It was **RESOLVED** to note and **Close** this table from the minutes.

530 CONFIRMATION OF BUDGET 2012-2013

The proposed budget had been previously circulated. Slight amendments were made.
It was **RESOLVED** to confirm the budget for 2012 – 2013 with an increase of 2.31% in the precept.

For			Against
J.Gilasbey	K.Davies	F.Burke-Lloyd	A.Jenkins
S.Finch	T.Burns	R.Thomas	
D.Jones	J.Lane		
R.Davies	H.Gilasbey		

It was **RESOLVED** to publish the budget, in full, on the website.
Note and **Close** this item.

531 RISK ASSESSMENT – 2011 - 2012

The Risk assessment had been previously circulated and amendments made. It was **RESOLVED** to accept the Risk Assessment 2011-2012. Note and **Close** this item.

532 MATTERS REFERRED FROM COMMITTEES

The invoice for the Christmas Lights for Mynydd y Garreg Hall did not include VAT. It was **RESOLVED** to pay the VAT of £100, on receipt of an amended invoice. Note and **Close** this item.

533 CORRESPONDENCE – JANUARY 2012

There was no correspondence. Note and **Close** this item.

534 ANY OTHER URGENT BUSINESS – JANUARY 2012

There was no other urgent business. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

14th FEBRUARY 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwenllian Centre, Kidwelly on Tuesday 14th February 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor S.Finch
Chair D.Jones
Councillors: R.Davies, K.Davies, J.Lane, A Jenkins
T.Burns, H.Gilasbey, R.Thomas, F.Burke-Lloyd
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor B.Huws

589 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 17th January 2012

590 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

591 FINANCIAL STATEMENTS

The Town Clerk informed members that the accounts for the year end 31st March 2012 will be closed on 11th June 2012.

592 BILLS FOR PAYMENT – JANUARY 2012

Invoice No	To	Re	Total	Cat
1 9741	JRB Enterprise Ltd Valuation Office	Dog waste bag dispenser & bags	357.60	C/R
2 25000149	Agency	Valuation of 2 Bridge Street 24/11/11	720.00	R
3 1519	NJ Landscapes	Emptying bins January 2012	172.80	E
4 4028	Castle News Soc of Local Council	Newspapers	38.75	R
5 10224	Clerks	Membership subscription	190.00	R
6 14214	Ridler Webster	Design work - marketing the gaps	16,712.00	P
7 Ca734984211	SWALEC	Unmetered Christmas lighting	153.63	R
8 32665	Water for you	Water & service	18.00	R
9 8777	Wernick Hire	Rental portacabin - January	393.24	R
10 92905044	CCC	Supply & fit of Christmas trees/barriers	726.00	R
			19482.02	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve

The Town Clerk gave a breakdown of the Christmas expenses. Motifs for December 2012 have been ordered, as early purchase attracted excellent discounts. Any failure of the motifs to light will be monitored next Christmas.

It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

593 CHEQUES RAISED – JANUARY 2012

	Cheques	Payee	Description	Total	Cat
1	6495	K D Electrics	Mynydd y Garreg Christmas lights	100.00	R
2	6496	Gwenllian Centre	KTC electricity usage	1133.00	R
				1233.00	

It was **RESOLVED** to note and **Close** this table from the minutes.

594 DIRECT DEBITS – JANUARY 2012

	Date	Expense	Description	Total	Cat
1	03.01.12	Dwr Cymru	Water	10.50	R
2	03.01.12	Dwr Cymru	Water	27.50	R
3	03.01.12	British Gas	Gas	19.67	R
4	03.01.12	SWALEC	Electricity	20.00	R
5	03.01.12	BT	Telephone	75.00	R
6	03.01.12	British Gas	Gas	269.00	R
7	16.01.12	CCC	Rates	12.00	R
8	16.01.12	British Gas	Gas	19.00	R
9	16.01.12	CCC	Rates	535.00	R
				987.67	

Telepay January 2012

	Date	Expense	Description	Total	Cat
1	05.01.12	Wages	Staff	345.37	R
2	09.01.12	Wages	Staff -quarterley pensions	2,334.02	R
3	12.01.12	Wages	Staff	330.17	R
4	19.01.12	Wages	Staff & PAYE December	3,450.09	R
5	26.01.12	Wages	Staff	3,312.82	R
		Wages	PAYE January	2,097.85	E
		N J Landscapes	Bin emptying – December 2011	172.80	R
		Nigel Dorrington	Planters	1,450.00	C
		Wernick Hire	Rental portacabin December	393.27	R
				13886.39	

It was **RESOLVED** to note and **Close** this table from the minutes.

595 REQUESTS FOR FINANCIAL ASSISTANCE

It was **RESOLVED** to pay the following donations:-

1	Crime Prevention Trust's Bobby Van	£100
2	Cruse Bereavement care	£100
3	MacMillan Cancer Support	£100

It was **RESOLVED** to pay the following grants:-

1	Kidwelly Industrial Museum	£3000
2	Kidwelly Youth Council	£1000
3	Kidwelly Town Forum	£1000
4	Princess Gwenllian Hall Trust	£10000

These organizations will be invoiced for work on projects and grant applications carried out by the Town Council's Project Officer on their behalf.

Note and **Close** this item.

596 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

597 CORRESPONDENCE – FEBRUARY 2012

There was no correspondence. Note and **Close** this item.

598 ANY OTHER URGENT BUSINESS – FEBRUARY 2012

There was no other urgent business. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th MARCH 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 13th March 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor S.Finch
Chair D.Jones
Councillors: K.Davies, J.Lane, A Jenkins, B Huws,
T.Burns, H.Gilasbey, R.Thomas, F.Burke-Lloyd
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor R. Davies

645 MEMBERS' DECLARATIONS OF INTEREST

Minute 651 – Issue2 – Councillors K.Davies and F.Burke-Lloyd.

Matters Arising from the Finance Committee Meeting of 14th February 2012

646 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

647 FINANCIAL STATEMENTS

The Town Clerk had circulated the accounts up to the end of month 10. A query on cemetery income was made.

648 BILLS FOR PAYMENT – FEBRUARY 2012

	Invoice No	To	Re	Total	Cat
1	116	Excel Electrics Ltd	Replacement of convector heater	55.00	R
2	PGH-ap1	Gwennlian Hall	Hire of conference room	360.00	R
3	15/12/1938	Ridler & Webster	Design work - Marketing the Gaps	6840.00	P
4	1396	Grants on line	Subscription	150.00	R
5	538893	Viking Direct	Stationery	128.18	R
6	#123	Greener Copywriting	Copywriting - Marketing the Gaps	661.00	R
7	92917297	CCC	Footway lighting 01.08.11-31.03.12	4,372.92	R
8	1525	N J Landscapes	Cutting & removing 10 trees	498.00	E
9	1526	N J Landscapes	Emptying bins - february 2012	172.80	E
10	1967	Wernick Hire	Portacabin rental - February 2012	367.89	R
11	14231	Ridler & Webster	Marketing the Gaps - map supply	132.00	P
12	30485351	Crown Estate	Rent for foreshore	234.00	E
13	32339/33215	Water for you	Water	23.76	R
14	165KIDW01-0312	C26 Computing	Website - Marketing the Gaps	1100.00	P
15	KTC1	The Mayor	Reimbursement Gravell's plaque	35.00	R
				15130.55	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
 It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

649 CHEQUES RAISED – FEBRUARY 2012

	Cheque	Payee	Description	Total	Cat
1	6497	HMRC	Income tax underpayment 2010-11	212.04	R
2	6498	HMRC	Penalty payment 2010-11	400.00	R
3	6499	HMRC	Penalty payment 2010-11	500.00	R
4	6508	Dyfed-Powys Crime Prevention	Bobby van donation	100.00	R
5	6509	Cruse Bereavement Care	Donation	100.00	R
6	6510	MacMillan Cancer Care	Donation	100.00	R
7	6511	Carmarthenshire County Council	Rates - Portacabins 2011-2012	545.70	R
				1957.74	

It was **RESOLVED** to note and **Close** this table from the minutes.

650 DIRECT DEBITS – FEBRUARY 2012

	Date	Expense	Description	Total £	Cat
1	01.02.12	Dwr Cymru	Water	10.50	R
2	01.02.12	Dwr Cymru	Water	27.50	R
3	01.02.12	BT	Telephone	75.00	R
4	01.02.12	BT	Telephone	95.29	R
5	02.02.12	British Gas	Gas	19.67	R
6	02.02.12	SWALEC	Electricity	20.00	R
7	02.02.12	British Gas	Gas	269.00	R
8	13.02.12	Heart Internet Ltd	Internet charges	107.99	R
9	16.02.12	British Gas	Gas	19.00	R
10	20.02.12	BT	BT Internet	97.50	R
				741.45	

TELEPAY PAYMENTS

	Date	Expense	Description	Total	Cat
	09.02.12	N.J.Landscapes	Bin clearance January	177.80	E
	23.02.12	Wernick Hire	Rental Portacabin January	393.24	R
		Youth Council	Grant	1000.00	P
		Industrial Museum	Grant	3000.00	P
		Town Forum	Grant	1000.00	P
		Gwenllian Hall	Grant	10000.00	P
		Wages	Staff & caretaker	3466.31	R
		PAYE	Staff	1442.24	R
			Charges	5.00	
				20306.8	
				20484.59	

It was **RESOLVED** to note and **Close** this table from the minutes.

651 REPORT ON FINANCIAL ISSUES

It was **RESOLVED** to consider this item “*in camera*” as it concerned staffing matters. The Town Clerk’s report gave details of the following matters.

Issue 1 – related to payments to HMRC

Issue 2 – related to payments from the Princess Gwennlian Centre.

It was **RESOLVED** to give a grant of £1500 to the community hall.

Note and **Close** this item.

652 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

653 CORRESPONDENCE – MARCH 2012

1	The Well Community Church	A request for funding of a replacement door has been received. As the church is well used by the community it was RESOLVED to give a donation of £500. Note and Close this item.
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654 ANY OTHER URGENT BUSINESS – MARCH 2012

There was no other urgent business. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

17th APRIL 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 17th April 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor S.Finch
Chair D.Jones
Councillors: K.Davies, J.Lane, A Jenkins, B Huws, R.Davies
T.Burns, R.Thomas, F.Burke-Lloyd
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor H.Gilasbey

698 MEMBERS' DECLARATIONS OF INTEREST

Minute 704 [B] Councillors J.Gilasbey and R.Thomas left the room

Minute 704 [C] Councillors K.Davies and F.Burke-Lloyd left the room

Matters Arising from the Finance Committee Meeting of 13th March 2012

699 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

700 FINANCIAL STATEMENTS

The end of year statements are being prepared.

701 BILLS FOR PAYMENT – MARCH 2012

	Invoice	Payee	Description	Total	Cat
1	1102467291	Konica Minolta	Copier rental	158.62	R
2	1102455824	Konica Minolta	Photocopies	70.31	R
3	ID 1063	One Voice Wales	Subscription 2012-13	406.00	R
4	KTC 2	Rook's Trophies	Tear drop - outgoing Mayor	39.95	R
5	31399	Wernick Hire	Portacabin rental - March	393.27	R
6	14249	Ridler & Webster	Leaflets - Marketing the Gaps	3945.00	P
7	#001	Karen Slade	Transcription costs	30.00	R
8	ST/03.12	Dyfrig Dalziel	Storage 28.03.12-30.06.12	162.85	R
9	0916ACT776	Travis Perkins	Chippings & paint	38.04	E
10	KTC 3	St Mary's Church	Hire of Parish Rooms 20.03.12	16.00	R
11	1542	N J Landscapes	Grass cutting, bins - March. moles removed	2121.31	E
12	170	Excel Electrics	PAT Testing electrical equipment	63.00	R
13	297	Peter Gower	Boxing in town clock & associated work	300.00	E
14	33626	Water for you	Water	13.74	R
15	33	Time for Tea	Open & closing town toilets	80.00	R
16	852	Pockock Builders	Supply & fix door at The Well	494.12	R
17	5394	Carms Tourist Assoc	Membership fees	87.04	R
				8419.25	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
 It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

702 CHEQUES RAISED – MARCH 2012

	Cheque	Payee	Description	Total	Cat
1	6521	CCC	CCC's error - paid KTC not PGC	45.00	R
2	6522	Rook's Trophies	Gravell's 80th anniversary teardrop	35.00	R
				80.00	

It was **RESOLVED** to note and **Close** this table from the minutes.

703 DIRECT DEBITS – MARCH 2012

	Date	Payee	Description	Total	Cat
1	01.03.12	Dwr Cymru	Water	10.50	R
2	01.03.12	Dwr Cymru	Water	27.50	R
3	01.03.12	BT	Telephone	75.00	R
4	02.03.12	British Gas	Gas	19.67	R
5	02.03.12	SWALEC	Electricity	20.00	R
6	02.03.12	British Gas	Gas	269.00	R
7	09.03.12	Cathedral Leasing	Hygiene bins	56.16	R
8	14.03.12	British Gas	Gas	6.75	R
9	16.03.12	British Gas	Gas	19.00	R
				503.58	

Telepay March 2012

	Date	Payee	Description	Total
1	27.03.12	NJ Landscapes	Cutting & removing trees	498.00
2		NJ Landscapes	Emptying bins - February	172.80
3		Wernick Hire	Portacabin Hire	367.89
4		PGC	Hall hire	360.00
5		Viking Direct	Stationery	128.18
6		C26 Computing	Website - Marketing the Gaps	1100.00
7		Staff	Wages inc caretaker	3466.51
8		HMRC	PAYE staff	1233.42
9		Dyfed Pension Fund	Staff pensions	1995.58
				9322.38

It was **RESOLVED** to note and **Close** this table from the minutes.

704 REQUESTS FOR FINANCIAL ASSISTANCE

[A] It was **RESOLVED** to make the following donations:-

1	Kidwelly Town Bowling Club	£120
2	Ty Golau	£200
3	Sculpture Cymru	£200
4	Llandyfaelog Eisteddfod	£100

Confirmation would be sought that these organisations are charities or not for profit organisations.

[B] It was **RESOLVED** to release £500 of the money granted to the Youth Council to cover start up costs and rent of the Youth Hut.

[C] It had previously been resolved that the Princess Gwenllian Centre be permitted to pay off arrears of wages owed, in instalments. There will be no change to this arrangement but the situation will be reviewed in 6 months.

Note and **Close** this item.

705 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

706 CORRESPONDENCE – APRIL 2012

1	The Well Community Church	Thanks have been received for the grant towards the new door. Note and Close this item.
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707 ANY OTHER URGENT BUSINESS – APRIL 2012

There was no other urgent business. Note and **Close** this item.

The Chair who was not standing for re-election thanked councillors for their support over the past three and a half years and wished them well in the election. He thanked staff for the work done on the accounts and budget setting process.

Councillor Dilwyn Jones was thanked for his years of service as Chair of the Finance Committee.

KIDWELLY TOWN COUNCIL

15th MAY 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 15th May 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: K.Davies, B Huws, R.Davies, L.Finch-Jones, N.Howell-Davies
M.Thomas, F.Burke-Lloyd, H.Jones, G.G.Jones, H.Gilasbey
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor

43 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 17th April 2012

44 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

45 BILLS FOR PAYMENT – MAY 2012

	Invoice	Payee	Description	Total	Cat
1	10068	JRB Enterprises	Dog waste bags	262.80	R
2	91468726	Ordnance Survey	Publishing Licence - Marketing the Gaps maps	288.00	P
3	310.2012	Ungoed Thomas & King	Fees - sale of 2 Bridge Street	2168.00	R
4	41444	Wernick Hire	Portacabin hire - April 2012	380.58	R
5	34221	Water for You	Water	11.88	R
6	1216	Data Complete	Reprogramming telephone system	78.00	R
7	PW1	Pauline Williams	Mayor's Buffet	915.00	R
8	KN1	Kath Nicholas	Small Cakes	76.00	R
9	JG1	Jeanette Gilasbey	Wine for Mayor's Buffet	98.67	R
				4278.93	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

46 CHEQUES RAISED – APRIL 2012

	Cheque	Payee	Description	Total	Cat
1	6523	CCC	Sale of Garden Sacks 2011 - 2012	1221.00	R
2	6538	Bowling Club	Donation for signpost	120.00	R
3	6539	Ty Golau Lighthouse	Donation	200.00	R
4	6540	Sculpture Cymru Eisteddfod	Donation	200.00	R
5	6541	Llandefaelog	Donation	100.00	R
6	6542	CCC	Events License - carnival	21.00	R
7	6543	CCC	Trade waste	1045.20	R
				2907.20	

It was **RESOLVED** to note and **Close** this table from the minutes.

47 DIRECT DEBITS – APRIL 2012

	Date	Payee	Description	Total	Cat
1	02.04.12	Dwr Cymru	Water	15.00	R
2	02.04.12	Dwr Cymru	Water	27.50	R
3	02.04.12	SWALEC	Electricity	20.00	R
4	02.04.12	British Telecom	Internet	75.00	R
5	02.04.12	British Gas	Gas	269.00	R
6	03.04.12	British Gas	Gas	19.67	R
7	16.04.12	British Gas	Gas	6.75	R
8	16.04.12	CCC	Rates for the cemetery	18.80	E
9	16.04.12	British Gas	Gas	19.00	R
10	16.04.12	CCC	Rates	565.00	E
				1035.72	

Telepay April 2012

	Date	Payee	Description	Total
1	27.04.12	Wernick	Portacabin Hire - March 2012	393.27
2		N.J.Landscapes	Grass cutting/bins March 2012 - removal of moles	2121.31
3		Staff	Staff & caretaker wages	3543.77
4		HMRC	PAYE	1214.05
5		Youth Council	1st instalment of grant	500.00
				7772.40

It was **RESOLVED** to note and **Close** this table from the minutes.

48 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

49 CORRESPONDENCE – MAY 2012

There was no correspondence. Note and **Close** this item.

50 ANY OTHER URGENT BUSINESS – MAY 2012

It was **RESOLVED** to renew the insurance policy at a cost of £6966.49. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

19th JUNE 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 19th June 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: K.Davies, B Huws, R.Davies, L.Finch-Jones, N.Howell-Davies
M.Thomas, F.Burke-Lloyd, H.Jones, G.G.Jones, H.Gilasbey
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor

96 MEMBERS' DECLARATIONS OF INTEREST

Minute 103 [2] Councillors R.Thomas, R.Davies, H.Gilasbey, K.Davies, J.Gilasbey

Matters Arising from the Finance Committee Meeting of 15th May 2012

97 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

98 FINANCIAL STATEMENTS

It was **RESOLVED** to accept the Annual Return Statement of Accounts for the year 2011 – 2012. The Town Clerk circulated simplified spreadsheets of accounts for April and May 2012. He reported that discussions with the accountants regarding the best use of the Omega System are ongoing. Audit arrangements will be considered. There has been a delay, by the bank, in arranging new signatories to the accounts. Problems with direct debits for utilities have been encountered. A BT rental agreement is being questioned.

99 BILLS FOR PAYMENT – JUNE 2012

	Invoice	Payee	Description	Total	Cat
1	1558	N.J.Landscapes	Grass cutting	1912.51	R
2	A8671	Amherst Enterprises	Walkie Talkie hire for carnival	99.60	R
3	PGC 1	PG Centre	Hire of hall - Mayor's Civic luncheon	50.00	R
4	PGC 2	PG Centre	Electricity 31/10/11 - 19/04/12	905.06	R
5	812001	Viking Direct	Stationery & printer cartridges	251.93	R
6	816185	Viking Direct	Binders for Jubilee booklets	81.74	R
7	PGC 3	PG Centre	Hire of hall - Jubilee picnic	45.00	R
8	PGC 3	PG Centre	Hire of hall - Jubilee Service refreshments	20.00	R
9	110198	Wernick	Hire of Portacabins - May 2012	393.24	R
10	0061AKP	Trumpeteers	3 Trumpeters at Jubilee Service 10.06.12	150.00	R

11	34565	Water for You	Water	23.76	R
12	3412	Konica	Copier rental - 03.06.12 - 02.09.12	158.62	R
13	2537	Konica	Photocopies - 04.04.12 - 03.06.12	249.13	R
14	PW2	Pauline Williams	Buffet for Diamond Jubilee	360.00	R
15	501	Castle News	Newspapers 07.04.12 - 08.06.12	25.00	R
16	258308827	Heart Internet	Website domain name	96.00	R
17	3388382	Chubb	Alarm Bridge St 02.05.12 - 02.08.12	58.52	R
18	1VW	One Voice Wales	Conference fees 2012	130.00	R
				3932.84	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

100 CHEQUES RAISED – MAY 2012

	Cheque	Payee	Description	Total	Cat
1	6552	Mike Clarke Printing	Receipt Books	145.20	R
2	6553	Davies Craddock	Council Insurance	6966.49	R
3	6554	Time for Tea	Opening toilets	80.00	R
				7046.49	

It was **RESOLVED** to note and **Close** this table from the minutes.

101 DIRECT DEBITS – MAY 2012

	Date	Payee	Description	Total	Cat
1	01.05.12	Dwr Cymru	Water - Bridge Street	15.00	R
2	01.05.12	Dwr Cymru	Water - Bridge Street	27.50	R
3	02.05.12	British Gas	Gas - Bridge Street	19.67	R
4	02.05.12	SWALEC	Electricity - Bridge Street	20.00	R
5	02.05.12	British Gas	Gas - Bridge Street	269.00	R
6	15.05.12	CCC	Rates - Bridge Street	565.00	R
7	16.05.12	British Gas	Gas - Bridge Street	19.00	R
				935.17	
8	01.05.12	BT	Phone	75.00	R
9	01.05.12	BT	Phone	95.29	R
10	14.05.12	British Gas	Gas - Tenant contract	6.75	R
11	15.05.12	CCC	Cemetery	18.00	R
				1130.21	

Telepay May 2012

1	24.05.12	Wernick	Portacabin Hire April 2012	380.58	
2		N.J.Landscapes	Grass cutting - April 2012	1912.51	
3		J.Gilasbey	Mayor's Tranch (1)	1000.00	
4		Staff	Wages	3538.13	
5		HMRC	PAYE	1210.58	
				8041.80	

It was **RESOLVED** to note and **Close** this table from the minutes.

102 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

103 CORRESPONDENCE – JUNE 2012

1	Welfare Committee	The committee has requested grant aid for the purchase of 4 or 5 gazebos for the carnival and other functions – at a cost of £81.99 each. The committee will be asked to purchase the gazebos and request funding retrospectively.
2	Town Forum	A request for 6 copies of the 2004 report on the development of the town square has been made. It was agreed in principle to carry out the copying work and consider the cost implications at the next finance committee meeting.
3	Crown Estates	A rent review of the lease of the foreshore has been carried out. The new rate will be £283.08 per annum. The Town Clerk will sign the agreement. Note and Close this item.
4	Keith Evans	A request for financial support for Kath Evans – Welsh Ladies Bowls Team will be considered at the next finance committee meeting.

104 ANY OTHER URGENT BUSINESS – JUNE 2012

Councillor B.Huws requested that Standing Orders be suspended and his motion to have the Pelican removed from sale be put to the committee. The Town Clerk advised that Standing Orders should not be suspended. It was **RESOLVED** not to suspend Standing Orders.

One Voice Wales will be requested to give advice on the process and implications of suspending Standing Orders. The advice received will be circulated to members as soon as possible.

Note and **Close** this item.

KIDWELLY TOWN COUNCIL

10th JULY 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwenllian Centre, Kidwelly on Tuesday 10th July 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: K.Davies, B Huws, R.Davies, L.Finch-Jones, N.Howell-Davies
M.Thomas, F.Burke-Lloyd, H.Jones, G.G.Jones, H.Gilasbey
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor

148 MEMBERS' DECLARATIONS OF INTEREST

Minute 155 [1] Councillors J.Gilasbey, F.Burke-Lloyd, L.Finch-Jones

Minute 155 [2] Councillors J.Gilasbey, K.Davies, R.Thomas, R.Davies

Matters Arising from the Finance Committee Meeting of 19th June 2012

149 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be deferred until work on the spire is completed and the scaffolding has been dismantled. The lighting can then be assessed.

150 FINANCIAL STATEMENTS

[a] Omega reports April/May 2012

The Omega reports detailing actual expenditure and the Town Clerk's report outlining committed expenditure had been circulated.

[b] Internal Audit Report - The report had been circulated

[c] Correspondence DCK Beavers – correspondence had been circulated

The reports had questioned the lack of internal checks carried out. The question of outsourcing the bookkeeping was raised. DCK Beavers had quoted £25 per hour 4-6 hours per month, this would provide an independent overview by the accountants.

It was **RESOLVED** to defer the decision regarding outsourcing the bookkeeping until September after 3 quotes would be available.

151 BILLS FOR PAYMENT – JULY 2012

	Invoice	Payee	Description	Total	Cat
1	1577	N.J.Landscapes	Grass cutting June 2012	1912.51	R
2	ST/07.12	Dyfrig Dalziel	Storage facilities 1/7/12 - 30/9/12	149.50	R
3	ACW589	Travis Perkins	Gardening compost for flower tubs	25.20	R
4	39	Time for Tea	Public toilet opening 12/5/12 - 3/6/12	80.00	R
5	40	Time for Tea	Public toilet opening 9/6/12 - 1/7/12	80.00	R
6	TPC4795	DCK Beavers Ltd	Accountancy fees 2011-2012	848.84	R

7	35145	Water for You	Water	17.82	R
8	60410	Wernick	Portacabin hire - June 2012	380.58	R
9	JG2	Jeanette Gilasbey	Hospitality - Carnival 2012	99.94	R
				3594.39	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

152 CHEQUES RAISED – JUNE 2012

There were no cheques raised.

153 DIRECT DEBITS – JUNE 2012

	Date	Payee	Description	Total	Cat
1	01.06.12	Dwr Cymru	Water - Bridge Street	15.00	R
2	01.06.12	Dwr Cymru	Water - Bridge Street	27.50	R
3	06.06.12	British Gas	Gas - Bridge Street	19.67	R
4	06.06.12	British Gas	Gas - Bridge Street	269.00	R
5	06.06.12	SWALEC	Electricity - Bridge Street	19.67	R
6	06.06.12	SWALEC	Electricity - Bridge Street	10.00	R
7	15.06.12	CCC	Rates - Bridge Street	565.00	R
				925.84	
8	01.06.12	BT	Phone	75.00	R
9	08.06.12	Cathedral Leasing	Feminine hygiene bins	56.16	R
10	14.06.12	British Gas	Gas - Tenant contract	6.75	R
11	15.06.12	CCC	Cemetery	18.00	R
				1081.75	

Telepay June 2012

Date	Payee	Description	Total
21.06.12	Staff	Wages	896.00
28.06.12	Wernick	Portacabin hire May 2012	393.24
	N.J.Landscapes	Grass cutting May 2012	1912.51
	PGC	Hire of hall x 3 occasions & electricity	1020.06
	Viking Direct	Stationery and ink	333.67
	Konica Minolta	Copier rental and copies	407.75
	Chubb	Alarm	58.52
	Staff	Wages	2647.57
	HMRC	PAYE	930.31
	Dyfed Pension Fund	Staff pensions	2598.6

10302.23

It was **RESOLVED** to explore the possibility of reducing the number of utility meters at 2 Bridge Street.
Note and **Close** this table from the minutes.

154 REQUESTS FOR FINANCIAL ASSISTANCE

It was **RESOLVED** to make the following donations and grant:-

[a] Donations

		£
1	Urdd Gobaith Cymru	50
2	Hafan Cymru	50
3	Kidwelly Bowls Club	100

[b] Grants

1	Kidwelly Bowls Club	1500
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The grant is dependent on receipt of three months minutes, signed off accounts and other information required by council procedures. Note and **Close** this item.

155 CORRESPONDENCE – JUNE 2012

1	Welfare Committee	The committee had requested grant aid for the purchase of gazebos for the carnival and other functions. It was RESOLVED to reimburse the cost of £319.95 for four gazebos. Note and Close this item.
2	Town Forum	A request for 6 copies of the 2004 report on the development of the town square has been made. It was RESOLVED to absorb the cost of £12 for the copying. Note and Close this item.

156 MATTERS REFERRED FROM COMMITTEES

[a] It was agreed that a sub-committee be set up. Terms of reference explicitly reflected the motion:- to produce a costed options report on the siting of the Council offices and the future use of the Pelican. Members expressing an interest were:- Councillors B.Huws (Chair), M.Thomas, N.Howell-Davies, L.Finch-Jones, G.G.Jones, H.Jones and J.Gilasbey. The sub-committee will submit the report to Full Council within four months so that Council can make an informed decision regarding the building and siting of the offices.

[b] Maintenance of Tennis Courts – Mynydd y Garreg – quotation received = £682.50 +VAT. It was **RESOLVED** to accept the quote and proceed with the work.

[c] Jubilee Bench has been ordered – total cost £464.99 inc VAT. Final costs of the Jubilee were circulated.

157 CORRESPONDENCE – JULY 2012

Carmarthenshire County Council	Grant funding is available for environmentally sustainable projects. Information was circulated to members. Note and Close this item.
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158 ANY OTHER URGENT BUSINESS – JULY 2012

There was no other urgent business. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

11th SEPTEMBER 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 11th September 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: B Huws, R.Davies, L.Finch-Jones, N.Howell-Davies
M.Thomas, F.Burke-Lloyd, H.Jones, G.G.Jones,
Town Clerk Geraint Thomas
Project Officer Maria McGerty
Apologies Councillor K.Davies

207 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 10th July 2012

208 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be undertaken during the forthcoming budget meetings.

209 FINANCIAL STATEMENTS

The Town Clerk reported on the current financial statements and the points raised by the Clerk were duly noted by councillors.

1. The Town Clerk made reference to the forthcoming budget considerations and asked for comments and feedback from Councillors in relation to the budgetary requirements for the year 2013- 2014.
2. The External Audit report on the accounts to March 2012 was circulated at the meeting and the Clerk indicated two areas that had been highlighted by the auditors, this report was duly noted. Action will be taken as required. It was **RESOLVED** that the annual statement of accounts be signed off by the Town Clerk as the RFO and the Mayor.
3. The Town Clerk referred to aspects of bookkeeping that had been considered at an earlier meeting and indicated that he had received three quotes. These were discussed and debated and it was **RESOLVED** that the imputing aspects of the bookkeeping facility be kept within the administration of the Council and the service of DCK Beavers be utilised for training the staff and that the costs associated be spread over this and the next financial year.

210 BILLS FOR PAYMENT – AUGUST/SEPTEMBER 2012

	Invoice	Payee	Description	Total	Cat
1	948105	Viking	Toner, cartridges, stationery	223.58	R
2	1026	Dyfrig Dalziel	Removal of asbestos	981.54	E
3	716	One Voice Wales	Councillor training	270.00	R
4	730	One Voice Wales	Councillor training	120.00	R
5	35806	Water for You	Water - July	17.82	R
6	36154	Water for You	Water - August	5.94	R
7	1593	N J Landscapes	Grass cutting & bin emptying - July	2128.51	E
8	1597	N J Landscapes	Tennis court and surroundings	819.00	E
9	1604	N J Landscapes	Grass cutting & bin emptying - August	2128.51	E
10	69965	Wernick	Portacabin hire - July 2012	393.24	R

11	8725	J N C Fire Protection	Extinguisher certification - Bridge Street	31.02	R
12	8724	J N C Fire Protection	Extinguisher certification - portcabins	111.54	R
13	74393	Smiths of Derby	Service of Town Clock	255.60	E
14	SM13143	RBS Software Solutions	Annual licence - Omega A/cs	544.80	R
15	LL1	Lyn Llewellyn	Internal auditor fees	300.00	R
16	41	Time for Tea	Room Hire OWG - 16.07.12	10.00	R
17	43	Time for Tea	Opening & closing toilets - July	80.00	R
18	44	Time for Tea	Opening & closing toilets - August	80.00	R
19	93060589	CCC	Garden Waste sacks	290.40	R
20	SMC 1	St Mary's Church	Room Hire OWG - 31.07.12	16.00	R
21	SMC 2	St Mary's Church	Room Hire OWG - 07.08.12	16.00	R
22	SMC 3	St Mary's Church	Room Hire OWG - 14.08.12	16.00	R
23	SMC 4	St Mary's Church	Room Hire Xmas lighting - 06.09.12	8.00	R
24	1417692	CCS Media	Computer backup	79.46	R
25	1417693	CCS Media	Computer backup	397.32	R
26	JG 3	Jeanette Gilasbey	Travelling expenses	38.25	R
27	800138799	CCC	Business rates - portcabins	576.30	R
				9938.83	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

211 CHEQUES RAISED – AUGUST/SEPTEMBER 2012

Cheque	Payee	Description	Total	Cat
6572	Welfare Committee	Gazebos	319.95	R
6573	Urdd Gobaith Cymru	Donation	50.00	R
6574	Hafan Cymru	Donation	50.00	R
6575	Kidwelly Bowls Club	Donation	100.00	R
6576	Kidwelly Bowls Club	Grant	1500.00	G
6577	Crown Estate	Foreshore lease - arrears	46.00	E
6578	Ordnance Survey	Map copying licence	65.70	R
6579	AJL Displays	Hanging baskets	859.20	R

Note and **Close** this table from the minutes.

212 DIRECT DEBITS – JULY/AUGUST 2012

	Date	Payee	Description	Total	Cat
1	02.07.12	SWALEC	Electricity - Bridge Street	10.00	R
2	02.07.12	SWALEC	Electricity - Bridge Street	20.00	R
3	02.07.12	Dwr Cymru	Water - Bridge Street	15.00	R
4	02.07.12	Dwr Cymru	Water - Bridge Street	27.50	R
5	02.07.12	British Gas	Gas - Bridge Street	19.67	R
6	02.07.12	British Gas	Gas - Bridge Street	198.00	R
7	02.07.12	British Telecom	Internet	75.00	R
8	16.07.12	British Gas	Gas - Tenant contract	6.75	R
9	16.07.12	CCC	Rates for the cemetery	18.00	E
10	16.07.12	British Gas	Gas -Bridge street	19.00	R
11	16.07.12	CCC	Rates - Bridge Street	565.00	R

12	01.08.12	Dwr Cymru	Water - Bridge Street	15.00	R
13	01.08.12	Dwr Cymru	Water - Bridge Street	27.50	R
14	01.08.12	BT	Phone	75.00	R
15	02.08.12	SWALEC	Electricity bridge Street	10.00	R
16	02.08.12	British Gas	Gas - Bridge Street	19.67	R
17	02.08.12	SWALEC	Electricity - Bridge Street	20.00	R
18	02.08.12	British Gas	Gas - Bridge Street	198.00	R
19	15.08.12	British Gas	Gas - Tenant contract	6.75	R
20	15.08.12	CCC	Cemetery	18.00	E
21	15.08.12	CCC	Rates - Bridge Street	565.00	R
22	16.08.12	British Gas	Gas- Bridge Street	19.00	R
23	20.08.12	BT	Phone	95.53	R
				2043.37	

Telepay July - August 2012

19.07.12	Payee	Description	
	Staff	Wages	896.00
	Wernick	Portacabin Hire June 2012	380.58
	N.J.Landscapes	Grass cutting June 2012	1912.51
	N.J.Landscapes	Carnival man & van	313.2
	Chubb	Alarm	176.47
	D.Dalziel	Storage 3 months	149.50
26.07.12	Staff	Wages	2647.37
	HMRC	PAYE	1067.87
16.08.12	Staff	Wages	896.00
30.08.12	Wernick	Portacabin Hire July 2012	393.24
	N.J.Landscapes	Grass cutting & maintenance jobs	2947.51
	Dyfrig Dalziel	Asbestos removal in garages	981.54
	Viking	Stationery & cartridges	223.58
	Staff	KTC wages	2647.37
	HMRC	PAYE	1214.45

Note and **Close** this table from the minutes.

213 2 BRIDGE STREET – ASSET VALUE

It was agreed that the asset value of 2 Bridge Street be reviewed in the impending updated Town Council Asset Register review.

214 MATTERS REFERRED FROM COMMITTEES

Options Working Group Questionnaire.

The OWG has produced a questionnaire for consideration this is to be circulated to members in due course for feedback and comments. The Town Clerk is to consider the questionnaire in accordance with the remit of the group. It was **RESOLVED** that the funds for the production of the questionnaire, subject to approval, be taken from the monies allocated for general administration.

215 CORRESPONDENCE – AUGUST/SEPTEMBER 2012

There was no correspondence. Note and **Close** this item.

216 ANY OTHER URGENT BUSINESS – AUGUST/SEPTEMBER 2012

There was no other urgent business. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

9th OCTOBER 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 9th October 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: B Huws, R.Davies, L.Finch-Jones, N.Howell-Davies
M.Thomas, F.Burke-Lloyd, H.Jones, K.Davies
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor

265 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 11th September 2012

266 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be undertaken during the forthcoming budget meetings.

267 2 BRIDGE STREET – ASSET VALUE

It was agreed that the asset value of 2 Bridge Street be reviewed in the impending updated Town Council Asset Register review. The valuer will be requested to report on its value as it stands at present and also after refurbishment.

268 FINANCIAL STATEMENTS

Financial statements had been circulated. The Town Clerk gave explanations to some of the queries raised.

269 BILLS FOR PAYMENT – OCTOBER 2012

	Invoice	Payee	Description	Total	Cat
1	Lott718	CCC	Lottery registration fee	20.00	R
2	1104604678	Konica Minolta	Copy charges 4/6/12 - 3/9/12	84.38	R
3	1104616017	Konica Minolta	Photocopier rental 3/9/12 - 2/12/12	158.62	R
4	SB1	Shine bright	Window cleaning	60.00	E
5	9132	JNC Fire Protection	Fire Risk Assessment Bridge ST	474.00	E
6	10642	JRB Enterprises	Dog waste bags	262.80	R
7	90717	Wernick Hire	Portacabin Hire - September	380.58	R
8	1622	NJ Landscapes	Cutting & bins September	2142.91	E
9	1629	NJ Landscapes	Hedging at Cemetery	78.00	E
10	36845	Water for you	Water	17.82	R
11	49	Time for Tea	Opening & Closing toilets - September	80.00	R
				3759.11	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve

It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

270 CHEQUES RAISED – SEPTEMBER 2012

There were no cheques raised.

271 DIRECT DEBITS – SEPTEMBER 2012

	Date	Payee	Description	Total	Cat
1	03.09.12	SWALEC	Electricity bridge Street	10.00	R
2	03.09.12	SWALEC	Electricity bridge Street	20.00	R
3	03.09.12	Dwr Cymru	Water - Bridge Street	15.00	R
4	03.09.12	Dwr Cymru	Water - Bridge Street	27.50	R
5	03.09.12	British Gas	Gas - Bridge Street	21.23	R
6	03.09.12	British Gas	Gas - Bridge Street	198.00	R
7	03.09.12	BT	Internet	75.00	R
8	07.09.12	Cathedral Leasing	Feminine Hygiene bins	56.16	R
9	14.09.12	British Gas	Gas - Tenant contract	6.75	E
10	17.09.12	CCC	Cemetery	18.00	R
11	17.09.12	CCC	Rates - bridge Street	565.00	R
12	17.09.12	British Gas	Gas - Bridge Street	19.00	R
				1031.64	

Telepay September 2012

13.09.12	Staff	Wages	896.00
27.09.12	Wernick	Portacabin hire	393.24
	N.J.Landscapes	Grass cutting	2128.51
	Staff	KTC wages	2647.77
	HMRC	PAYE	1214.05
	Dyfed Pension Fund	Staff pensions	2598.60
			8982.17

Note and **Close** this table from the minutes.

272 REQUESTS FOR FINANCIAL ASSISTANCE

It was **RESOLVED** to make the following donations:-

		Donation
1	Carmarthenshire Young Farmers	£100
2	Kidwelly Black Cats	£300
3	Marie Curie Cancer Care	£50
4	Bobath – children’s Therapy Centre Wales	£100
5	MacMillan Cancer Care	£100
6	April Jones Appeal	£100

Note and **Close** this item.

273 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

274 CORRESPONDENCE – OCTOBER 2012

There was no correspondence. Note and **Close** this item.

275 ANY OTHER URGENT BUSINESS – OCTOBER 2012

A member of the public had requested that papers accompanying the agendas should be made available to the public before the meetings. The Town Clerk informed members that there is no automatic right for this to happen. However, in the interests of openness, the public can have sight of papers/ reports etc. at the meetings, but not prior to it. Information can be made available upon request.

KIDWELLY TOWN COUNCIL

13th NOVEMBER 2012

At a Meeting of the **FINANCE COMMITTEE** held in the Princess Gwennlian Centre, Kidwelly on Tuesday 13th November 2012

Present:- Town Mayor J.Gilasbey
Deputy Mayor T.Burns
Chair R.Thomas
Councillors: B Huws, R.Davies, N.Howell-Davies, M.Thomas, H.Jones, K.Davies
Town Clerk Geraint Thomas
Town Secretary Anna Padgett
Apologies Councillor L.Finch-Jones, F.Burke-Lloyd

295 MEMBERS' DECLARATIONS OF INTEREST

Minute 304 [1] – Councillors B.Huws, N.Howell-Davies, H.Jones

Minute 304 [2] – Councillor J.Gilasbey left the room.

Matters Arising from the unconfirmed Finance Committee Meeting of 9th October 2012

296 CHURCH LIGHTING

Church Lighting:- Two floodlights light the Town Clock. A request for financial assistance towards funding the running costs has been received. In previous years the Town Council has contributed to this. Consideration of this will be undertaken during the forthcoming budget meetings.

297 2 BRIDGE STREET – ASSET VALUE

It was agreed that the asset value of 2 Bridge Street be reviewed in the impending updated Town Council Asset Register review. This will be raised with the accountants on 6th December 2012. The office will be closed on that day for staff training. The valuer will be requested to report on its value as it stands at present and also after refurbishment.

298 FINANCIAL STATEMENTS

Financial statements were circulated. The Town Clerk gave explanations to some of the queries raised. He stated there is a projected overspend for this year. He welcomed questions and comments from members relating to the setting of the budget for the next year. Opening the town toilets will cost over £5k per annum and there is a commitment of several thousand pounds to road re-surfacing. He warned of serious cuts to the budget for 2013-14 or an increase in the precept. Accounting codes will be enhanced.

299 BILLS FOR PAYMENT – NOVEMBER 2012

	Invoice	Payee	Description	Total	Cat
1	501	Castle News	Newspapers	21.30	R
2	U80757	Moneysoft	Payroll upgrade	67.20	R
3	70	Swiss Valley Nursery	Daffodils	300.00	E
4	97	Twyn Landscapes	Knotweed spraying	760.00	E
5	CSB	Crwbin Silver Band	Band at Mayor Making	200.00	R
6	1136918	BDO	Audit costs 2011-2012	660.00	R
7	244469	Viking direct	Stationery supplies	133.62	R
8	1639	NJLandscapes	Work at Mynydd & installing bench	205.92	E
9	1643	NJLandscapes	Grass cutting & bins October	2142.91	E
10	A9253	Amherst Enterprises	Walkie talkies - Christmas Lights	78.00	R

11	102957	Wernick Hire	Portacabin Hire - October	393.24	R
12	1024	Steve Chilvers	PC Maintenance	95.00	R
13	PGC 5	P. Gwenllian Centre	Hire of hall 06.03.12 - 17.09.12	265.00	R
14	SMCS/6	St Mary's Church	Hire of Parish Rooms 30 & 31.10.12	24.00	R
15	1100	Dyfrig Dalziel	Clearing open ditch & installing pipes	1433.94	E
16	51	Time for Tea	Opening toilets	100.00	R
17	PW5	Pauline Williams	Buffet Remembrance Day	180.00	R
18	37224	Water for You	Water	24.42	R
				7084.55	

Categories:- C = capital R = revenue E = estates S= suspense P= project Res = reserve
It was **RESOLVED** to pay the bills and note and **Close** this table from the minutes.

300 CHEQUES RAISED – OCTOBER 2012

Cheque	Payee	Description	Total
6597	Young Farmers	Donation	100.00
6598	Marie Curie Care	Donation	50.00
6599	Bobath	Donation	100.00
6600	Machynlleth T.C.	Donation - April Jones appeal	100.00
6601	Black cats	Donation	300.00
6602	Macmillan support	Donation	100.00

301 DIRECT DEBITS – OCTOBER 2012

	Date	Payee	Description	Total	Cat
1	01.10.12	SWALEC	Electricity - Bridge Street	10.00	R
2	01.10.12	SWALEC	Electricity - Bridge Street	20.00	R
3	01.10.12	Dwr Cymru	Water - Bridge Street	15.00	R
4	01.10.12	Dwr Cymru	Water - Bridge Street	27.50	R
5	01.10.12	British Telecom	Internet	75.00	R
6	02.10.12	British Gas	Gas - Bridge Street	198.00	R
7	03.10.12	British Gas	Gas - Bridge Street	21.20	R
8	15.10.12	British Gas	Gas - Tenant contract	6.75	R
9	15.10.12	CCC	Rates for the cemetery	18.00	R
10	15.10.12	British Gas	Gas -Bridge street	19.00	R
11	15.10.12	CCC	Rates - bridge Street	565.00	R
				975.45	

Telepay - October

11.10.12	Staff	Wages	896.00
25.10.12	Staff	Wages	2647.37
	Staff	PAYE	1214.45
	NJ Landscapes	Grass cutting & hedging	2220.91
	Wernick Hire	Portacabin hire - September	380.58
	Water for you	Water	17.82
			6481.13

Note and **Close** this table from the minutes.

302 MAYOR'S TRANCHE ACCOUNTS

The Town Clerk explained the principles behind the Mayor's Tranche and the Mayor's Charity account. It was felt that the accounts should be presented to council. It was **RESOLVED** that the workings of the system be reviewed by the Policy & Strategy Committee. Note and **Close** this item.

303 MATTERS REFERRED FROM COMMITTEES

There were no matters referred.

304 CORRESPONDENCE – NOVEMBER 2012

1	Mynydd y Garreg Hall	A request for financial assistance to celebrate the Hall's 40 year anniversary has been received. It was RESOLVED to donate £300. Note and Close this item.
2	Cllr J.Gilasbey	A member of the public has offered to supply a purpose built noticeboard for the town, free of charge. The council would need to pay for hinges, perspex and padlock. Planning permission would probably need to be sought. This matter was referred to the General Purposes Committee as the placement of the board involves its location on the town square which may be refurbished. Note and Close this item.

305 ANY OTHER URGENT BUSINESS – NOVEMBER 2012

There was no other urgent business. Note and **Close** this item.