

482 DIRECT DEBITS – DECEMBER 2019

	Date	Payee	Description	Total
1	03.12.18	British Gas 3	Gas maintenance house	26.62
2	06.12.18	Blue Wave	Telecoms	83.50
3	07.12.18	PEAC	Copier	154.80
4	14.12.18	Lloyds	Service Charges	23.77

Statutory provisions:- Items 1,3,4: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

483 CHRISTMAS ARRANGEMENTS

It was **RESOLVED** to request a discount on the lighting invoice as many of the town lights did not work. It was **RESOLVED** to request a discount on the tree invoice as the tree at Mynydd y Garreg was not of a suitable standard. The town clerk will discuss both these issues with the contractors and resolve the matters. Note and **Close** this item.

484 LAMPOST BANNERS

Cllr J. Mayne has carried out a survey of the 17 banners on the bypass. He has noted that the lamppost numbers do not correlate with the plan supplied by the county council. This discrepancy will be queried.

485 FINANCIAL ASSISTANCE – PANTOMIME SOCIETY

The society proposes to perform “Cinderella” in February 2019 and has requested financial assistance. It was previously **RESOLVED** to offer administrative support. A grant application form will be forwarded requesting details of the financing of the pantomime so an assessment of needs can be made.

486 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber.

487 CLEANING OF WAR MEMORIAL

It was agreed that the memorial is in need of cleaning. Grants will be investigated.

488 REQUEST FOR FINANCIAL ASSISTANCE – BATON TWIRLERS

A further grant application has been received. It was **RESOLVED** to donate £600 towards new batons and costumes providing the name of the second signatory to the bank account is provided. Sponsorship by the town council should be recognised on the programmes. Note and **Close** this item.

489 ELECTRICITY METERS

It was noted that there are separate meters for the council offices and Phase 2. All outstanding electricity costs will be paid. Note and **Close** this item.

At 9.00pm it was RESOLVED to suspend Standing Orders and continue the meeting.

490 PAYMENT OF COUNCILLOR'S ALLOWANCE

An allowance of £150 for each councillor will be available from 1st April 2019. The town clerk will provide written guidance on how to claim. Councillors have the option of not claiming the money. The council is currently a Band A Council due to the spend on Phase 2. The rules governing the £500 payable to members carrying out additional duties will be clarified.

491 REFERRALS FROM COMMITTEES

1. Forthcoming Election 21st February 2019:- The use of Notice of Election flyers to be distributed to each household was considered – 756 properties. Costs will be researched and a feasibility study of staff time and the delivery system envisaged will be undertaken and if the initiative can be managed within the short time frame, a report will be made to Full Council. Note and **Close** this item.

2. Fees for registering land at the Allotments {£1050} and at the Quay {£1700}. It was **RESOLVED** to accept the costs and proceed with the registration of the land. This matter was referred back to the Estates Committee. Note and **Close** this item.

492 CORRESPONDENCE – DECEMBER 2018/JANUARY 2019

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

493 ANY OTHER URGENT BUSINESS – JANUARY 2019

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

The meeting concluded at 9.20pm.

Statutory provisions:- Items 1,3: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

547 LAMPOST BANNERS

Cllr J. Mayne has carried out a survey of the 17 banners on the bypass. He has noted that the lamppost numbers do not correlate with the plan supplied by the county council. This discrepancy will be queried. It was noted that one banner had blown down, but had been retrieved – a further banner was flapping. This will be addressed.

548 FINANCIAL ASSISTANCE – PANTOMIME SOCIETY

The society proposes to perform “Cinderella” in May 2019 and has requested financial assistance. It was previously **RESOLVED** to offer administrative support. A grant application form will be forwarded requesting details of the financing of the pantomime so an assessment of needs can be made.

549 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Quotes will be sought.

550 CLEANING OF WAR MEMORIAL

It was agreed that the memorial is in need of cleaning. Grants will be investigated.

551 PAYMENT OF COUNCILLOR’S ALLOWANCE

An allowance of £150 for each councillor will be available from 1st April 2019. The town clerk will provide written guidance on how to claim. Councillors have the option of not claiming the money. The council is currently a Band A Council due to the spend on Phase 2. The rules governing the £500 payable to members carrying out additional duties will be clarified.

552 DONATIONS

{A} It was **RESOLVED** to release the £300 allocated in the budget to the Twinning Association

{B} It was **RESOLVED** NOT to donate £500 towards costs for a GVEC feasibility study

{C} It was **RESOLVED** to release the £1500 allocated in the budget to the luncheon club

553 REFERRALS FROM COMMITTEES

There were no referrals.

554 CORRESPONDENCE – JANUARY/FEBRUARY 2019

1	Anne Gilley Co-op Pioneer	Request for the council to finance the purchase of wildflower seeds for planting in Glan yr Afon. It was RESOLVED to purchase the seeds from the Floral Enhancement budget and donate them. Note and Close this item.
2	Anne Gilley Co-op Pioneer	Request for the council to finance the purchase of wildflower seeds for planting on the By-Pass by volunteers. This matter was referred to the county council. Note and Close this item.

555 ANY OTHER URGENT BUSINESS – FEBRUARY 2019

Financial statements from both halls were requested. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

12th MARCH 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th March 2019

Present	Town Mayor	
	Deputy Mayor	C.Davies
	Councillors	A.Jenkins, C.Peters, C.Peters-Bond, J.Bezant, J.Gilasbey, G.Beer, J.Mayne, S.Ratty, T.Burnett, B.A.Williams
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, P.Thompson, D.Lloyd-Waterford
No Apologies		G.Jones

607 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 12th February 2019

608 FINANCIAL STATEMENTS

Financial statements for month 11 were circulated and considered.

609 BILLS FOR PAYMENT – MARCH 2019

	Invoice	Payee	Description	Total	Cat
1	156	N.J.Landscapes	Estate maintenance	1494.08	E
2	170278	Water for you	Water	9.60	R
3	Ellis 10	Ellis Samuel	Toilets	300.00	R
4	364	Travis Perkins	Christmas fencing	36.00	R
5	80024226X	CCC	Rates premises	3133.25	R
6	1742520	SET	Stationery	71.34	R
7	1470	Wales Audit Office	External audit fees 2017-18	268.00	R
8	95212376	CCC	Highway lighting 2018-19	7590.81	R
9	65381	Infinity	Copies	43.51	R
10	31-4/246	ABS Fire protection	Servicing	106.74	R
11	501-4	Castle news	Newspapers	24.20	R
12	3759	Bushnell	Radar speed gun	114.48	R
13	4659	One Voice Wales	Cllr training x 2	80.00	R
14	2621	Flyer People	Election flyer delivery	90.00	R
15	1213	Melba products	Litter bins	178.64	C

Statutory provisions:- Items 1-15 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

610 DIRECT DEBITS – FEBRUARY 2019

	Date	Payee	Description	Total
1	04.02.19	British Gas 3	Gas maintenance house	26.62
2	07.02.19	Blue Wave	Telecoms	83.50
3	08.02.19	Lloyds	Service Charges	23.05
4	26.02.19	PEAC	Photocopier	25.30

Statutory provisions:- Items 1,3,4: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

611 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

612 FINANCIAL ASSISTANCE – PANTOMIME SOCIETY

The society proposes to perform “Cinderella” in May 2019 and has requested financial assistance. It was previously **RESOLVED** to offer administrative support. It was noted that the pantomime will be held in May 2019 in Mynydd y Garreg Hall. Note and **Close** this item.

613 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Quotes will be sought.

614 CLEANING OF WAR MEMORIAL

It was agreed that the memorial is in need of cleaning. Grants will be investigated. It is essential that restoration work be completed before Remembrance Day.

615 PAYMENT OF COUNCILLOR’S ALLOWANCE

An allowance of £150 is payable for each councillor. This will be paid by cheque. It was noted that all allowances paid to named individuals will be notified to the Independent Remuneration Panel for Wales. The town clerk will check whether the new councillor is eligible for payment for the year 2018-2019, having being elected in February 2019.

616 DONATIONS

It was **RESOLVED** to grant £1k to Kidwelly Town Bowling Club and support their bid for funding for a renovated pavilion. Note and **Close** this item.

617 INTERNAL AUDITOR

It was **RESOLVED** to appoint Steve Jones as Internal Auditor. The town clerk will provide a letter of engagement. Note and **Close** this item.

618 UNDERWRITING GWENLLIAN HALL COSTS

The constitution and legal position of the hall trustees is being reviewed as it is unsatisfactory. A meeting will be held with the trustees to consider ways of supporting the hall and ensuring it is financially viable.

619 COMMUNITY HALLS – FINANCIAL STATEMENTS

The Gwenllian centre provides monthly statements of accounts. The necessity of obtaining similar reports from Mynydd Hall was considered.

It was acknowledged that any organisation requesting financial assistance provides financial statements when submitting a grant application form. The requirement for ongoing financial information from these bodies was debated.

620 MEMBERSHIP OF ONE VOICE WALES 2019-20

It was **RESOLVED** to renew membership for 2019-2020 at a cost of £549. Note and **Close** this item.

621 REFERRALS FROM COMMITTEES

There were no referrals.

622 CORRESPONDENCE – FEBRUARY/MARCH 2019

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

623 ANY OTHER URGENT BUSINESS – MARCH 2019

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

KIDWELLY TOWN COUNCIL

9th APRIL 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 9th April 2019

Present	Town Mayor Deputy Mayor Councillors	P.Thompson A.Jenkins, C.Peters, C.Peters-Bond, J.Bezant, J.Gilasbey, G.Beer, J.Mayne, S.Ratty, B.A.Williams, D.Lloyd-Waterford
	Town Clerk Town Secretary	V. O'Reilly A Padgett
Apologies	Councillors	L.Jones, G.Jones, T.Burnett
No Apologies		C.Davies

677 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 12th March 2019

678 FINANCIAL STATEMENTS

Financial statements for month 12 were circulated and considered. It was noted that election costs for 2018-2019 were £11,785.29. A further election on 9th May 2019 would incur further expenditure – the budget for 2019-2020 being £700. This was referred to Full Council for a budget virement.

679 BILLS FOR PAYMENT – APRIL 2019

	Invoice	Payee	Description	Total	Cat
1	ES1	Ellis Samuel	Estate maintenance April	1742.00	E
2	171309	Water for you	Water	5.94	R
3	****	PGC	Electricity 6/12	441.42	R
4	2795	Eric James	Clearance GLH14	2825.00	E
5	14	Steve Chilvers	Backups and Norton	140.00	R
6	174	NJ Landscapes	Estates maintenance March	1494.08	E
7	542	Sunshine playgrounds	Roundabout	6000.00	C
8	95259274	CCC	Toilet costs (25%) 2018-19	894.29	R
9	450010220	CCC	Cemetery rates	191.99	R
10	M19-182	CAVS	Annual subscription	20.00	R
11	19038	Wrenvale Nurseries	Floral displays	3410.23	E
12	95265100	CCC	Election costs x 2	11785.29	R
13	30769337	Crown estate	lease of foreshore	280.00	E
14	80024226X	CCC	office rates	3629.40	R

Item 13 – the lease of the foreshore will not be paid until lease negotiations have been finalised.

A request to note the following comment by Councillor A. Jenkins was made:-

“officers do not make decisions, 16 members do – lets go back to the way the council used to be run”

Statutory provisions:- Items 1-14 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

680 DIRECT DEBITS – MARCH 2019

	Date	Payee	Description	Total
1	04.03.19	British Gas 3	Gas maintenance house	26.62
2	07.03.19	Blue Wave	Telecoms	83.50
3	12.03.19	PEAC	Photocopier	154.80
4	15.03.19	Lloyds	Service Charges	23.63

Statutory provisions:- Items 1,3,4: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

681 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

682 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Quotes will be sought.

683 INCREASE IN CEMETERY FEES

It was **RESOLVED** to increase the cemetery fees for the year 2019-2020.

	Fees 2019 - 2020	
	Within Parish	Outside Parish
	£	£
New Grave + maintenance fee	880	1100
Grave Re-Opening	440	550
Interment of Ashes – new grave + maintenance fee	490	770
Interment of Ashes – re-opening	330	550
Lawn Memorial Stones	220	380
Memorial Tablets	165	330
Additional inscriptions to stones and tablets	65	85

Note and **Close** this item.

684 CLEANING OF WAR MEMORIAL

It was agreed that the memorial is in need of cleaning. Grants will be investigated. It is essential that restoration work be completed before Remembrance Day.

685 UNDERWRITING GWENLLIAN HALL COSTS

The town council is liable for underwriting the hall's debts. Various options for assisting with costs of the caretaker's wages were considered. Financial assistance would enable the hall to put itself onto a more secure financial footing for the future. £5k has been allocated to the hall in the 2019-2020 budget. A further £8k would pay the net wages for the year. It was **RESOLVED** to pay the net caretaker wages for the financial year 2019-2020. The matter was referred to Full Council to approve a virement of the budget. Note and **Close** this item.

686 PAYMENT OF COUNCILLOR'S ALLOWANCE

It was noted that all allowances paid to named individuals have been notified to the Independent Remuneration Panel for Wales. A policy outlining the procedure to follow when making a claim and the method of payments will be considered by the Policy and Resources Committee. Note and **Close** this item

687 COMMUNITY HALLS – FINANCIAL STATEMENTS

Financial statements will be considered during Full Council under the Community Halls agenda item. Note and **Close** this item.

688 BROWN VISITOR SIGNS

This matter was deferred.

689 POP UP MARKET

Newly laid slabs on the town square have been cracked by vehicles used by the pop up market stall holders. The town council does not organise the event, although it does own the land it is held on. Plans for developing the market and the possibility of setting up a trading group were welcomed. The use of gazebos will be investigated. It was **RESOLVED** to absorb the cost of repairs to the slabs and not charge the pop up market users. A recorded vote was requested:-

For		Abstain	
C.Peters	P.Thompson	G.Beer	A.Jenkins
J.Bezant	S.Ratty	J.Mayne	D.Lloyd-Waterford
B.A.Williams		J.Gilasbey	C.Peters-Bond

Note and **Close** this item.

At 9.00pm it was **RESOLVED** to suspend Standing Orders.

690 REFERRALS FROM COMMITTEES

Members were informed that:-

The Internal Auditor had been agreed

A meeting to consider the council insurance had been arranged for 10th April 2019

Staff reduction in hours is in hand

Cleaning arrangements have been made

691 CORRESPONDENCE – MARCH/APRIL 2019

1	Urdd 2021	A request for financial assistance has been received. It was noted that local fund raising groups are being formed. When the Kidwelly area group requests funding, the matter will be addressed. Note and Close this item until further information is received.
2	Cerdd Dant Festival	A request for financial assistance has been received. A donation will be considered if Kidwelly residents are participating. Note and Close until further information is received.

The meeting concluded at 9.10pm.

44 DIRECT DEBITS – APRIL 2019

	Date	Payee	Description	Total
1	02.04.19	British Gas 3	Gas maintenance house	26.62
2	08.04.19	Blue Wave	Telecoms	83.50
3	12.04.19	Lloyds	Service Charges	16.75

Statutory provisions:- Items 1,3: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

45 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

46 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Quotes will be sought.

47 CLEANING OF WAR MEMORIAL

It was agreed that the memorial is in need of cleaning. Grants will be investigated. It is essential that restoration work be completed before Remembrance Day.

48 BROWN VISITOR SIGNS

This matter was deferred.

49 COUNCIL INSURANCE

There is an outstanding personal injury claim ongoing. It was considered best to remain with the current insurance company until the matter was resolved, as premiums, quoted by other companies, were loaded because of this. It was **RESOLVED** to remain with Zurich Insurance for one year. It was recognised that the council is underinsured. New valuations are needed and will be presented to the next committee meeting.

50 REFERRALS FROM COMMITTEES

There were no referrals.

51 CORRESPONDENCE – APRIL/MAY 2019

1	Twinning Association	A letter of thanks for the donation has been received. It was noted that the visitors from St Jacut de la Mer will arrive on 30 th May 2019. A schedule of planned events will be circulated and put onto the website. Note and Close this item.
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KIDWELLY TOWN COUNCIL

11th JUNE 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday **11th JUNE 2019**

Present	Town Mayor	C.Davies
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, C.Peters-Bond, J.Bezant, J.Gilasbey, J.Mayne, D.Lloyd-Waterford, G.Beer
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, J.Parry, S.Ratty, P.Thompson
No Apologies		G.Jones, B.A.Williams

110 MEMBERS' DECLARATIONS OF INTEREST

Minute 119 - Councillor J.Gilasbey left the room.

Matters Arising from the Finance Committee Meeting of 14th May 2019

111 FINANCIAL STATEMENTS

Financial statements for month 2 were circulated and considered.

112 BILLS FOR PAYMENT – JUNE 2019

	Invoice	Payee	Description	Total	Cat
1	14476	Charles & Co	Accountancy	540.00	R
2	****	Amazon	Vacuum cleaner	113.49	C
3	1029	Castle news	Newspapers	30.60	R
4	ES3	Ellis Samuel	estates contract	1742.00	E
5	2	Glanmorfa catering	Mayor's luncheon	1500.00	R
6	147648	Hampshire flags	Inglefield clips	25.07	R
7	PG1	Bakery	Mayor's luncheon	45.00	R
8	PGC1	Gwenllian Hall	Hall hire and wine	544.00	R
9	109841	Smith of Derby	Clock maintenance	180.00	E
10	18	Steve Chilvers	Backups	65.00	R
11	36833390	Zurich	Insurance	4128.58	R
12	****	B&Q	Flowers for Diana Garden	60.96	E
13	3710	Mike Clarke printing	Receipt books	145.20	R
14	LJT1	LJ Tree Services	Tree felling at Glan yr Afon	450.00	E

Statutory provisions:- Items 1-14 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

113 DIRECT DEBITS – MAY 2019

	Date	Payee	Description	Total
1	02.05.19	British Gas 3	Gas maintenance house	26.62
2	09.05.19	Blue Wave	Telecoms	83.50
3	10.05.19	Lloyds	Service Charges	25.84
4	15.05.19	CCC	Rates	362.40
5	24.05.19	PEAC	Copier rental	180.12

Statutory provisions:- Items 1,3,4,5: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

114 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

115 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

116 CLEANING OF WAR MEMORIAL

It was **RESOLVED** to complete the restoration work before Remembrance Day. Cost will be £3,150, to be carried out by a specialist company in September 2019.

117 BROWN VISITOR SIGNS

This matter was deferred.

118 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

9.00pm

It was **RESOLVED** to suspend Standing Orders and continue the meeting.

119 DONATION TO TY GOLAU

It was **RESOLVED** to donate £1000 to Ty Golau as provided for in the budget. Note and **Close** this item.

120 PURCHASE OF PC AND MAPPING PROGRAMME

Full costs and technical specifications will be investigated. This matter was deferred until autumn.

121 TELECOM PROVIDER

It was reported that e-mails were being received by the office but few were able to be sent out. The council's technical support will be requested to look into alternative and costings.

122 REFERRALS FROM COMMITTEES

Full Council – Parc Stephens Accessible Play Project

It was reported that there was a shortfall of £4,718.25 in funding for the play equipment. The county council may not release the Section 106 money (£18k) until the work has been completed. This matter was deferred until talks can take place with the county officers to seek a resolution to accessing the funding.

Estates Committee - Fire Risk Assessment

It was **RESOLVED** that the cost of the assessment - £300 – be split between the town council and the community hall according to floor area and apportioned accordingly.

123 CORRESPONDENCE – MAY/JUNE 2019

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

The meeting concluded at 9.20pm.

181 DIRECT DEBITS – JUNE 2019

	Date	Payee	Description	Total
1	03.06.19	British Gas 3	Gas maintenance house	26.62
2	07.06.19	Blue Wave	Telecoms	83.50
3	14.06.19	Lloyds	Service Charges	29.45
4	17.06.19	CCC	Rates	363.00

Statutory provisions:- Items 1,3,4: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

182 LAMPPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

183 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

184 CLEANING OF WAR MEMORIAL

It was previously **RESOLVED** to complete the restoration work before Remembrance Day. Cost will be £3,150, to be carried out by a specialist company in September 2019.

185 BROWN VISITOR SIGNS

This matter was deferred.

186 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

187 PURCHASE OF PC AND MAPPING PROGRAMME

Full costs and technical specifications will be investigated. This matter was deferred until autumn.

188 TELECOM PROVIDER

It was reported that the issues with e-mails has been resolved. The problem did not lay with the telecom provider. Note and **Close** this item.

189 COMMUNITY LIGHTING PROJECT

A county council project to convert all sodium lighting to LED lighting is underway as the sodium lights are no longer available. This will reduce energy costs and carbon emissions. Concerns were expressed about LED and health issues. Cost would be £11,259 – loan repayments would be £1,407.38 per year for an 8 year period. It was **RESOLVED** to participate in the project. Note and Close this item.

190 REFERRALS FROM COMMITTEES

1. It was noted that installation of the play equipment in Parc Stephens is booked for 20th July 2019. The Section 106 money will not be released until the work has been completed. The play project has secured a bridging loan to pay for the equipment in the interim. The county council will be asked why the money will not be made available until completion as many small group entitled to Section 106 funds will not be able to have a loan. Referred back to Full Council.

2. Memorandum of Understanding / GVEC. The memorandum will be amended and updated for the September meeting of Full Council.

3. Full Council 5th November 2019 – To enable members to attend the fireworks at Mynydd y Garreg on Bonfire Night, it was agreed to hold Full Council and Policy and Resources Committee on Thursday 7th November 2019.

4. Safe Routes to Schools applications have been prepared by the schools. Town council support was requested – it was acknowledged that the applications are preliminary proposals put forward by the schools. Full consultation will be undertaken as the process progresses and opportunity to express concerns and alternative proposals, such as speed bumps, will be available.

The proposal to make additional parking bays on the grassed semi-circular area in Parc Stephens was debated as this area has been identified as a possible location for a community orchard. It was noted that the area is in the ownership of the county council and the town council cannot determine its final purpose.

It was **RESOLVED** to support the Mynydd y Garreg school application in its entirety.

It was **RESOLVED** to support the town schools' applications - excluding the section relating to the parking spaces / orchard development. A recorded vote was taken:-

FOR		AGAINST	ABSTAIN
P.Thompson	T.Burnett	J.Bezant	J.Mayne
B.A.Williams	C.Peters	D.Lloyd-Waterford	J.Gilasbey
C.Davies	C.Peters-Bond		A.Jenkins
J.Parry			G.Beer

191 CORRESPONDENCE – JUNE/JULY 2019

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

KIDWELLY TOWN COUNCIL

10th SEPTEMBER 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 10th September 2019

Present	Town Mayor	
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, C.Peters-Bond, J.Bezant, J.Gilasbey, J.Mayne, D.Lloyd-Waterford, G.Beer, J.Parry, P.Thompson, B.A.Williams
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, C.Davies
No Apologies		

250 MEMBERS' DECLARATIONS OF INTEREST

Minute 261 [1] Councillors J.Gilasbey and P.Thompson left the room

Matters Arising from the Finance Committee Meeting of 9th July 2019

251 FINANCIAL STATEMENTS

Financial statements for month 5 were circulated and considered.

252 BILLS FOR PAYMENT – AUGUST / SEPTEMBER 2019

		Invoice	Payee	Description	Total	Cat
1		ES6	Ellis Samuel	Estates contract - September	1892.00	E
2		67181	HDG Farm supplies	Fencing/drainage GLH14	2455.44	C
3		19119	Wrenvale	Plants for baskets	1713.00	E
4		15957	Evans Powell	Fees - abortive land sale H3	552.00	R
5		akp5	Blinds & co	Office blackout blind	24.99	R
6		akp7	Hozelock	Hosepipe for town square	88.99	E
7		2804	Eric James	Clearance GLH14	2000.00	E
8		9434506	Ordnance Survey	Map licence	65.70	E
9		1450	South West Surveys	Valuations Pembrey Road	720.00	E
10		172968	Water for You	Water	11.88	R
11		SLCC1	Soc Local Council Clerks	Annual fee	156.00	R
12		ALCC1	Assoc of Clerks	Annual fee	40.00	R
13		OVWc	One Voice Wales	Conference fee	180.00	R
14		1180811	Cathedral Leasing	Annual contract - hygiene	224.64	R
15		ESa6a	Ellis Samuel	Additional estate work	370.00	E
16		20591	Rialtus	Omega support	624.00	R
17		17.19.20	RTAC	Tree survey cemetery/mynydd	750.00	E
18		30	Steve Chilvers	Backups & support 3/12	105.00	R

Statutory provisions:- Items 1-18 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

253 DIRECT DEBITS – JULY / AUGUST 2019

	Date	Payee	Description	Total
1	02.07.19	British Gas 3	Gas maintenance house	26.62
2	08.07.19	Blue Wave	Telecoms	83.50
3	12.07.19	Lloyds	Service Charges	24.30
4	15.07.19	CCC	Rates	363.00
5	02.08.19	British Gas 3	Gas maintenance house	26.62
6	08.08.19	Blue Wave	Telecoms	83.50
7	09.08.19	Lloyds	Service Charges	23.73
8	15.08.19	CCC	Rates	363.00
9	27.08.19	PEAC	Copier	240.00

Statutory provisions:- Items 1,3,4,5,7,8,9: Local Government Act 1972 s111 – Item 2 & 6 Telecom Act 1984 Note and **Close** this table from the minutes.

254 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

255 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

256 CLEANING OF WAR MEMORIAL

It was previously **RESOLVED** to complete the restoration work before Remembrance Day. Cost will be £3,150, to be carried out by a specialist company in September 2019. The Royal British Legion has been informed and details will be put onto the council website. Before and after photos will be taken. This matter will be referred to Full Council for agreement to make a virement in the budget. Note and **Close** this item.

257 BROWN VISITOR SIGNS

This matter was deferred.

258 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

259 PURCHASE OF PC AND MAPPING PROGRAMME

It was **RESOLVED** to purchase a new laptop and mapping software for the estates officer at a cost not exceeding £1500. Note and Close this item.

260 TELECOM PROVIDER

Members were informed that the current system was not functioning. 2 quotes for a replacement system had been received. It was **RESOLVED** to contact Big Cloud IT for advice on suitable systems and specifications required. Further quotes will then be sought.

261 DONATION / GRANTS

1. It was **RESOLVED** to grant £200 to Kidwelly and Mynydd y Garreg Pantomime Society.
2. It was **RESOLVED** to release the £5000 allocated to Mynydd y Garreg Hall in the 2019-2020 budget. Note and **Close** these items.

262 EXTERNAL AUDITOR REPORT 2018-19

An unqualified report had been received. It was **RESOLVED** to accept the report. It was noted that general reserves are low. Note and **Close** this item.

263 ON LINE BANKING – READ ONLY

It was **RESOLVED** to apply for On-line banking facilities – read only so that statements can be accessed with speed. Note and **Close** this item.

264 BUDGET 2020 - 2021

The draft budget was considered and various suggestions made. An additional Budget Setting meeting will be held on 15th October 2019. All proposals must be submitted a week prior to this meeting. Local organisations will be contacted to ascertain their anticipated needs.

265 REFERRALS FROM COMMITTEES

There were no referrals.

266 CORRESPONDENCE – AUGUST / SEPTEMBER 2019

1	Urdd Eisteddfod	A request for financial assistance for the Eisteddfod Genedlaethol Urdd Gobaith Cymru 2021 has been received. It was agreed to allocate £750 for the next 2 years when considering the budgets. Note and Close this item.
2	Mynydd Eisteddfod	A request for financial assistance for Mynydd y Garreg Eisteddfod has been received. It was agreed to allocate £300 in next year's budget. An enquiry will be made as to when they would like to draw down this money. Note and Close this item.

KIDWELLY TOWN COUNCIL

8th OCTOBER 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 8th October 2019

Present	Town Mayor Deputy Mayor Councillors	A.Jenkins, C.Peters, C.Peters-Bond, J.Bezant, J.Gilasbey, D.Lloyd-Waterford, G.Beer, J.Parry, P.Thompson, B.A.Williams, S.Ratty
	Town Clerk Town Secretary	V. O'Reilly A Padgett
Apologies	Councillors	L.Jones, T.Burnett, J.Mayne, C.Davies
No Apologies		

330 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 10th September 2019

331 FINANCIAL STATEMENTS

Financial statements for month 6 were circulated and considered.

332 BILLS FOR PAYMENT – OCTOBER 2019

	Invoice	Payee	Description	Total	Cat
1	ES7	Ellis Samuel	Estates contract October	1892.00	E
2	501-7	Castle News	Newspapers	32.40	R
3	26.19/20	RTAC	Tree survey footpaths	900.00	E
4	ES 7a	Ellis Samuel	Dalton memorial & baskets	45.00	E
5	28.19/20	RTAC	Tree survey report - Final	1800.00	E
6	50628	Hags	Mynydd play area	30110.00	C
7	U138494	Money soft	Payroll licence	86.40	R
8	14046	Abbey masonry	Cleaning war memorial	3780.00	E

Statutory provisions:- Items 1-8 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

333 DIRECT DEBITS – SEPTEMBER 2019

	Date	Payee	Description	Total
1	02.09.19	British Gas 3	Gas maintenance house	28.50
2	06.09.19	Blue Wave	Telecoms	83.50
3	06.09.19	Cathedral Leasing	Feminine hygiene bins	224.64
4	13.09.19	Lloyds	Service Charges	52.69
5	16.09.19	CCC	Rates	363.00

Statutory provisions:- Items 1,3,4,5: Local Government Act 1972 s111 – Item 2 Telecom Act 1984 Note and **Close** this table from the minutes.

334 LAMPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

335 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

336 BROWN VISITOR SIGNS

This matter was deferred.

337 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

338 TELECOM PROVIDER

Members were informed that the current system was not functioning. 3 quotes for a replacement system had been received. This matter was deferred to the next Finance Committee meeting.

339 BUDGET 2020 - 2021

An additional Budget Setting meeting will be held on 22nd October 2019. All proposals must be submitted a week prior to this meeting.

340 REFERRALS FROM COMMITTEES

Telemat was referred to the next meeting of the Finance Committee on 22nd October 2019.
GVEC – pre-planning payment – deferred until the next Finance Committee meeting on 22nd October 2019.

341 CORRESPONDENCE – SEPTEMBER/OCTOBER 2019

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

KIDWELLY TOWN COUNCIL

12th NOVEMBER 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th November 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	
Apologies	Councillors	A.Jenkins, J.Bezant, J.Gilasbey, D.Lloyd-Waterford, G.Beer, J.Parry, P.Thompson, B.A.Williams, L.Jones, J.Mayne, C.Peters, C.Peters-Bond
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
	Councillors	T.Burnett, S.Ratty

400 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters Arising from the Finance Committee Meeting of 8th October 2019

401 FINANCIAL STATEMENTS

Financial statements for month 7 were circulated and considered.

402 BILLS FOR PAYMENT – NOVEMBER 2019

	Invoice	Payee	Description	Total	Cat
1	ES7	Ellis Samuel	Estates contract October	1892.00	E
2	2808	Eric James	Land clearance	2000.00	E
3	SWK - 1	S.W.Knotweed	Knotweed eradication	5660.00	E
4	1063451	Parker Bulbs	Daffodils & Tulips	465.60	R
5	174223	Water for You	Water	21.48	R
6	ES 7a	Ellis Samuel	Dalton memorial & baskets	45.00	E
7	130556	Western Power	Electricity connection tree	3913.22	R

Statutory provisions:- Items 1-7 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

403 DIRECT DEBITS – OCTOBER 2019

	Date	Payee	Description	Total
1	02.10.19	British Gas 3	Gas maintenance house	28.36
2	04.10.19	Blue Wave	Telecoms	83.50
3	11.10.19	Lloyds	Service Charges	19.25
4	15.10.19	CCC	Rates	363.00

Statutory provisions:- Items 1,3,4: Local Government Act 1972 s111 – Item 2 Telecom Act 1984

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

404 LAMPPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

405 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

406 BROWN VISITOR SIGNS

This matter was deferred.

407 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

408 TELECOM PROVIDER

This matter was resolved at the Finance Committee meeting on 22nd October 2019. Note and **Close** this item.

409 REFERRALS FROM COMMITTEES

There were no referrals.

410 FUNDING OF BOOKKEEPER

This matter was referred to the Establishment Committee.

411 FUNDING OF PROJECT OFFICER

This matter was referred to the Establishment Committee.

412 BUDGET 2020 - 2021

It was recognised that to stimulate the economy and provide services to the community, an increase to the precept was inevitable. Asset transfer had increased costs for operating toilets and parks maintenance. The cemetery and town square need refurbishment. Further debate ensued. The next budget meeting will be held on 26th November 2019.

413 CORRESPONDENCE – SEPTEMBER/OCTOBER 2019

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

KIDWELLY TOWN COUNCIL

10th DECEMBER 2019

At the meeting of the **FINANCE COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 10th December 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	
	Councillors	A.Jenkins, J.Bezant, J.Gilasbey, D.Lloyd-Waterford, J.Parry, P.Thompson, B.A.Williams, J.Mayne, C.Peters, C.Peters-Bond
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	T.Burnett, G.Beer, S.Ratty, L.Jones

466 MEMBERS' DECLARATIONS OF INTEREST

Minute 474 – Councillor Andrew Jenkins

Minute 476 – Councillors P.Thompson and J.Mayne took no part in the discussion and did not vote.

Matters Arising from the Finance Committee Meeting of 12th November 2019

467 FINANCIAL STATEMENTS

Financial statements for month 8 were circulated and considered.

468 BILLS FOR PAYMENT – DECEMBER 2019

	Invoice	Payee	Description	Total	Cat
1	ES8	Ellis Samuel	Estates contract	1892.00	E
2	ES8 a	Ellis Samuel	Cemetery + Cofeb Grav	100.00	E
3	112270	Smiths	Clock servicing	314.40	R
4	70	Estuary forge	Noticeboard	3100.00	C
5	H149957	Parker plant	Christmas floodlights	156.00	R
6	16088	Evans Powell	Solicitor fees Mynydd park	426.00	R
7	2078704	SET	Copy paper & card	55.73	R
8	249	Travis Perkins	Padlocks	10.15	E
9	39	Steve Chilvers	Backups & support	105.00	R
10	174223	Water for you	Water	21.48	R

Statutory provisions:- Items 1-10 – Local Government Act 1972 s111

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

It was **RESOLVED** to pay the Bills for Payment. Note and **Close** this table from the minutes.

469 DIRECT DEBITS – NOVEMBER 2019

	Date	Payee	Description	Total
1	04.11.19	British Gas 3	Gas maintenance house	28.36
2	08.11.19	Lloyds	Service Charges	23.20
3	11.11.19	Blue Wave	telecoms	83.50
4	15.11.19	CCC	Rates	363.00
5	22.11.19	Data protection	Annual fee	35.00

Statutory provisions:- Items 1,2,4,5: Local Government Act 1972 s111 – Item 3 Telecom Act 1984 Note and **Close** this table from the minutes.

470 LAMPPOST BANNERS

It was noted that the banners are not looking their best and need replacing. New designs will be considered and costed. County Council brown visitor signs are faded – the county will be informed. Members will identify and list new brown signs that will be helpful for visitors.

471 EQUIPMENT FOR PRESENTATIONS

It was previously **RESOLVED** to investigate the various options for purchasing the most suitable equipment to allow presentations to be made at council meetings and events held in the chamber. Costs for televisions were presented. Cllr T.Burnett will research alternative methods. This matter was deferred until autumn.

472 BROWN VISITOR SIGNS

This matter was deferred.

473 COUNCIL INSURANCE

New valuations had been prepared and supplied to the insurance company. It was felt that the Mayoral chains were undervalued. They will be re-assessed.

474 DONATION REQUEST – MEITHRIN – MYNYDD Y GARREG

A request for financial assistance had been made. It was **RESOLVED** to give a donation of £450 Note and **Close** this item.

475 TO CONSIDER BUDGET VIREMENTS

The Chair, Deputy Chair and Town Clerk had prepared a schedule of amendments to the budget. Virements of £14,866 will be recommended to Full Council in January 2020. Note and **Close** this item.

476 REFERRALS FROM COMMITTEES

Appointment of Bookkeeper – it was **RESOLVED** to accept the recommendations of the interview panel and appoint Fleur John as Bookkeeper on a self-employed basis for an initial period of 6 months. Note and **Close** this item.

477 CORRESPONDENCE – OCTOBER/NOVEMBER 2019

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