

CARMARTHEN TOWN COUNCIL
FINANCE COMMITTEE
7.30pm 14 JULY 2022

The meeting was held in the Council Chamber, St Peter's Civic Hall and in accordance with the Local Government and Elections (Wales) Act 2021, enabling meetings of local authorities held from 1 May 2021 to be held by means of remote attendance.

Cllr. Tom Defis presided over the meeting.

PRESENT: Cllrs: Tom Defis, Gareth John, Andy King, Miriam Moules, (video link) and Emlyn Schiavone (video link).

Mr Alun Harries – Clerk to the Town Council
Mrs Emma Smith - Deputy Town Clerk and Finance Manager

110. Apologies

Apologies were received from Councillors Heledd ap Gwynfor, Ioan Matthews, Jeff Thomas and Wyn Thomas.

111. Declarations of Interest

None

112. To authorise the signing of the Order for Payment of Accounts Schedule July 2022.

- (i) Town Council. Members scrutinised the payments and were satisfied with the schedule. Councillor Andy King proposed that the schedule of payments totalling **£71,449.73** should be approved and signed by two members of Council and the Clerk. Cllr. Gareth John seconded the proposal. All members agreed and it was **RESOLVED** that all payments should be approved.
- (ii) Tea Shop. Members scrutinised the payments and were satisfied with the schedule. Councillor Andy King proposed that the schedule of payments totalling **£2573.43** should be approved and signed by two members of Council and the Clerk. Cllr. Gareth John seconded the proposal. All members agreed and it was **RESOLVED** that all payments should be approved.

113. Financial Report

A financial report was provided for the period April 2021 to 30th of June 2022.

Council's Bank balances on the 30th of June 2022 were as follows:

	£
HSBC Current Account	66,108.50
HSBC Reserve Account	458,678.79
Total Cash in Bank	524,787.29

Balances in Other Accounts on 30th June 2022:

Mayor's Allowance	-	£3,002.04
Mayor's Fun Run	-	£6,472.13
Carmarthen Park Tea Shop	-	£22,283.56

- Gross expenditure for the period 1st April to the 30th of June 2022 totalled £147,964
- Income for the same period, including the Park Tea Shop, totalled £40,765. The overall net expenditure is therefore £107,199.
- The Net Budget/Precept requirement for 2022/23 is £788,855, of which £262,952 has been received.

The financial report was **NOTED**.

114. Quarterly Bank Reconciliation 30th June 2022

Members considered the quarterly bank reconciliations for the current account, reserves account and Tea Shop accounts. No issues were raised, and on the motion of Cllr. Emlyn Schiavone and seconded by Cllr. Andy King, committee **APPROVED** the reconciliations.

The schedule was **APPROVED** by committee.

115. Quarterly budget update 30th June 2022

RESOLVED that the quarterly budget update should be approved.

116. Arrangements for making payments due in August 2022

The Town Clerk requested delegated powers for two members and the Clerk to approve accounts due for payment in August, when no meeting of committee is due to be held. Members discussed and **RESOLVED** that authorisation of payments should be delegated to the Chair of Finance Committee, one other member and the Clerk for August 2022, with payments presented to committee in September for information.

117. Staff Numbers July 2022

Members **NOTED** the update.

118. The Finance and Local Governance Toolkit for Community and Town Councils

The Clerk explained that following a pilot during late 2021 the Toolkit has now been formally launched by Welsh Government. Suggested next steps are as follows:

- Set up a sub-group of councillors to progress the work locally.
- Agree priorities for action, then act on those priorities.
- Use the toolkit again at a later point to check progress.

Members considered the way forward and Cllr. Gareth John proposed that the suggested way ahead should be **APPROVED**. Two members from Finance Committee – the chair Cllr Tom Defis and the Vice Chair Cllr Gareth John - with one member of General Purposes Committee, should be invited to form a sub-committee with selected Town Council officers. Cllr. Andy King seconded the proposal, and all members were in favour.

119. Review of Earmarked Reserves

Committee discussed the end of year balances and how the funds could be allocated for future use. Potential uses of earmarked reserves for additions and improvements to public amenities around the town were considered with possible projects referenced. To allow time to fully scope potential projects, it was proposed by Cllr. Emlyn Schiavone and seconded by Cllr. Gareth John that £100,000 should be added to the earmarked reserves for 'public amenities' and £50,000 added to the unearmarked reserves to bring the total to the minimum recommended sum of three months expenditure, at £200,000. All members were in favour and the matter was **RECOMMENDED** to Council.

120. Visitors from Lesneven, Carmarthen Town Twinning Association

A request was presented to the committee to support a visit from Carmarthen's twin town, Lesneven. The visit would celebrate 40 years since the twinning, and members were asked to consider sponsoring an event at St Peter's Civic Hall following the County Hall meeting on the 17th of September. The Members gave consideration to the matter and **RECOMMENDED** in principle that the Council should support the application.

At the end of the meeting, the Chairman thanked the Town Clerk, at his last meeting of the Finance Committee for all his advice and support to the committee over the past seven years. The Chairman also wished the Clerk well for the future and expressed the gratitude of the committee members.

The meeting closed at 8.15pm.