

Pembrey and Burry Port Town Council
Finance Committee Meeting

Tuesday 9th February 2016

Present: Chair - Cllr Andrew Phillips, Cllrs Malcolm Davies, Robert John and David Owens

Officers: Melanie Carroll-Cliffe (Town Clerk)

(Burry Port Memorial Hall, Meeting room, Burry Port 9.30am – 10.55am)

1. Personal Matters

Apologies were received from Cllrs Mrs Pat Jones and Mrs Mary Wenman, together with the RFO Mr Alan Howells.

2. To receive Members declarations of interest

Members confirmed their usual declarations of interest. No new declarations were made in relation to the business to be transacted.

3. To confirm the minutes of the meeting held on Monday 12th January 2016.

The minutes of the meeting of 12th January 2016 were approved as a true record.

4. To consider any matters arising from the minutes.

P1 (4) Matters arising - Pembrey Memorial Hall

Cllr David Owens referred to the fact that as previously indicated by the TSO, the new sensor security light had been installed at Pembrey Memorial Hall and the reason that the new light was still permanently on was due to the fact that the bulb in the old light had not been removed.

P1 (4) Matters arising – Outstanding invoices

Cllr David Owens referred to the fact that the Cylch Meithrin in Pembrey had now finished and had apparently been selling off various items as a result of this. Members expressed doubt about the likelihood of receiving the outstanding rent in light of this.

5. Outstanding Invoices

In the absence of the RFO, the Clerk provided an update in relation to outstanding invoices.

It was confirmed that the Llanelli Youth Theatre continues to make the agreed instalment payments. The Historical Society has an outstanding invoice but the Clerk explained that the organisation has now changed the venue for its meetings. As from January 2016, their meetings have been taking place in the former OAP Hall, rather than the Memorial Hall. Accordingly, it has been agreed that payment be made for nine months for use of the Memorial Hall, with the months of January, February and March 2016 being charged on an hourly rate basis for the former OAP Hall.

There is still an outstanding rental payment from Serendipity Nursery. The Clerk confirmed that consequent to the agreement to hand back the lease on the former Pembrey School to Carmarthenshire County Council, a letter had been sent to the proprietor of the nursery, requesting payment of the balance after taking into consideration the expenditure incurred by the nursery in relation to the new gas heater. However, payment had not been received to date.

The Clerk confirmed that the SLA from Carmarthenshire County Council relating to Pembrey Memorial Hall has been paid since the agenda was sent out. Likewise, there were a number of other invoices which had been paid since the agenda was sent, namely by Burry Port Parks Committee, Hywel Dda Health Board and Weight Watchers. Also, a couple of the other outstanding invoices were expected to be paid shortly.

6. Budget monitoring

Although the RFO was not in attendance, a budget monitoring report had been provided, which was circulated to members, for their consideration. At this stage in the financial year, income and expenditure should be around 75%. Income is in excess of this at 84.32%. Net expenditure is within budget at 66.45%.

7. Consideration of applications for financial donations

The Clerk outlined to members details of all of the applications for financial assistance which had been received. These were considered by members and decisions were made upon the same as follows:

Burry Port and Pembrey Aikido

Two applications were received from this organisation. An application for a community grant was made to assist in purchasing spare kits for children when starting or if they are unable to afford them. A donation of £300 was approved. An application for a local organisation donation was received to assist in renewing training mats. A donation of £200 was approved.

Burry Port Park Appeal

This organisation applied for a community grant of £300, which was stated to be towards the expenses incurred in holding a children's Halloween party in October 2015. The application indicated that the committee is committed to continuing its fund raising in order to ensure that the park is developed further. Given that the Town Council has taken over responsibility for the running of the park, members deferred consideration of this application, until such time as a meeting has taken place with the Burry Port Park Appeal Committee.

Friends of Burry Port Harbour

An application was considered for a community grant, to assist with the cost of setting up an interactive website, together with printing costs and posters for this recently formed group. As members felt that the work of this group was important to the improvement of the harbour, a grant of £1,000 was approved.

Jerusalem Chapel

An application was considered for a community grant. This was requested to assist with the cost of changing the format of the existing toilets at the rear of the vestry to enable the installation of new

toilets for disabled persons, as required by health and safety regulations. A grant of £250 was approved.

Burry Port Family Centre

Members considered an application for a community grant, to assist with the cost of engaging the services of dance and drama tutors to deliver family sessions during the summer holiday period. Given the uncertainty as to whether this activity would proceed and having regard to the organisation's current bank balance, members deferred consideration of this application.

Burry Port AFC

Members approved a local organisation donation of £200. This is to assist with the running costs of the club, which have greatly increased.

Burry Port Town Band

Members approved a local organisation donation of £200, in relation to conductor's fees and travel expenses, to enable the band to compete in the qualifying round for Band Cymru 2016.

Burry Port Memorial Park Bowls Club

Members approved a local organisation donation of £200, to assist with necessary costs for the 2016 season, as had been detailed in the application.

Dementia Carers Support Group

The Clerk referred to the fact that this organisation has recently commenced meeting on a weekly basis in the former OAP Hall. Members approved a local organisation donation of £200, to assist with the costs of running the club and days out.

Llanelli Ramblers Festival of Walks

Members approved a local organisation donation of £100, to assist with the promotion costs of this event.

Pembrey and Burry Port Cycle Club

The Clerk highlighted the fact that this organisation had been meeting on a weekly basis at Pembrey Memorial Hall since October 2015. The Club had submitted an application for a local organisation donation, to assist in purchasing promotional materials to promote the club at community events and to raise its profile. Members approved a donation of £150.

Pembrey and Burry Port Gardening Club

Members approved a local organisation donation of £200, to assist with the payment of specialist topic speakers at monthly meetings, as well as to support garden visits and increasing running costs of the annual craft and gardening show.

Pembrey Football Club

Cllr David Owens declared an interest in relation to this organisation, due to having a grandson who plays football at the club. Members approved a local organisation donation of £200, to assist with

the cost of equipment to cut and maintain the football pitch, together with the upkeep of the changing rooms.

Burry Port RFC Juniors

Again, Cllr David Owens declared an interest, due to having a grandson who plays for the club. Members approved a local organisation donation of £200, to assist with the running costs, coach and player development.

1st Pembrey Brownies

Members approved a local organisation donation of £100, to assist with increasing costs of running the organisation, due to higher annual subscriptions.

Pembrey Community Growing Association

Two applications were received from this organisation. An application for a community grant was submitted, which was stated to be to assist with the cost of fencing off an area as a pond. An application for a local organisation donation was also received, to assist with the cost of weed suppressant membrane around the intended pond. Members felt that there was insufficient information, including no costings being provided for the intended project. They therefore agreed that the applications be deferred.

8. Consideration of virements

In the absence of the RFO, it was approved that the consideration of virements needed to be deferred to the next meeting.

9. To consider any referred matters from the other Committees.

There were no matters referred from other committees.