



Cyngor Tref Rhydaman Ammanford Town Council

**Minutes of Finance Committee Meeting of Ammanford Town Council (ATC)
on
Thursday 13th February 2020, 6PM
at the Council Chamber, Town Hall, Iscennen Road, Ammanford SA18 3BE**

Minutes taken by: Clerk, Duncan Morgan (DSM)

Attendees: Mayor Julia Bell (JB); Councillor Stephen Davies (SD)(Chair); Councillor Deian Harries (DH); Councillor Rhodri Jones (RJ)(Chair of Committee);

Councillor Stephen Davies presiding

1) Apologies and reasons for absence

Cllr Emma Evans

2) Declarations of interest

None noted

3) To review the expenditure for 2019/2020 year to date

Cllr Stephen Davies undertook a detailed review of the expenditure for each item listed in the enclosed report with additional comments on the following:-

Awaiting a detailed breakdown of the Grounds Maintenance costs for the Parks from Carmarthenshire County Council for £12,595.

Public Conveniences spend was up £11K from last year budget this will have to be reflected in next year's budget.

SD commented at this stage as to whether the expenditure for this fiscal year had been fully approved by Full Council as the original budget was £50K with a revised budget of £60,350.

Street lighting had not been captured on the report as ATC is awaiting bill.

SD commented that Office Supplies/Expenditure was far in excess of the allocated of £500 with a current expenditure of £1,384.

SD commented that there had been an "astronomical" spend when compared with the budget allocation using the Twrch Trwyth as an example.

4) To review/establish budget forecast v. expenditure

SD Reported an estimated expenditure spent of £337K by the 2019/2020 fiscal year end. In order to ensure that 'proper budget' control could be administered for the 2020/2021 fiscal year a plan would have to be devised/introduced ensuring tighter budget management. The plan would include the following proposals:-

- Quarterly expenditure at Full Council Meeting
- All future spend to be agreed via Full Council
- Each committee is to set budgets for approval
- Chairperson for each committee is to assume budgetary responsibility for their committee and act as lead reporting back to Full Council
- Tracking system to be introduced to monitor spend within each individual committee
- Introduced a better system of income recovery
- Budget mapping to be undertaken at regular intervals
- Robust budget management system/procedure to be set up
- Personnel Committee to lead on the administration element

5) To present and determine first view of budget for 2020/2021

SD discussed the following items in detail:-

Ammanford Park – When comparing the budget of £62,165 versus the end of year projections of £94,812 an increase allowance has been made to allow for this the 2020/2021. It is not totally inclusive of all charges allocated as ATC is still awaiting SLA projected costs from Carmarthenshire County Council.

SD went on to comment that the increased costs were unavoidable in the main due to increased inspection costs as part of insurance requirements to ensure H&S compliance together with the Dwr Cymru costs for the Splash Park, flower bed planting and hanging baskets.

A new fence needs to be erected around the tennis courts which has to be budgeted for.

Ammanford Recreation Ground – Awaiting quotation form CCC for SLA

Public Conveniences – Additional Capital works have had to be undertaken. These costs will be captured in the 2020/2021 budget.

Additional works as a result of vandalism resulting in additional cleaning & maintenance.

SD suggested that with increased costs ATC may have to follow CCC model of introducing charges for using the facilities, but this is currently at the 'discussion' stage.

Children's Play Areas – No major capital works expenditure is currently forecast for these areas

Parks, Recreation Grounds, Public Conveniences & Children's Play Areas (in general) –

SD commented that at the time these assets were handed over by CCC to ATC, and due to the lack of resources within ATC, it had not been possible to undertake a proper assessment into the condition of these facilities and in some instances they were in an 'average' state of repair in particular the toilet facilities which 'were not up to scratch' resulting in additional expenditure by ATC.

Financial Contributions – During the 2020/2021 these are to be limited to £500

Hanging baskets – Budget to be kept to £1000 for 2020/2021 fiscal year

Bridleways – There is a need for investment but the ownership of the bridleways has to be determined prior to any expenditure.

Administration

Salaries & Wages have been based on the current model to include the Town Clerk, Facilities Officer, provision of an administrative role at a future date. These are based on

recommendation from One Voice Wales; however being mindful of ATC's finances a feasibility study will have to be undertaken before any new posts are introduced.
Office supplies to be capped and kept within budget.
Events – Now must be more cost effect and ATC is to investigate methods of bringing in an income from certain events.

At this point a member of the public interrupted the meeting and commented that there were inaccuracies in the budget, and these had been reported at previous ATC meetings.

SD – continued and stated that his budget figures were to be presented at the next Full Council meeting.

Meeting Closed at 6:45pm

Signed: (Chair)

Print Name:

Date:

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