



Minutes of Finance Committee Meeting of Ammanford Town Council on Monday 14th
September 2026 at 6:00pm via MS Teams
Meeting started at 18:00

Members Present

Cllr C Higgins
Cllr H Howells
Cllr A Jones
Cllr C Evans

Also Present

Jayne Grazette – Chief Officer & Responsible Financial Officer (RFO)
Roisin Finch – Deputy Clerk
Geena Ware – Admin & Estates Officer

Appointment of Chair for the Meeting

Cllr C Higgins advised that a Chair was required for the meeting. It was noted that the appointment of a permanent Chair of the Finance Committee would be considered at the next Full Council meeting.

Unanimously RESOLVED: That Cllr C Higgins be appointed to Chair the Finance Committee meeting held on 14 September 2026.

0114092026 – Apologies and Reasons for Absence

None received.

0214092026 – Declarations of Interest

No declarations of interest were made.

0314092026 – Public Participation

No members of the public were present.

It was noted that Agenda Items 7 and 8 would be considered in private session, subject to the appropriate resolution to exclude the press and public.

0414092026 – To Receive Finance Update

i) July and August Bank Reconciliations

The July and August bank reconciliations were presented to Members. No questions were raised.

Unanimously RESOLVED: To accept the July and August bank reconciliations.

ii) July and August Cashbooks

The July and August cashbooks were presented to Members.

Unanimously RESOLVED: To receive and accept the July and August cashbooks.

iii) Transfer of Monies to Earmarked Reserves

The Chief Officer & RFO advised Members of the proposed transfer of identified unspent monies into Earmarked Reserves.

The purpose of the transfer is to ensure that funds identified for specific future projects, works or commitments are protected and remain available for their intended purpose. The transfer would also provide a clear and transparent record of funds set aside and support effective financial planning and budget management.

Cllr A Jones asked whether interest was earned on the Council's reserve account. The Chief Officer & RFO confirmed that interest is received on reserve balances and advised that banking options would be reviewed to determine whether the Council could obtain a better rate of interest on its funds.

Unanimously RESOLVED: To recommend to Full Council that the identified unspent monies be transferred into the appropriate Earmarked Reserves.

0514092026 – Update on Payments Made

i) Payments Made During Quarter 1

Cllr A Jones requested clarification regarding a payment made to *Clerks & Councils Direct*.

The Deputy Clerk explained that the payment related to the production of three Freedom of the Town scrolls presented at the Council's Inauguration and Community Awards event.

Unanimously RESOLVED: To accept the payments made during Quarter 1.

ii) Payments Made During July and August

Members considered the schedule of payments made during July and August.

Unanimously RESOLVED: To accept the payments made during July and August 2026.

iii) Schedule of Payments to 30 September 2026

Members considered the schedule of payments, including anticipated payments up to and including 30 September 2026.

Cllr C Higgins commented positively on the clear presentation of the spreadsheet and the quality of the financial reporting provided to the Finance Committee.

Unanimously RESOLVED: To accept the schedule of payments for September 2026.

0614092026 – Update on Quotation for Recreation Ground Fencing

The Chief Officer & RFO explained that, following consideration of two quotations previously received for replacement railings at the Recreation Ground, the Council had agreed that revised quotations should be obtained to provide for concrete posts rather than the originally proposed wooden posts. This was intended to provide a more durable and longer-term solution.

Delegated authority had previously been granted to proceed with the works up to a maximum value of **£10,000**.

The lowest revised quotation received, incorporating concrete posts, was **£11,895.20**, which is **£1,895.20 above the delegated limit**.

As the quotation exceeded the delegated authority previously granted, the Finance Committee considered whether the matter should be referred to Full Council for approval before any commitment was made.

Members supported recommending acceptance of the lowest revised quotation to Full Council.

Unanimously RESOLVED: To recommend to Full Council that the revised quotation of **£11,895.20** for the Recreation Ground fencing works be accepted, subject to Full Council approval.

Exclusion of Press and Public

Members considered the exclusion of the press and public under **Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960** for the following confidential business.

Unanimously RESOLVED: That, in view of the confidential nature of the business to be transacted, the press and public be excluded from the meeting during consideration of the following items.

0714092026 – NJC/NALC/LGA National Pay Award 2026/27 – Staff Salaries

Information Only

The Chief Officer & RFO referred Members to the spreadsheet previously circulated to the Finance Committee and provided an explanation of the nationally agreed pay award for 2026/27.

Members were advised that the nationally agreed NJC pay award provides for an increase to the applicable salary scales, effective from **1 April 2026**.

As this is a nationally agreed pay award, the Council is not being asked to determine the level of the increase. Staff salaries will be adjusted in accordance with the revised applicable salary scales, with any back pay due calculated from 1 April 2026.

The Chief Officer & RFO confirmed that, following application of the agreed pay award, staffing expenditure remains within the Council's approved staffing budget.

NOTED: Members received and noted the 2026/27 national pay award and the consequential adjustments to staff salaries.

0814092026 – Financial Assistance Grants

The Chief Officer & RFO presented the Financial Assistance Grant Report, which provided Members with an overview of applications received from local organisations, charities and community groups requesting financial support from Ammanford Town Council.

Each application had been considered against the Council's available budget, the purpose for which funding was requested, the benefit to the local community and the appropriate statutory power available to the Council.

The summary report identified each organisation, the amount requested and/or recommended, the proposed budget allocation and the relevant statutory power under which an award could be made. This provided a clear and transparent record of the Council's consideration and proposed allocation of financial assistance.

Members reviewed the supporting documentation that had previously been circulated.

Cllr C Higgins commented positively on the quality and detail of the report and proposed that, subject to there being no objections from Members, the recommendations of the Officers be accepted.

Members discussed the importance of monitoring awards and obtaining appropriate follow-up information from grant recipients. The Chief Officer & RFO confirmed that arrangements for monitoring and follow-up reporting were already being progressed.

The Chief Officer & RFO also provided an update regarding the application from Dinefwr Indoor Bowls. Some supporting documentation had been received after the requested date due to extenuating circumstances. Members agreed that the application should nevertheless be considered alongside the other applications.

Unanimously RESOLVED: To accept the Officers' recommendations in relation to the award of financial assistance, subject to each award being made under the appropriate statutory power and from the relevant approved budget.

The Chair closed the meeting at **6:28pm**

Signed as a Correct Record

Chair: _____

Signature: _____

Date: 28 September 2026

Min: 8(ii)28092026

