Minutes of Finance Committee Meeting of Ammanford Town Council on Monday 19th October 2026 at 6:00pm via MS Teams

Meeting started at 18:00

Members Present

Cllr K McMinn-Davies
Cllr C Higgins (online)
Cllr A Jones (online)
Cllr C Evans

Also Present

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

FM01191026 – Ethol Cadeirydd y Pwyllgor Cyllid / Election of Chair of the Finance Committee

Nominations were invited for the position of Chair of the Finance Committee.
Cllr C Evans proposed that Cllr K McMinn-Davies be elected as Chair of the Finance Committee. This was seconded by Cllr A Jones.
RESOLVED: Unanimously to elect Cllr K McMinn-Davies as Chair of the Finance Committee.

FM02191026 – Ymddiheuriadau a Rhesymau dros Absenoldeb / Apologies and Reasons for Absence

Apologies for absence were received from Cllr H Howells due to ill health.
NOTED: The Committee received and noted the apology for absence.

FM03191026 – Datganiadau o Fuddiant / Declarations of Interest

No new declarations of interest were received.
NOTED: No declarations of interest were made.

FM04191026 – Cyfranogiad y Cyhoedd / Public Participation

No members of the public were present.

FM05191026 – Derbyn Diweddariad Ariannol Chwarter 2 / To Receive the Quarter 2 (Q2) Financial Update

i. Adolygu Llyfrau Arian a Thaliadau'r Cyngor ar gyfer Chwarter 2 (Ch2) / To Review the Council's Cashbooks and Payments for Quarter 2 (Q2)

The Chief Officer & RFO presented the Council's cashbooks and payments for Quarter 2. Members were advised that, due to a councillor's ill health, the secondary checks of the payments had not yet been completed.

Cllr C Evans agreed to undertake the outstanding secondary checks of the Quarter 2 payments.

Cllr A Jones raised concerns regarding the redaction of information within the payment schedules. The Chief Officer & RFO clarified that redactions were limited to salary information and members' allowances.

During the review, a typographical error was identified within Cashbook 9522. The Chief Officer & RFO confirmed that this was an administrative error only and did not affect the accuracy of the financial records or the reconciliation of the cashbooks. Members were reassured that the cashbooks balanced correctly and that the error would be rectified.

RESOLVED Unanimously to accept the Quarter 2 cashbooks and payments, subject to the correction of the identified typographical error.

ii. Derbyn Cysoniadau Banc Chwarter 2 ar gyfer Pob Cyfrif / To Receive the Quarter 2 Bank Reconciliations for All Accounts

The Quarter 2 bank reconciliations for all Council accounts were presented to the Committee for consideration.

RESOLVED Unanimously to accept the Quarter 2 bank reconciliations for all Council accounts.

iii. Derbyn Ad-hawliad TAW 126 ar gyfer Chwarter 2 / To Receive the VAT 126 Reclaim for Quarter 2

The Chief Officer & RFO informed the Committee that the Quarter 2 VAT 126 reclaim, totalling **£9,611.12**, had been submitted to HM Revenue & Customs (HMRC) by officers.

NOTED: The Committee noted the submission of the Quarter 2 VAT 126 reclaim.

iv. Derbyn Adroddiad Monitro'r Gyllideb – Gwirioneddol yn erbyn Cyllideb Chwarter 2 / To Receive the Quarter 2 Budget Monitoring Report – Actual versus Budget

The Chief Officer & RFO provided an overview of the Quarter 2 Actual versus Budget monitoring spreadsheet, which had been circulated to members in advance of the meeting.

Members were provided with an update on the Council's financial performance against the approved budget.

Cllr A Jones requested clarification regarding the Service Level Agreement (SLA) payments to the Cricket Club.

The Chief Officer & RFO confirmed that the Cricket Club undertakes its own grounds maintenance.

Further clarification was requested regarding the payment arrangements associated with the cricket nets. The Chief Officer & RFO agreed to contact the Cricket Club to establish the relevant financial arrangements and provide clarification.

RESOLVED Unanimously to accept the Quarter 2 Actual versus Budget monitoring report.

v. Adroddiad Ariannol y Swyddog Cyllid Cyfrifol / Responsible Financial Officer's Financial Report

The Chief Officer & RFO presented the Quarter 2 Financial Report, which had been circulated to members prior to the meeting.

The report outlined the Council's current financial position, including budget variances and proposed virements required to address pressures within individual budget headings.

The Chief Officer & RFO provided an explanation of the proposed budget adjustments and the reasons for the identified variances.

Cllr A Jones requested clarification regarding the projected overspend against the Ammanford Park budget heading.

The Chief Officer & RFO explained that the additional expenditure related to the installation of ball-stop fencing at Ammanford Park, which had previously been approved by Full Council.

Members considered the proposed virements detailed within the financial report.

RESOLVED Unanimously to recommend the proposed budget virements, as detailed in the RFO Financial Report, to Full Council for consideration and approval.

Chair announced `meeting concluded at 18:30

Signed: _____

Chair of the Finance Committee

Date: _____

Summary of Actions Arising

Minute Reference	Action Required	Responsible
FM05191026 (1)	Complete outstanding secondary checks of Quarter 2 payments.	Cllr C Evans
FM05191026 (1)	Correct typographical error in Cashbook 9522.	Officers
FM05191026 (4)	Clarify payment arrangements for cricket nets with the Cricket Club.	Chief Officer & RFO
FM05191026 (5)	Present proposed Quarter 2 budget virements to Full Council for approval.	Chief Officer & RFO