

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Meeting of the Finance & General Purposes Committee**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 8<sup>th</sup> January 2008 at 7.00pm.**

**Present:** Chairman – Councillor J R Harris  
Vice Chairman – Councillor Mrs M Y Williams MBE  
Mayor – Councillor H Ll-Morgan  
Deputy Mayor – Councillor D W Morris  
Councillors – G A Cox, W H Evans, L E Taylor and A Thomas

**In Attendance:**  
Town Clerk – Mr Andrew Davies.

**Item 1: Apologies for Absence**  
Councillor Mrs S M Cox

**Item 2: Declaration of Interests.**  
None.

**Item 3: Matters arising from the Committee Meeting held on 4<sup>th</sup> December 2007**  
Item 9.2 – ‘pollarded’ trees in Westgate – members discussed the ‘lack of uniformity’ as a number of trees have been left and **recommend** to Full Council that a letter is sent requesting that the trees are dealt with all at the same time to avoid there growth being out of synchronisation.

**Item 4: Matters arising from the Town Council Meeting held on 18<sup>th</sup> December 2007.**  
No matters arising.

**Item 5: Receipts & Payments Account/sundries/Accounts to be paid**  
Receipts and Payment Accounts for period 1<sup>st</sup> April 2007 to 31<sup>st</sup> December and and the statements of bank balances as at 31<sup>st</sup> December 2007 were circulated to members and read.

**Recommended** that these accounts be approved.

A list of accounts to be settled from 19<sup>th</sup> December – 8<sup>th</sup> January was circulated to members and read.

**Proposed** by Councillor J R Harris, seconded by Councillor G A Cox and **recommended** that reinvestment is made on the ‘Money Market’ provided that a favourable rate continues.

**Item 6: Grant Aid.**  
6.1 Letter received from Eisteddfod Genedlaethol Cymru in acknowledgement of the grant aid payment made by the Town Council.  
**Noted.**

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**Item 7: Budget 2008/2009**

The Chairman circulated members of the committee with details of current and proposed budget figures together with budget requirements of the Leisure and Amenities and Town Hall Committees; he also highlighted the position of the Amenities Supervisor's salary, which requires consideration by the Leisure and Amenities Committee. (Appendix I attached)

Members discussed the budget proposals and it was **proposed** by Councillor G A Cox, seconded by Councillor H L Morgan and **recommended** that in order to achieve a balanced budget the precept be increased by 3%. (Appendix II attached)

Members of the Committee thanked Councillor Harris for the work he had put into the preparation of the budget figures.

**Item 8: Correspondence.**

8.1 Letter received from the Welsh Assembly Government acknowledging the response made by the Town Council in respect of the consultation document 'A Shared Community'.

**Noted.**

**Item 9: Matters to be discussed at the discretion of the Chairman.**

None.

**Item 10: Date and Time of next Meeting.**

Tuesday 5<sup>th</sup> February 2008 at 7.00pm.

Councillor J R Harris  
**Chairman.**

(APPENDIX I)

## Town Hall Committee

### Proposed Budget For Financial Year Ending 2008/2009

|  | estimate<br>£  |
|--|----------------|
| <b>Estimated Running Costs (2008/2009):</b>          | <b>29,000</b>  |
| <b>Estimated Capital costs:</b>                      |                |
| <i>Notice boards (external)</i>                      | 1,500          |
| <i>Cushions (chamber x 15 @ £25)</i>                 | 375            |
| <i>Refurbishment of outside lantern</i>              | 500            |
| <i>Replacement of interior notice boards 6x4(x5)</i> | 275            |
| <i>Re-decoration</i>                                 | 1,600          |
| <i>Provision of steps with handrails</i>             | 750            |
| <b>Total</b>   | <b>5,000</b>   |
| <b>TOTAL</b>   | <b>£34,000</b> |

## Leisure & Amenities Committee

### Proposed Budget for 2008/2009

| <i>Maintenance Expenditure</i>                         | <b>Estimate<br/>£</b> |
|--|-----------------------|
| Grass Cutting  | 6,500                 |
| Safety Inspections (both sites)                        | 1,000                 |
| Southways Park/ Emms Cottage ( <i>Anstee</i> )         | 2,250                 |
| Additional Hours Amenities Supervisor                  | 2,500                 |
| Upkeep / repair play equipment                         | 2,000                 |
| Limes Cemetery maintenance etc.                        | 1,000                 |
| Maintenance of machinery                               | 1,250                 |
| <b>Total</b>   | <b>16,500</b>         |
| <br><i>Capital Expenditure:</i>                        |                       |
| Boundary fencing                                       | 6,500                 |
| Work to Holy Cross Churchyard                          | 2,000                 |
| Re-furbishment of gates Holy Cross<br>& Limes Cemetery | 2,500                 |
| <b>Total</b>   | <b>11,000</b>         |
| <b>TOTAL</b>   | <b>£27,500</b>        |

## (APPENDIX II)

| A                   | B                   | C                   |                      | D                   | E                   | F                   |
|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|
| ACTUAL              | ACTUAL              | BUDGET              | INCOME               | EST. ACTUAL         | C/TAX + 0%          | C/TAX + 3%          |
| 2005-06             | 2006-07             | 2007-08             |                      | 2007-08             | 2008-09             |                     |
| £ 99,509.00         | £ 113,685.00        | £ 120,156.00        | PRECEPT              | £ 120,156.00        | £ 120,150.00        | £ 123,755.00        |
| £ 27,822.00         | £ 26,766.00         | £ 31,000.00         | TOWN HALL HIRING     | £ 29,500.00         | 30,000              | £ 30,000.00         |
| £ 700.00            | £ 700.00            | £ 700.00            | SHED RENT            | £ 700.00            | £ 700.00            | £ 700.00            |
| £ 38.00             | £ 63.00             | £ 40.00             | ALLOTMENT            | £ 55.00             | £ 55.00             | £ 55.00             |
| £ 5,151.00          | £ 6,330.00          | £ 4,200.00          | CEMETERY FEES        | £ 5,000.00          | £ 5,000.00          | £ 5,000.00          |
| £ 2,299.00          | £ 2,836.00          | £ 2,850.00          | BANK INTEREST        | £ 3,600.00          | £ 3,100.00          | £ 3,100.00          |
| £ 86.00             | £ 87.00             | £ 90.00             | MUSEUM INSURANCE     | £ 90.00             | £ 90.00             | £ 90.00             |
| £ 155.00            | £ 584.00            | £ 450.00            | SUNDRIES             | £ 1,200.00          | £ 1,250.00          | £ 1,250.00          |
| £ 6,350.00          | £ 2,350.00          | £ 2,350.00          | GRANTS               | £ 2,350.00          | £ 2,350.00          | £ 2,350.00          |
|                     |                     |                     | INSURANCE PAYMENT    | £ 1,980.00          |                     |                     |
| <b>£ 142,110.00</b> | <b>£ 153,401.00</b> | <b>£ 161,836.00</b> |                      | <b>£ 164,631.00</b> | <b>£ 162,695.00</b> | <b>£ 166,300.00</b> |
|                     |                     |                     | EXPENDITURE          |                     |                     |                     |
| £ 66,689.00         | £ 74,722.00         | £ 74,000.00         | STAFF WAGES          | £ 75,800.00         | £ 77,900.00         | £ 77,900.00         |
| £ 13,963.00         | £ 14,666.00         | £ 27,500.00         | TOWN HALL RUN. COSTS | £ 27,500.00         | £ 29,000.00         | £ 29,000.00         |
| £ 17,739.00         | £ 12,440.00         | £ 5,500.00          | TOWN HALL CAP. ITEMS | £ 7,500.00          | £ 5,000.00          | £ 5,000.00          |
| £ 10,823.00         | £ 10,593.00         | £ 15,000.00         | L/A RUNNING COSTS    | £ 12,500.00         | £ 14,000.00         | £ 14,000.00         |
| £ 8,825.00          | £ 6,774.00          | £ 9,500.00          | L/A CAPITAL ITEMS    | £ 9,500.00          | £ 11,900.00         | £ 11,900.00         |
| £ 9,156.00          | £ 9,581.00          | £ 9,950.00          | INSURANCE            | £ 9,800.00          | £ 9,900.00          | £ 9,900.00          |
| £ 2,085.00          | £ 1,235.00          | £ 1,500.00          | GRANT AID            | £ 1,400.00          | £ 1,500.00          | £ 1,500.00          |
| £ 2,900.00          | £ 3,250.00          | £ 2,000.00          | MAYORAL ALLOW.       | £ 2,000.00          | £ 2,000.00          | £ 2,900.00          |
| £ 2,818.00          | £ 3,071.00          | £ 3,250.00          | STATIONERY           | £ 3,500.00          | £ 3,600.00          | £ 3,600.00          |
| £ 1,163.00          | £ 823.00            | £ 600.00            | SUBSCRIPTIONS        | £ 600.00            | £ 600.00            | £ 600.00            |
| £ 775.00            | £ 775.00            | £ 800.00            | AUDIT FEES           | £ 800.00            | £ 800.00            | £ 800.00            |
| £ 5,563.00          | £ 2,006.00          | £ 1,000.00          | SUNDRIES             | £ 2,500.00          | £ 2,500.00          | £ 2,500.00          |
| £ 2,048.00          | £ 2,220.00          | £ 2,300.00          | CIVIC FUNCTIONS      | £ 2,550.00          | £ 2,700.00          | £ 2,700.00          |
|                     |                     | £ 1,000.00          | FREEDOM DAY          |                     |                     |                     |
|                     | £ 96.00             | £ 1,000.00          | ELECTIONS            |                     | £ 1,900.00          | £ 1,900.00          |
| £ 4,118.00          | £ 4,034.00          | £ 4,500.00          | XMAS "LIGHTS ON"     | £ 4,500.00          | £ 4,500.00          | £ 4,500.00          |
| <b>£ 147,765.00</b> | <b>£ 146,286.00</b> | <b>£ 159,400.00</b> |                      | <b>£ 160,450.00</b> | <b>£ 166,000.00</b> | <b>£ 166,000.00</b> |

## **SUMMARY**