

CYNGOR GWLEDIG LLANELLI
Adeiladau Vauxhall, Vauxhall, Llanelli, SA15 3BD
Ffôn: 01554 774103

PWYLLGOR CYLLID A DIBENION CYFFREDINOL
A gynhelir yn Siambr y Cyngor ddydd Mercher, 31 Mai, 2017, am 4.45 y.p.


CLERC y CYNGOR

24 Mai, 2017.

AGENDA

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Nodi, er gwybodaeth, adroddiadau ariannol fel ag a ganlyn:-

Adran Gweinyddiad

- (1) Adroddiadau Pwyllgor 30 Ebrill, 2017;
- (2) Rhestr am Daliadau ar gyfer Mawrth a Ebrill 2017.

Adran Hyfforddi

- (3) Adroddiadau Pwyllgor 30 Ebrill, 2017;
- (4) Rhestr am Daliadau ar gyfer Mawrth a Ebrill 2017;
- (5) Gwerthoedd Cytundebau 2016/17.

4. Ffioedd Archwilio a Materion Eraill Sy'n Ymwneud ag Archwiliad 2015-16 - nodi ar gyfer gohebiaeth gwybodaeth gan Archwilydd Cyffredinol Cynorthwyol Cymru, Swyddfa Archwilio Cymru.
5. Cymorth Ariannol - ystyried y ceisiadau ganlynol a dderbyniwyd:-
 - (1) Masnachwyr Ifanc Sir Gaerfyrddin 2017;
 - (2) Eoin McDonald;
 - (3) Parkinson UK – Llanelli Branch;
 - (4) Rotary Club of Llanelli.

Aelodau'r Pwyllgor:

Cyng. W. V. Thomas (Cadeirydd y Pwyllgor), S. N. Lewis (Is-gadeirydd y Pwyllgor),
H. J. Evans (Cadeirydd y Cyngor), F. Akhtar, S. M. Caiach, T. Devichand, S. M.
Donoghue, J. P. Hart, T. J. Jones, J. S. Phillips and J. S. Randall.

LLANELLI RURAL COUNCIL
Vauxhall Buildings, Vauxhall, Llanelli. SA15 3BD
Tel: 01554 774103

FINANCE AND GENERAL PURPOSES COMMITTEE
To be held at the Council Chamber on Wednesday, 31 May, 2017, at 4.45 p.m.


CLERK to the COUNCIL

24 May, 2017.

AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. To note for information, the following financial reports:-
 - Administration Department
 - (1) Committee Reports to 30 April, 2017;
 - (2) Schedule of Payments for March and April 2017.
 - Training Department
 - (3) Committee Reports to 30 April, 2017;
 - (4) Schedule of Payments for March and April 2017;
 - (5) Contract Values 2016/17.
4. Audit Fees and other matters relating to the 2015-16 Audit – to note for information correspondence from the Assistant Auditor General for Wales, Wales Audit Office.
5. Financial Assistance – to consider the following applications received:-
 - (1) Carmarthenshire Young Traders 2017;
 - (2) Eoin McDonald;
 - (3) Parkinson UK – Llanelli Branch;
 - (4) Rotary Club of Llanelli.

Members of the Committee:

Cllrs. W. V. Thomas (Chairman of Committee), S. N. Lewis (Vice-Chairman of Committee), H. J. Evans (Chairman of Council), F. Akhtar, S. M. Caiach, T. Devichand, S. M. Donoghue, J. P. Hart, T. J. Jones, J. S. Phillips and J. S. Randall.

25/05/2017

Llanelli Rural Council

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Summary Income & Expenditure by Budget Heading 30/04/2017

Month No : 1

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>Finance and General Purpose</u>							
101 GENERAL ADMIN'N	Expenditure	44,996	44,996	74,440	29,444		29,444
	Income	337,000	337,000	1,015,160	-678,160		
103 FINANCIAL ASSISTANCE	Expenditure	0	0	13,000	13,000		13,000
104 LLANELLI J B A	Expenditure	0	0	70,160	70,160		70,160
	Income	0	0	20,260	-20,260		
105 VAUXHALL BUILDINGS	Expenditure	19,283	19,283	77,460	58,177		58,177
	Income	0	0	29,070	-29,070		
106 DEPOTS	Expenditure	2,771	2,771	10,870	8,099		8,099
	Income	0	0	100	-100		
109 F&GP CAPITAL	Expenditure	42,648	42,648	72,200	29,552		29,552
	Income	0	0	2,700	-2,700		
Finance and General Purpose Expenditure		109,698	109,698	318,130	208,432	0	208,432
Income		337,000	337,000	1,067,290	-730,290		
Net Expenditure over Income		-227,302	-227,302	-749,160	-521,858		

Summary Income & Expenditure by Budget Heading 30/04/2017

Month No : 1

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>Recreation and Welfare</u>							
201 BRYNMAEN COMMUNITY HALL	Expenditure	0	0	940	940		940
202 DAFEN COMMUNITY HALL	Expenditure	1,483	1,483	10,030	8,547		8,547
203 FIVE ROADS COMMUNITY HALL	Expenditure	0	0	3,950	3,950		3,950
204 FURNACE COMMUNITY HALL	Expenditure	560	560	54,250	53,690		53,690
205 PONTNENRI COMMUNITY HALL	Expenditure	0	0	10,270	10,270		10,270
206 SANDY COMMUNITY HALL	Expenditure	30	30	6,210	6,180		6,180
207 SARON COMMUNITY HALL	Expenditure	948	948	3,870	2,922		2,922
208 SWISS VALLEY COMMUNITY HALL	Expenditure	2,030	2,030	5,280	3,250		3,250
209 TRALLWM COMMUNITY HALL	Expenditure	0	0	9,730	9,730		9,730
210 OTHER HALLS	Expenditure	0	0	400	400		400
221 FELINFOEL REC GROUND	Expenditure	6,323	6,323	17,790	11,467		11,467
222 DAFEN PARK	Expenditure	0	0	17,700	17,700		17,700
	Income	0	0	23,700	-23,700		
223 FIVE ROADS REC GROUND	Expenditure	0	0	2,240	2,240		2,240
225 PONTNENRI REC GROUND	Expenditure	0	0	3,170	3,170		3,170
227 PWLL REC GROUND	Expenditure	295	295	26,610	26,315		26,315
	Income	0	0	8,300	-8,300		
229 TRALLWM PLAYING FIELD	Expenditure	0	0	5,660	5,660		5,660
	Income	0	0	3,160	-3,160		
230 OTHER RECREATION & WELFARE	Expenditure	0	0	75,240	75,240		75,240
	Income	0	0	10,000	-10,000		
231 PLAY AREAS	Expenditure	92	92	10,440	10,348		10,348
	Income	14	14	1,400	-1,386		
235 ROADS & FOOTPATHS	Expenditure	0	0	15,560	15,560		15,560

Summary Income & Expenditure by Budget Heading 30/04/2017

Month No : 1

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
237 R & F CAPITAL	Expenditure	0	0	2,000	2,000		2,000
240 JOINT SCHEMES	Expenditure	0	0	16,450	16,450		16,450
249 R & W CAPITAL	Expenditure	0	0	14,600	14,600		14,600
260 OTHER SERVICES							
	Income	0	0	41,380	-41,380		
Recreation and Welfare Expenditure		11,761	11,761	312,390	300,629	0	300,629
Income		14	14	87,940	-87,926		
Net Expenditure over Income		11,747	11,747	224,450	212,703		

Summary Income & Expenditure by Budget Heading 30/04/2017

Month No : 1

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>Civic and Ceremonial</u>						
301 CIVIC ACTIVITIES						
Expenditure	4,358	4,358	30,860	26,502		26,502
Civic and Ceremonial Expenditure	4,358	4,358	30,860	26,502	0	26,502
Income	0	0	0	0		
Net Expenditure over Income	4,358	4,358	30,860	26,502		

Summary Income & Expenditure by Budget Heading 30/04/2017

Month No : 1

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>Policy and Resources</u>							
401 VEHICLES	Expenditure	8,894	8,894	14,120	5,226		5,226
402 MACHINERY	Expenditure	124	124	25,760	25,636		25,636
403 PERSONNEL	Expenditure	33,096	33,096	428,290	395,194		395,194
409 P & R CAPITAL	Expenditure	39,885	39,885	41,340	1,455		1,455
	Income	1,500	1,500	0	1,500		
Policy and Resources Expenditure		81,999	81,999	509,510	427,511	0	427,511
Income		1,500	1,500	0	1,500		
Net Expenditure over Income		80,499	80,499	509,510	429,011		
<hr/>							
<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	207,816	207,816	1,170,890	963,074	0	963,074
	Income	338,514	338,514	1,155,230	-816,716		
Net Expenditure over Income		-130,698	-130,698	15,660	146,358		

ADMINISTRATION DEPARTMENT
SCHEDULE OF PAYMENTS
MARCH 2017

			£
			b/f
			1,781,666.94
1	Young @ Heart Bynea	returned payment	-200.00
2	Croner	consultancy services	588.47
3	Barclays Bank	charges	39.48
4	Barclay Card		97.91
	National Windscreens	windscreen	97.91
5	Red Graphic Solutions	graphics on truck	400.00
6	Evans Powell & Co Solicitors	searches/leases	2,471.00
7	Dafen Welfare Cricket Club	commuity development grant	5,000.00
8	Dyfed Pension Fund	pension	112.45
9	Llanelli Joint Burial Authority	precept/salary/materials	29,365.58
10	Llanelli Community Heritage	community development grant	3,100.00
11	B A Morgan	rent	1,025.00
12	Netbop Technologies	website support	428.16
13	SLCC Enterprises	seminar	94.80
14	Carmarthenshire County Council	carnival 2016	15,660.00
15	Veolia Environmental Services	waste disposal	116.40
16	Orange	mobile phone	25.27
17	Fuelfenie	fuel	383.83
18	EE & T Mobile	mobile phones	20.24
19	Opus Energy	electricity	400.07
20	Opus Energy	electricity	143.10
21	Scottish Power	gas	370.67
22	Swiss Valley Youth Club	ward donation	383.00
23	CNG	gas	528.21
24	Bynea RFC	ward donation	200.00
25	Bynea School	ward donation	200.00
26	Berea Chapel	ward donation	200.00
27	Calon Dda Charity Group	Chairman's donation	70.00
28	Carmarthenshire County Council	Chairman's donation	30.00
29	Cylch Meithrin Ponthenri	ward donation	125.00
30	Cylch Meithrin Bynea	ward donation	200.00
31	Dwr Cymru	water rates	58.97
32	Dafen Forum	ward donation	20.00
33	Five Roads WI	ward donation	100.00
34	Five Roads Cricket Club	ward donation	100.00
35	Holy Trinity Church Felinfoel	ward donation	50.00
36	Merched Y Wawr Gwendraeth	ward donation	100.00
37	Pontyates Brownies	ward donation	100.00
			1,843,774.55

b/f 1,843,774.55

38	Penygraig Residents' Association	ward donation	60.50
39	Pwll Tenants & Residents Association	ward donation	259.00
40	Soar Chapel, Llwynhendy	ward donation	200.00
41	Swiss Valley Primary School	ward donation	100.00
42	St. David's Church, Llwynhendy	ward donation	200.00
43	Switch Communications	landlines	312.19
44	Swiss Valley Community & Residents	ward donation	500.00
45	Stradey & District Residents' Assoc.	ward donation	259.00
46	Tabernacle Chapel	ward donation	200.00
47	Ty Gwyn Community Church	ward donation	32.12
48	Ponthenri Welfare Association	ward donation	100.00
49	Swiss Valley Community Hall	ward donation	50.00
50	Young @ Heart Bynea	ward donation	200.00
51	Ysgol Gymraeg Brynsiefel	ward donation	200.00
52	Ysgol Brynteg	ward donation	200.00
53	Pwll Autistic Unit	ward donation	84.00
54	Sultan	Chairman's charity event	426.00
55	Ty Haul Family Centre	ward donation	287.00
56	Ambassdor Windows	windows	3,120.00
57	Atech Graphics & Signs	sign repairs	50.40
58	Breakthro' Llanelli	Chairman's donation	20.00
59	City Plumbing Supplies	materials	70.94
60	C.A.T.C.H. U.P.	grant	2,500.00
61	Cylch Meithrin Pum Heol	ward donation	150.00
62	Dyfed Alarms	maintenance	189.00
63	Dwr Cymru	water rates	92.77
64	Dafen Welfare Cricket Club	grant	1,493.00
65	Dafen MOT Centre	vehicle maintenance	167.03
66	Dafen Welfare AFC	grant	1,500.00
67	Dragons Kitchen	buffet	148.50
68	Dafen Welfare Cursaders Bowls Club	grant	1,250.00
69	Evans Powell & Co Solicitors	fees - Pontyates play area	823.84
70	Felinfoel RFC	community development grant	1,324.80
71	G. Hopkins	glass panes	940.00
72	Konica Minolta	photocopier	498.17
73	Llanelli & District Music & Drama	Chairman's donation	25.00
74	Llanelli Joint Burial Authority	recharges/materials/licence	400.00
75	Llanelli Stage Company	Chairman's allowance	26.00
76	Llanelli Town Council	Chairman's allowance	40.00
77	Mike Williams Surveys	survey	450.00
78	Parker Plant Hire	materials	63.99
79	R T Electrics	maintenance/repairs	747.32

1,863,535.12

b/f 1,863,535.12

80	Robert Price Builders Merchants	trespa panel	363.20
81	Chris Randell Heating & Plumbing	repairs	50.00
82	SA15 Stage School	Chairman's allowance	25.00
83	S&A Stationers Ltd	stationery	335.70
84	S.W.S.	security	630.00
85	Spice Innocations Ltd	time credits	8,882.40
86	TS Echo	Chairman's donation	25.00
87	Trallwm AFC	grant	60.00
88	Travis Perkins	materials	508.81
89	Toppers Wales Ltd	PPE	180.30
90	Ty Bryngwyn Hospice Appeal	Chairman's donation	20.00
91	Trinity Mirror Publishing	advert	858.00
92	Simon Tullett Machinery	materials	87.82
93	Westward Energy Services Ltd	maintenance/repairs	836.77
94	Ysgol Brynteg	Chairman's donation	15.00
95	Young @ Heart Dafen	Chairman's donation	20.00
96	Carmarthenshire County Council	occupational health	40.00
97	D R Taxis	chauffer	71.28
98	Stradey Patio Centre	materials	10.80
99	Felinfoel Executive Committee Ltd	Gas/electric/water	1,102.78
100	Dyfed Pension Fund	pension	4,961.87
101	HMRC Cumbernauld	paye	5,976.11
102	Prudential	avc	40.00
103	Standard Life	avc	180.00
104	LRC	petty cash	86.81
105	LRC	Chairman's allowance	288.00
106	Public Works	loan	24,300.10
107	DWP	DEO	71.28
108	LRC	wages/salaries	17,892.76
109	LRC	Members' allowances	494.56

TOTAL £ 1,931,949.47

Glossary

AVCs Additional Voluntary Contributions
 CSA Child Support Agency
 CMS Child Maintenance Service
 DEO Deduction of Earnings Order
 DWP Department of Work and Pensions

HMRC Her Majesty's Revenue and Customs
 LJBA Llanelli Joint Burial Authority
 LRC Llanelli Rural Council
 PAYE Pay As You Earn
 SLCC Society of Local Council Clerks

ADMINISTRATION DEPARTMENT
SCHEDULE OF PAYMENTS
APRIL 2017

£

1	Croner	consultancy services	589.37
2	Barclays Bank	charges	25.19
3	Barclay Card		229.65
	Farmfoods	chairman's allowance	21.63
	Best Workwear	PPE	61.35
	Dickies Store	workwear	74.00
	Lak Shop	mobile phone	43.99
	Farmfoods	water	13.41
		advertisement	15.27
4	Orange	mobile phones	25.27
5	Fuelgenie	fuel	363.47
6	Opus Energy	electricity	33.05
7	Scottish Power	electricity	370.67
8	Dyfed Pension Fund	pension	5,522.75
9	EE	mobile phones	39.71
10	Contract Natural Gas	gas	436.42
11	HMRC Cumbernauld	paye	6,019.72
12	Prudential	avc	40.00
13	Veolia	waste disposal	116.40
14	Pontyates Girl Guides	ward donation	100.00
15	Caul Enterprises	annual meeting	350.00
16	Pembroke Design	roofing works	1,800.00
17	Improvement & Development Agency	LGA subscription	540.00
18	Swiss Valley Community Residents Ass	community development grant	209.00
19	Best Electrical Supplies	materials	82.18
20	Boyd Sport & Play	materials	122.40
21	City Plumbing	materials	5.76
22	CAVS	subscription	20.00
23	Davies Craddock	insurance	104.88
24	Dyfed Pension Fund	pension	112.45
25	Gower Business Supplies	IT support	1,560.38
26	Hodge Business Consultancy	quality management system	1,890.00
27	G. Hopkins & Son	glass repair	60.00
28	LRCT	postage	206.81
29	LJBA	materials/ppe/salary	3,153.56
30	Llanelli Trailer Centre	trailer	3,282.00
31	B A Morgan	rent	1,025.00
32	Parker Plant	hire	63.60
33	Pisys.Net Ltd	IT support	1,188.00
34	Powercut	tractor/machinery maintenance	45,175.53
35	Parc Howard Association	Chairman's allowance	30.00

c/f

74,893.22

		b/f	74,893.22
36	Parish Church	Chairman's allowance	25.00
37	R T Electrics	maintenance/repairs	5,423.27
38	SWALEC	electric	4.67
39	Stradey Garden Nurseries	flowers/shrubs	560.00
40	Switch Communications	telephone lines	317.04
41	S&A Stationery	stationery	26.38
42	Travis Perkins	materials	43.20
43	Toppers Wales	PPE	36.55
44	Dafen Community Hall	rates	1,197.60
45	Swiss Valley Community Hall	rates	2,029.93
46	Saron Community Hall	rates	948.10
47	Carmarthenshire County Council	rates	1,925.17
48	Stradey Patio Centre	materials	127.69
49	Davies Craddock	insurance	46,877.42
50	Incredible Edible Carmarthenshire	financial assistance	50.00
51	DWP	DEO	47.89
52	LRC	wages/salaries	19,166.08
53	LRC	Members allowances	1,018.06
		Total:	154,717.27

AVCs Additional Voluntary Contributions
 CSA Child Support Agency
 CMS Child Maintenance Service
 DEO Deduction of Earnings Order
 DWP Department of Work and Pensions

HMRC Her Majesty's Revenue and Customs
 LJBA Llanelli Joint Burial Authority
 LRC Llanelli Rural Council
 PAYE Pay As You Earn
 SLCC Society of Local Council Clerks

Detailed Income & Expenditure by Year to Date Budget Heading 30/04/2017

Month No : 1

Committee Report

OPERATIONS POST 1/10/16**601 APPRENTICESHIPS-BA & CS**

4001 SALARIES	5,164	0	-5,164	5,164	0	-5,164	0	0	-5,164
4113 TRAINING - QCF DELIVERY	433	0	-433	433	0	-433	0	0	-433
	5,597	0	-5,597	5,597	0	-5,597	0	0	-5,597
APPRENTICESHIPS-BA & CS :- Expenditure	6,881	0	6,881	6,881	0	6,881	0		
1000 PROGRAMME INCOME	6,881	0	6,881	6,881	0	6,881	0		

APPRENTICESHIPS-BA & CS :- Income**Net Expenditure over Income****602 APPRENTICESHIPS-LOGISTICS**

4001 SALARIES	4,531	0	-4,531	4,531	0	-4,531	0	0	-4,531
4102 TRAINING - TRANSPORT	205	0	-205	205	0	-205	0	0	-205
4110 PRE 30.9.16 DELIVERY	-13,000	0	13,000	-13,000	0	13,000	0	0	13,000
4113 TRAINING - QCF DELIVERY	248	0	-248	248	0	-248	0	0	-248
	-8,016	0	8,016	-8,016	0	8,016	0	0	8,016
APPRENTICESHIPS-LOGISTICS :- Expenditure	5,687	0	5,687	5,687	0	5,687	0		
1000 PROGRAMME INCOME	5,687	0	5,687	5,687	0	5,687	0		
APPRENTICESHIPS-LOGISTICS :- Income	-13,703	0	13,703	-13,703	0	13,703	0	0	
Net Expenditure over Income									

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 30/04/2017

Month No : 1

Committee Report

	Current Mth Actual	Current Mth Budget	Current Mth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
611 TRAINEESHIPS									
4001 SALARIES	18,163	0	-18,163	18,163	0	-18,163	0		-18,163
4023 STATIONERY	420	0	-420	420	0	-420	0		-420
4042 VEHICLE MAINTENANCE	16	0	-16	16	0	-16	0		-16
4113 TRAINING - QCF DELIVERY	390	0	-390	390	0	-390	0		-390
4204 TRAINEES - CLOTHING	11	0	-11	11	0	-11	0		-11
4223 PRINCE'S TRUST SUB-CONTRACT	756	0	-756	756	0	-756	0		-756
TRAINEESHIPS :- Expenditure	19,756	0	-19,756	19,756	0	-19,756	0	0	-19,756
1000 PROGRAMME INCOME	39,038	0	39,038	39,038	0	39,038	0		
TRAINEESHIPS :- Income	39,038	0	39,038	39,038	0	39,038	0		
Net Expenditure over Income	-19,281	0	19,281	-19,281	0	19,281	0		
612 FUTURE WORKS									
4124 FUTURE WORKS DELIVERY	13,937	0	-13,937	13,937	0	-13,937	0		-13,937
FUTURE WORKS :- Expenditure	13,937	0	-13,937	13,937	0	-13,937	0	0	-13,937
1030 FUTURE WORKS CONTRACT	16,027	0	16,027	16,027	0	16,027	0		
FUTURE WORKS :- Income	16,027	0	16,027	16,027	0	16,027	0		
Net Expenditure over Income	-2,090	0	2,090	-2,090	0	2,090	0		

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 30/04/2017

Month No : 1

Committee Report

	Current Mth Actual	Current Mth Budget	Current Mth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
699 SUPPORT COSTS									
4004 FUTURE WORKS PEMBS C C	7,479	0	-7,479	7,479	0	-7,479	0	0	-7,479
4210 TRAINEE ADDITIONAL SUPPORT	1,663	0	-1,663	1,663	0	-1,663	0	0	-1,663
SUPPORT COSTS :- Expenditure	9,142	0	-9,142	9,142	0	-9,142	0	0	-9,142
1003 ADDITIONAL LEARNER SUPPORT	1,563	0	1,563	1,563	0	1,563	0	0	
1004 TRAVEL ALLOWANCE	554	0	554	554	0	554	0	0	
1006 LEARNING ALLOWANCE	10,436	0	10,436	10,436	0	10,436	0	0	
1024 FUTURE WORKS - PEMBS CC	7,479	0	7,479	7,479	0	7,479	0	0	
SUPPORT COSTS :- Income	20,032	0	20,032	20,032	0	20,032	0	0	
Net Expenditure over Income	-10,890	0	10,890	-10,890	0	10,890	0	0	
911 MACHYNS TRAINING CENTRE									
4012 NON DOMESTIC RATES	2,370	0	-2,370	2,370	0	-2,370	0	0	-2,370
4014 OFFICE SERVICE CHARGE	135	0	-135	135	0	-135	0	0	-135
4015 HEAT & LIGHT	178	0	-178	178	0	-178	0	0	-178
4016 JANITORIAL	93	0	-93	93	0	-93	0	0	-93
4020 MISC ESTAB COSTS	5	0	-5	5	0	-5	0	0	-5
MACHYNS TRAINING CENTRE :- Expenditure	2,781	0	-2,781	2,781	0	-2,781	0	0	-2,781
Net Expenditure over Income	2,781	0	-2,781	2,781	0	-2,781	0	0	

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 30/04/2017

Month No : 1

Committee Report

	Current Mth Actual	Current Mnth Budget	Current Mnth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>912 CARMARTHEN TRAINING CENTRE</u>									
4012 NON DOMESTIC RATES	9,731	0	-9,731	9,731	0	-9,731	0	0	-9,731
4013 RENT	4,375	0	-4,375	4,375	0	-4,375	0	0	-4,375
4016 JANITORIAL	255	0	-255	255	0	-255	0	0	-255
4020 MISC ESTAB COSTS	15	0	-15	15	0	-15	0	0	-15
4025 INSURANCE	1,512	0	-1,512	1,512	0	-1,512	0	0	-1,512
4036 PROPERTY MAINTENANCE	80	0	-80	80	0	-80	0	0	-80
CARMARTHEN TRAINING CENTRE :- Expenditure	15,968	0	-15,968	15,968	0	-15,968	0	0	-15,968
Net Expenditure over Income	15,968	0	-15,968	15,968	0	-15,968	0	0	
<u>921 ADMIN (FROM 1/10/16)</u>									
4001 SALARIES	13,604	0	-13,604	13,604	0	-13,604	0	0	-13,604
4002 PENSION DEFICIT FUNDING	544	0	-544	544	0	-544	0	0	-544
4020 MISC ESTAB COSTS	12	0	-12	12	0	-12	0	0	-12
4021 TELEPHONE	129	0	-129	129	0	-129	0	0	-129
4022 POSTAGE	11	0	-11	11	0	-11	0	0	-11
4023 STATIONERY	14	0	-14	14	0	-14	0	0	-14
4026 COMPUTER SOFTWARE/IT etc	2,076	0	-2,076	2,076	0	-2,076	0	0	-2,076
4033 PHOTOCOPIER COSTS	96	0	-96	96	0	-96	0	0	-96
4043 VEHICLE FUEL	216	0	-216	216	0	-216	0	0	-216
4044 VEHICLE LICENSING/INSURANCE	404	0	-404	404	0	-404	0	0	-404
4051 BANK CHARGES	6	0	-6	6	0	-6	0	0	-6
ADMIN (FROM 1/10/16) :- Expenditure	17,113	0	-17,113	17,113	0	-17,113	0	0	-17,113

Detailed Income & Expenditure by Year to Date Budget Heading 30/04/2017

Month No : 1

Committee Report

	Current Mth Actual	Current Mnth Budget	Current Mnth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
1096 , INTEREST RECEIVED	0	0	0	0	0	0	0	0	0
ADMIN (FROM 1/10/16) :- Income	0	0	0	0	0	0	0	0	0
Net Expenditure over Income	17,113	0	-17,113	17,113	0	-17,113	0	0	0
OPERATIONS POST 1/10/16 Expenditure	76,276	0	-76,276	76,276	0	-76,276	0	0	-76,276
Income	87,664	0	87,664	87,664	0	87,664	0	0	0
Net Expenditure over Income	-11,388	0	11,388	-11,388	0	11,388	0	0	0

TRAINING DEPARTMENT
Schedule of Payments
March 2017

		b/f	£1,645,231.70
1	Barclays	bank and card charges	11.09
2	Dyfed Pension Fund	pension contributions	7,217.81
3	LRCT payroll	net pay	24,729.98
4	HMRC Cumbernauld	tax / NI	8081.77
5	The Prudential	AVC contributions	366.87
6	Learner support costs	allowances and travel expenses	12,803.47
7	Fuel Genie Business	fuel - fleetCars	433.71
8	Redsquid Comms Ltd	phone lines - Carmathen	36.00
9	NFON UK Ltd	phones - Carmathen	49.92
10	EE	mobile phones	28.40
11	RCI Financial Services	car finance	283.62
12	British Gas	gas	176.73
13	O2	mobile phones	82.39
14	LRCT	petty cash	161.21
15	DVSA	theory tests	74.00
16	DVLA	car tax	232.50
17	ACW Certificates	registration fees	44.00
18	Amazon	stationary	73.53
19	Tesco	groceries	193.07
20	Asda	clothing	9.00
21	Mountain Warehouse	sleeping bags	224.85
22	Euro Car Parts	windscreen wipers	20.14
23	Y Ffynnon	water cooler	294.30
24	WJEC	registration fees	35.00
25	Veolia	waste collection	44.66
26	Unison	union payments	157.35
27	T J Maintenance	janitorial costs	268.80
28	Toppers	clothing	160.34
29	Switch Communications	phone lines	145.84
30	R T Electrics	light and socket repairs	180.78
31	Pisys	screen replacement	115.20
32	PEAC	photocopier costs	298.13
33	Pearson Education Ltd	registration fees	1,716.05
34	Postage by Phone	postage	21.60
35	OCR	registration fees	313.60
36	Natural UK Ltd	janitorial	47.74
37	NTFW	teaching course	75.00
38	Machynys Golf & Country Club	buffet	245.00

1,704,685.15

39	Adam Macauley	1-1 youth support	95.00
40	Emily Mullock	1-1 youth support	1,330.00
41	CBSA	service charges	330.18
42	Lyreco	stationary	2.45
43	Llanelli Rural Council	service charges	4,106.20
44	Natalie Jones	1-1 youth support	931.00
45	4Imprint	marketing material	803.22
46	Infinity	photocopier costs	604.24
47	Glynis Gower Davies	IV	600.00
48	Chris Evans	princes trust support	959.00
49	Expert Training Academy	various training	3,497.00
50	S I Evans & Son	repairs at carmarthen	314.40
51	Dafen MOT Centre	vehicle mots	70.00
52	City & Guilds	registration fees	85.00
53	Crosshands Industrial Training	various training	1,215.00
54	CIEH	registration fees	78.30
55	Carmarthenshire County Council	minibus mot	50.00
56	Carmarthenshire County Council	db's checks	178.00
57	Allbright Cleaning Services	janitorial	226.60
58	Optimum Performance	IV	250.00
59	Ken Nelson	assessor	2,000.00
60	Neath Port Talbot College	management fees	1,610.67
61	E K Transport Consultant	IV	50.00
62	D R Taxis	taxi licence	138.00
63	CWM Environmental	waste diposal	202.80
64	Edenred	childcare vouchers	257.58
65	Futureworks	traineeship contract	53,497.22

TOTAL: 1,778,167.01

Glossary

BITA	British Industrial Trucks Association
CBSA	Centre for Business and Social Action
CITB	Construction Industry Training Board
CPC	Certificate of Professional Competence (Drivers)
DBS	Disclosure and Barring Service
DVSA	Driver and Vehicle Standards Agency
LGV	Large Goods Vehicle
OCR	Oxford, Cambridge and RSA Examinations Board
QCF	Qualifications and Credit Framework
RTITB	Road Transport Industry Training Board.

TRAINING DEPARTMENT
Schedule of Payments
April 2017

		b/f	£0.00
1	Barclays	bank and card charges	10.60
2	Dyfed Pension Fund	pension contributions	7,078.86
3	LRCT payroll	net pay	25,897.83
4	HMRC Cumbernauld	PAYE	7671.21
5	The Prudential	AVC contributions	382.86
6	Learner support costs	allowances and travel expenses	10,679.01
7	Fuel Genie Business	fuel - fleetCars	337.58
8	Redsquid Comms Ltd	phone lines - Carmathen	36.00
9	NFON UK Ltd	phones - Carmathen	52.09
10	EE	mobile phones	28.90
11	British Gas	electricity	319.04
12	O2	mobile phones	40.58
13	DVSA	theory tests	100.00
14	Tresspass	flasks	39.01
15	JAUPT	NVT card	25.00
16	Futureworks	traineeship contract	63,448.80
17	Emily Mullock	1-1 youth support	931.00
18	Ken Nelson	assessor	420.14
19	Natalie Jones	1-1 youth support	731.50
20	Glynis Gower-Davies	IV	360.00
21	Chris Evans	youth support	756.00
22	AA	fleet breakdown cover	404.30
TOTAL:			119,750.31

Glossary

CBSA	Centre for Business and Social Action
CITB	Construction Industry Training Board
CPC	Certificate of Professional Competence (Drivers)
DBS	Disclosure and Barring Service
DVSA	Driver and Vehicle Standards Agency
OCR	Oxford, Cambridge and RSA Examinations Board
QCF	Qualifications and Credit Framework
RTITB	Road Transport Industry Training Board.
WJEC	Welsh Joint Education Committee
JAUPT	Joint Approvals Unit for Periodic Training

2016/2017 CONTRACT

1 AUGUST 2016 - 31 JULY 2017

	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
TRAINEESHIP												
Profilled Income	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
Actual Income	£51,804.31	£43,758.42	£45,348.71	£44,600.00	£45,600.00	£52,300.40	£64,188.16	£69,810.00	£50,600.00	£50,600.00	£50,600.00	£53,790.00
Difference +/-	£51,804.31	£43,758.42	£45,348.71	£37,966.75	£43,436.71	£37,267.05	£49,661.88	£106,540.41	£58,621.78			
	£0.00	£0.00	£0.00	-£6,633.25	-£2,163.29	-£15,033.35	-£14,526.28	£36,730.41	£8,021.78			

TRAINEESHIP												
Profilled Starts	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
Actual Starts	14	14	14	14	0	14	14	14	14	14	14	14
Difference +/-	16	22	15	7	3	17	10	10	3			
	2	8	1	-7	3	3	-4	-4	-11			

	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
APPRENTICESHIP												
Profilled Income	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
Actual Income	£11,437.87	£8,840.30	£20,015.30	£13,746.12	£15,438.89	£14,141.04	£16,409.92	£15,451.66	£15,253.19	£17,361.62	£19,081.34	£19,960.54
Difference +/-	£10,325.07	£8,695.05	£19,914.63	£19,236.85	£12,261.99	£13,236.01	£20,520.10	£15,653.68	£12,332.23			
	-£1,112.80	-£145.25	-£100.67	£5,490.73	-£3,176.90	-£905.03	£4,110.18	£202.02	-£2,920.96			

APPRENTICESHIP												
Profilled Starts	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
Actual Starts	3	25	7	6	0	2	5	4	7	5	5	5
Difference +/-	1	29	5	4	4	8	4	2	1			
	-2	4	-2	-2	4	6	-1	-2	-6			

	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
SUB-CONTRACTOR												
MANAGEMENT FEE	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
Actual Income	£3,595.88	£2,658.62	£3,927.79	£3,869.66	£2,918.84	£4,685.82	£8,142.82	£4,895.03	£2,090.48			

CURRENT LEARNERS ON PROGRAMME

TRAINEESHIP:	
LLANELLI CENTRE	43
CARMARTHEN CENTRE	20
TOTAL TRAINEESHIP:	63
APPRENTICESHIP:	71

SUB-CONTRACTOR - FUTUREWORKS:	
TRAINEESHIP	45
APPRENTICESHIP	50
TOTAL	95

Contract Value	
£623,000.00	
Cumulative Contract Profile	
£623,000.00	
£474,406.02	
-£148,593.98	

Cumulative Starts	
154	
103	
-51	

Contract Value	
£188,000.00	
Cumulative Contract Profile	
£187,137.79	
£132,175.61	
-£54,962.18	

Cumulative Starts	
74	
58	
-16	

Cumulative Management Fee for Contract Value	
£63,923.85	
£36,784.94	
-£27,138.91	

ITEM No. 3 (5)



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	- 5 MAY 2017
FILE REF.	
PASSED TO	FLGP

Town and Community Councils in Wales

Reference: AJB261/DE/mh

Date issued: 20 April 2017

Wales Audit Office / Swyddfa Archwilio Cymru

24 Cathedral Road / 24 Heol y Gadeirlan
Cardiff / Caerdydd
CF11 9LJ

Tel / Ffôn: 029 2032 0500

Fax / Ffacs: 029 2032 0600

Textphone / Ffôn testun: 029 2032 0660

info@audit.wales / post@archwilio.cymru

www.audit.wales / www.archwilio.cymru

Dear Councillors

Audit fees and other matters relating to the 2015-16 audit

A number of councils have recently written to the Wales Audit Office raising questions or concerns about the 2015-16 audit fees and allocated auditors. Therefore, I thought it would be helpful to set out an explanation for all councils that addresses the general issues raised.

The new audit approach

Since 2011-12, the Auditor General for Wales has published an annual report setting out the overall findings from the audits of all town and community councils in Wales. These reports highlighted systemic weaknesses in community councils' financial management and governance arrangements. The reports can be found on the Wales Audit Office website at <http://www.audit.wales/publication/financial-management-and-governance-community-councils-2015-16>.

Following consultation and extensive publicity over the last three to four years, the Auditor General changed the audit approach for community councils for 2015-16 to assist in addressing the weaknesses. The new approach applies to all councils regardless of their income and expenditure. This is because the Auditor General identified that the systemic issues noted above affected councils of all sizes.

This change in approach was communicated via the Auditor General's annual reports, at One Voice Wales and Society of Local Council Clerks conferences and by local auditors following the completion of the 2014-15 audits. The new arrangements, in response to weaknesses, have increased the amount of work auditors complete in order to discharge the Auditor General's statutory responsibilities and this has a knock on impact on the audit fee.

In order to help councils to develop their arrangements, the Auditor General committed to identifying in advance of each financial year, the areas that auditors would focus on as part of the new arrangements. This is also intended to help minimise audit fees. The Auditor General's reports for the 2013-14 and the 2014-15 audits specified the areas that auditors would focus on for the 2015-16 audit. These areas specifically included budget setting and monitoring. The reports were published in sufficient time to ensure councils would be able to prepare 2015-16 budgets in accordance with the requirements of the Local Government Finance Act 1992. I attach an extract of the annual report which sets out the proposed themes for the next few years.

Audit fees

There are three main aspects to the questions and concerns raised regarding audit fees:

1. Why is the audit fee raised by and payable to the Wales Audit Office when the audit was conducted by an audit firm and not the Wales Audit Office?

The Public Audit (Wales) Act 2004 sets out that the Auditor General for Wales is now the statutory auditor for all town and community councils. Therefore, all audit work is carried out for and on behalf of the Auditor General. Due to complexities with VAT (the Auditor General does not charge VAT), the Wales Audit Office is raising audit fees based on information provided by the auditors. We have arrangements in place to reimburse the audit firms for the costs they incur on the Auditor General's behalf.

2. Why is no VAT charged on the audit fee this year when it has previously been charged?

The Auditor General does not charge VAT for the discharge of his statutory functions, including the audit of accounts.

3. Why has the fee changed this year compared with the 2014-15 audit?

Two factors contributed to an increase in the audit fee for 2015-16 compared with 2014-15:

- a change in the statutory framework within which fees are set; and
- the changes to the audit approach.

In previous years, auditors charged audit fees on a fixed fee scale based upon the council's income and expenditure for the year. The fees charged for the smallest councils under these arrangements did not cover the cost of the audit work. Following a change in legislation, the Auditor General now charges a fee to cover the full cost of undertaking the work but no more. The fees now being charged cover the cost of undertaking the audit at each individual council.

In 2016, the Wales Audit Office published its fee scheme which can be found at <http://www.audit.wales/publication/fee-scheme-2016-17>. The fee scheme provides an indication of the expected audit fee for town and community councils taking their size into account. For individual councils, the fee may be above or below the expected fee for a number of reasons including:

- Quality of the supporting information provided to the auditor. The better the information provided, the easier auditors will find it to review and this will usually lead to a lower audit fee;
- Timeliness and completeness of information provided. The auditors advise each council of the information needed for the audit. Where auditors have to repeat the request for information or do not receive the information, there will be an increased audit fee.

Welsh language and appointment of auditors from England

A number of councils raised concerns over the provision of services in Welsh and whether auditors based in England would be able to provide these services.

In 2015, the Wales Audit Office engaged BDO LLP and Grant Thornton LLP to provide audit services on behalf of the Auditor General for Wales for three years. The contracts were let following a procurement process as required by the Public Contracts Regulations. The contract was advertised in the EU and any interested parties were able to express an interest. We are not legally allowed to apply a geographical restriction on potential bidders. The contract award process

involved an assessment of each potential supplier against a range of pre-published criteria. Those suppliers awarded contracts scored highest in our appraisal of all tenders.

At the prequalification stage, the suppliers were required to provide evidence of experience and ability to provide services within a bilingual (Welsh/English) environment and arrangements for meeting the needs of audited bodies whose preference is to communicate in Welsh. Both suppliers provided sufficient assurances at the pre-qualification stage.

Next steps

Each year we undertake a quality monitoring assessment of our audit suppliers' work. As part of this exercise, we look at issues raised by councils including concerns over auditors' performance.

This year we will focus on the provision of services in Welsh. This appears to us to be the most efficient and effective way of identifying issues that may affect a number of councils and identifying any remedial action that may be required.

We will also look at audit fees which are outside our expectations in order to understand the reasons.

We expect to complete our reviews shortly and any lessons learned will be taken into account when the auditors undertake the 2016-17 audits.

Yours sincerely

A handwritten signature in black ink, appearing to read 'AJB' followed by a stylized flourish.

Anthony Barrett

Assistant Auditor General for Wales

Community councils in Wales hold in excess of £32 million in reserves and balances, and the 2017-18 audit will examine how councils plan to use these reserves for the public benefit

- 8.11 Community councils hold in excess of £32m in reserves and balances. In some cases these reserves will include capital receipts which have restricted uses. However, audit work in 2015-16 identified that many councils do not take their reserves into account when setting their annual precept.
- 8.12 The 2017-18 audit will therefore consider what plans community councils have for their reserves and balances and how they manage these resources effectively.

Looking forward to 2018-19 and beyond, the Auditor General's programme will continue to look at common issues arising during the annual audit, and will also incorporate a review of the sector's response to the Well-Being of Future Generations Act 2015

Each year, the Auditor General identifies a number of common or recurring issues as part of the annual audit work, and these will be considered as part of the future audit programme

- 8.13 As reported above, auditors continue to identify recurring issues as part of their normal audit work. The Auditor General will incorporate themed governance reviews of these issues as part of his annual audit programme.
- 8.14 The issues identified for review will be those that are commonly identified, or those that have a significant potential impact on community councils and their effective use of public funds.

For community councils, the Auditor General will discharge his responsibilities under the Well-Being of Future Generations Act 2015 in a proportionate manner by integrating his work within the statutory audit process

- 8.15 Community councils in Wales with gross income or expenditure over £200,000 each year have a duty under the Well-Being of Future Generations Act 2015 to take all reasonable steps towards meeting the objectives included in the wellbeing plan in effect in its area. Each financial year, relevant councils must publish a report on the progress it has made in meeting the local objectives.

8.16 The Auditor general also has responsibilities under the Act to carry out an examination of each public body at least once every five years. The Auditor General's approach will be proportionate to the scale of the sector, and details have yet to be worked out. We do, however, propose that an initial examination will take place during 2020-21.

The Auditor General's future programme of themed governance reviews is set out in a four year plan, although, this may be subject to change as issues emerge over time

8.17 The objective of the new audit arrangements introduced for 2015-16 is to examine and assess the effectiveness of community councils' governance arrangements over a period of years. The reviews will focus on recurring themes identified as part of the annual audit cycle and will help councils to improve their arrangements where required over time. Exhibit 13 sets out my current proposed timetable for future governance themes, although, these may change over time.

Exhibit 13 – Future governance themes

The Auditor General's future governance themes for community councils will broadly follow a four year plan, although, this may be subject to change as issues emerge

2017-18	2018-19	2019-20	2020-21
Effectiveness of Internal Audit Use of reserves	Compliance with Standing Orders Delegation to committees	Use of s137 Local Government Act 1972 Arrangements for making payments	Employment of staff Well-Being of Future generations

Carmarthenshire Markets is holding its annual Carmarthenshire Young Traders 2017 competition in June and July this year. The competition offers schoolchildren across the county the chance to showcase their entrepreneurial skills in a business challenge which involves setting up a business and turning it into a profitable enterprise.

Eight schools – four from Carmarthen and Ammanford areas and four from Llanelli – are selected (first come, first served basis) to take part and compete against each other in the Carmarthenshire Young Traders competition.

Teams of up to five, Year 6 pupils, are given £100 – via sponsorship) to develop a business idea. The children must plan, purchase material/products (receipts of purchases made must be shown on the day), brand it and run it themselves on a stall in the outside market for a day.

Four schools will trade against each other in pitches in Carmarthen Outdoor Market on Wednesday, June 28 and four in Llanelli Outdoor Market on Thursday, July 6 from 10am-2pm. The winning team from each area will be the school which has made the most profit at the end of the day and any money made goes towards their school.

The aim of the competition is for pupils to experience setting up their own business and taking part in a trade-off.

Over the course of the challenge, pupils can improve their employability skills, gain a greater understanding of the world of work and make a positive contribution to the community they live in.

We would be delighted if you would consider sponsoring a school for £100. In return, we can offer publicity of your organisation in press releases, on our social media platforms, website and a picture opportunity with your school on the day.

Kindly let me know as soon as possible so that we can finalise our plans.

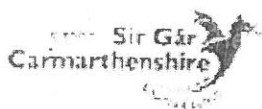
Thanks/Diolch
Allison

Allison Thomas-David

Dwyddog Y Wasg a Chyfathrebu | Press and Communications Officer
Tîm Iwan Dyddiau a Chyfathrebu | Marketing and Media Team
Prif Sir Gâr | Carmarthenshire County Council

01267 274469

AThomas-David@sirgar.gov.uk | AThomas-David@carmarthenshire.gov.uk



YNEWYDDION
NEWSROOM

Eich newyddion diweddaraf dyddiol | For all your daily news updates:



Gower College Swansea
Coleg Gŵyr Abertaw

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	- 8 MAY 2017
FILE REF.	
PASSED TO	ACK/ FRGP ✓

26 Corporation Close,
Llanelli,
SA15 3PG
5th May 2017

The Clerk,
Llanelli Rural Council,
Vauxhall Buildings,
Llanelli.

Dear Sir,

I write asking your organisation to consider the following request.

Although residing in Llanelli I, along with other Carmarthenshire young people, attend the Gower College Gorseinon campus where I am a first year student undertaking 'A' levels in Geography, World Development and Art.

Since 2006, the college has run 'The Kenya Community Education Project', a charity which serves to assist in the education of deprived children attending the Mandungo Primary School in Western Kenya. It is a poorly resourced school with overcrowded classes and insufficient teachers and it serves many orphans resulting from HIV related illnesses. Our charity motto is 'Helping Hands Through Education' and our work provides three extra teacher salaries, a nutritious daily meal for 130 Of the poorest children and we have just completed the construction of a library building for the books we provide.

Each year the college and students raise funds for this project but also intermitantly attempt to send a number of students to visit the school and assist in the training of the pupils. This year we have already undertaken certain events to raise money for the school and I have enclosed a leaflet explaining the aims and achievements of the project to date.

This June a small party of ten students has been assembled and I am one of those privileged to attempt to make the journey to Kenya. We will be taking out educational materials purchased from funds which we have raised. Hopefully, I will be able to coach the pupils in cricket and rugby amongst other duties required of me.

But this is dependent upon my ability to raise the costs of the journey and my living costs in Kenya. I am a student with restricted parental income and as such qualify for a Welsh government Educational Maintenance Allowance to cover the costs of my own education. In order to participate in the visit, therefore, I must also attempt to raise sponsorship to cover the costs of my involvement.

I am requesting your organisation to sponsor my endeavours and make a donation towards my personal costs, thereby, supporting my opportunity to be part of the project in 2017. The total cost required is £1,800, but this is dependent on all ten students participating.

If you are willing to consider assisting me I would welcome the opportunity to come and meet with you and give a account of the project and what I hope to achieve by my participation.

I thank you for your consideration of this request and I await any response, remaining,

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Eoin McDonald', with a long horizontal flourish extending to the right.

Eoin McDonald

The Kenya Community Education Project is registered charity. Its Charity Number is:

20150916 KM: 1163597 CRM: 0001220

April 18th 2017Application for a charities grant.

Dear Mr. Galbraith,

I am a committee member and the membership secretary of the Llanelli branch of Parkinsons UK.

Our branch has around 30 + regular members and aims to provide friendship and support for those with Parkinsons, their partners, carers and families.

The main medication for the last 50 years for Parkinsons is Levodopa and new treatments are very much needed as Levodopa is not a cure, there isn't one. It also has some serious side effects after long term use.

Our branch holds many fundraising events each year and regularly sends about £6000 each year to Parkinsons UK, specifically for research into this progressive and debilitating condition.

We meet monthly and I arrange a variety of activities; relaxation sessions, speakers, craft sessions, exercise classes, all of which involve a cost.

We also undertake two trips a year so that members can enjoy a day out that they might not otherwise be able to do without support.

Contrary to the perception that those with Parkinsons are 'old', many of our members were diagnosed in their 40's and 50's, having to give up work and making a huge impact on their families.

I enclose a recent bank statement which I understand is required to accompany our request. The large balance that we hold at present includes a donation of £2200 for the benefit of all those with Parkinsons living in Carmarthenshire and is being held by our branch. An all day event, organised by the Parkinsons Wales Office, in conjunction with representatives of all PUK groups in the county, is being held in Llanelli in May using these funds. Much of the remainder is designated toward our contribution for research.

On behalf of our branch, I hope that you will consider this application for a grant to help our branch continue its efforts to improve the lives of people with with Parkinsons in the Rural District Council area. We have members from Bynea in the east, to Burry Port in the west and as far as Pontyates.

Yours faithfully

R. Whitaker (Mrs.)

Rosemary Whitaker

Tel: 01554 756083

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	20 APR 2017
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	Mark May



humanity in motion

rotary international in great britain and ireland

Rotary Club of Llanelli

Tel: 01554-772350
E-mail: jcwilliams70@mac.com

19, Coleshill Terrace,
LLANELLI,
SA15 3BT

25th April, 2017

Dear Mr. Galbraith,

Application for Financial Assistance

As part of the Club's annual community programme, arrangements are in hand to provide an afternoon Tea for approximately seventy lonely elderly people, an event that began last year to mark Her Majesty The Queen's ninetieth birthday. As before, the event will be held at Furnace Community Centre on Thursday, 1st June and it is supported by a number of local organisations who have previously assisted the Club on such occasions.

The Community Centre has been booked for a six-hour period, and the Rotary Club would be most appreciative if the Council would be kind enough to consider a grant equivalent to the cost of the hiring fee. Trusting that this application receives favourable consideration, I remain,

Yours sincerely,

President-Elect John C. Williams, MBE

Mr. Mark Galbraith,
Clerk, Llanelli Rural Council,
Council Offices,
Vauxhall,
LLANELLI,
SA15 3BD

LLANELLI RURAL COMMUNITY COUNCIL	
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