

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, 28 Chwefror, 2018, am 4.45 y.p.

Mark Galbraith

CLERC y CYNGOR

22 Chwefror, 2018.

AGENDA

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Adroddiad Archwiliad Mewnol (Interim Gyntaf) 2017/18 – i ystyried yr Adroddiad Archwiliad Mewnol dderbyniwyd gan y Cyfarwyddwr, Auditing Solutions Ltd.
4. Nodi, er gwybodaeth, adroddiadau ariannol fel ag a ganlyn:-

Adran Gweinyddiad

- (1) Adroddiadau Pwyllgor 31 Ionawr, 2018;
- (2) Rhestr am Daliadau ar gyfer Ionawr 2018.

Gwasanaethau Claddu

- (3) Adroddiadau Pwyllgor 31 Ionawr, 2018;
- (4) Rhestr am Daliadau ar gyfer Ionawr 2018.

Adran Hyfforddi

- (5) Adroddiadau Pwyllgor 31 Ionawr, 2018;
- (6) Rhestr am Daliadau ar gyfer Ionawr 2018;
- (7) Gwerthoedd Cytundebau 2017/18.

5. Cymorth Ariannol - ystyried y ceisiadau ganlynol a dderbyniwyd:-

- (1) Gwasanaethau Gwybodaeth a Chymorth Canser;
- (2) Gofal Mewn Galar;
- (3) Crwydro Llanelli;
- (4) Llangollen 2018;
- (5) Llwynhendy & Pemberton Forum;
- (6) Macmillan Cancer Support;
- (7) Radio BGM;
- (8) Marie Curie Nurses in Carmarthenshire;
- (9) Ail Gyfle;

- (10) Cynghrair Criced Iau De Cymru
- (11) Teenage Cancer Trust;
- (12) Tenovus Gofal Canser.

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, 28 February, 2018, at 4.45 p.m.

Mark Galbraith

CLERK to the COUNCIL

22 February, 2018.

AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. Internal Audit Report (Interim Update) 2017/18 – to consider the internal audit reports received from the Director, Auditing Solutions.
4. To note for information, the following financial reports:-

Administration Department

- (1) Committee Reports to 31 January, 2018;
- (2) Schedule of Payments for January 2018.

Burial Services

- (3) Committee Reports to 31 January, 2018;
- (4) Schedule of Payments for January 2018.

Training Department

- (5) Committee Reports to 31 January, 2018;
- (6) Schedule of Payments for January 2018;
- (7) Contract Values 2017/18.

5. Financial Assistance – to consider the following applications received:-

- (1) Cancer Information and Support Services;
- (2) Cruse Bereavement Care;
- (3) Llanelli Ramblers;
- (4) Llangollen 2018;
- (5) Llwynhendy & Pemberton Forum;
- (6) Macmillan Cancer Support;
- (7) Radio BGM;
- (8) Marie Curie Nurses in Carmarthenshire;
- (9) 2nd Chance;

- (10) South Wales Junior Cricket League;
- (11) Teenage Cancer Trust;
- (12) Tenovus Cancer Care.

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.

Llanelli Rural Council – Administration Dept.

Internal Audit Report 2017-18 (Interim Update)

Prepared by Nigel Archer

*For and on behalf of
Auditing Solutions Ltd*

Background and Scope

The Accounts and Audit Arrangements introduced from 1st April 2001 require all Town and Parish Councils to implement an independent internal audit examination of their Accounts annually. The Council complied with the requirements appointing Auditing Solutions Ltd to provide the service with effect from 2008-09.

Internal Audit Approach

This report sets out the areas examined during the course of our recent update visit to the Council for 2017-18, which took place on 12th, 13th and 14th February 2018: whilst this visit was to primarily undertake an interim audit for the Training Department, which was not afforded any coverage during the first two day visit in November 2017 due to our concentration on Administration and Burial Services as recorded in our previous resume, we did spend approximately one day extending the Administration work over the course of this visit.

In carrying out our review, we have again had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts and our programme of work is based on the 5-year strategic plan (previously re-issued and agreed with the Clerk) for 2015-16 to 2019-20 as most recently verbally revised briefly by the reduction of one day's work following the amalgamation of the ex-Joint Burial Authority into the Rural Council. As always, our reports for the year and file of work completed can and will, on request, be made available for review by the Council's external auditors and should assist them in gaining the required level of assurance on the adequacy of those Council's systems examined and detailed in this report.

Overall Conclusions

We are pleased to conclude that, on the basis of work undertaken at this second visit, the Council continues to have effective systems in place that should help ensure that transactions are free from material error or mis-statement. Consequently, no issues have been identified warranting formal comment or recommendation of which officers are unaware.

Detailed Report

Review of Accounting Arrangements & Bank Reconciliations

Our objective here is to ensure that the accounting records are maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. Therefore:

- We note that the Department remains a full Omega software user, with combined cashbooks for the three Current, Active and Base Rate Saver accounts operated at Barclays Bank;
- We have again verified that an appropriate cost centre and nominal ledger structure remains in place;
- We note that the Deputy Clerk has checked the opening Trial Balance in the Omega software for 2017-18 to the closing Financial Statements for 2016-17 to ensure that all the detailed balances had been properly rolled forward and it would appear that the accounting contractors (DCK Accounting Services) had yet to provide the closing journal entries required to reflect the amendments made in their “off-site” version of Omega for the purposes of last year’s Accounts production. This has been “flagged up” with them by e-mail and it is anticipated that this will be resolved as part of their pre year-end health check in April;
- We have checked and agreed two sample months’ receipts and payments transactions (April and September 2017) from all Bank accounts to the relevant cashbooks; and
- Finally in this area we have checked and agreed the software based bank reconciliations as at 30th April and 30th September 2017 to ensure that there are no long-standing, uncleared items or other another anomalous entries arising.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Review of Corporate Governance

Our objective is to ensure that the Council has robust corporate governance documentation and processes in place, that Council and Committee (where appropriate) meetings are conducted in accordance with the adopted Standing Orders and extant legislation and that, as far as we are able to ascertain, no actions of a potentially unlawful nature have been or are being considered for implementation. We have:

- Noted previously that the Rural Council’s extant Standing Orders and Financial Regulations, which form part of the Constitution, were considered fit for purpose in December 2015 with no subsequent revisions identified. Clearly with the creation of the new Committee to oversee the Burial Services and the collaboration with the Town Council there will be a requirement to review these documents in due course but have not identified any amendments currently; and
- Extended our review of the minutes of the Council and its Standing Committees (excluding Planning & Liaison) for the year to end January 2018 to determine

whether or not any further issues exist that may have an adverse effect, through litigation or other causes, on the Council's future financial stability, both in the short and longer term. We note the introduction of a Service Level Agreement with the Town Council, with effect from October 2017, and we also note the financial detail recently provided to members in relation to the on-going capital expenditure and third party contributions in relation to the SLA and the Community Asset Transfers from Carmarthen County Council. From this, it would appear that there are both financial savings and improved services to the local community now and in the future.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Review of Expenditure

Our aim here is to ensure that: -

- Council resources in respect of the both Departments are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, in the form of an original trade invoice or an other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- An official order has been raised for each purchase or area of service delivery where one would be expected;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We have examined the operative controls in place over the incurring of expenditure, authorisation and release of payments. To ensure compliance with the above criteria, we have continued testing in this area examining a further sample of payments processed for the period ending late January 2018. In all, we have examined approximately 90 Administration payments, including all those in excess of £3,000 and (more randomly) every 30th cashbook transaction irrespective of value, totalling more than £628,000 and representing 76% of all non-pay related expenditure to that date.

With regard to VAT, we note that electronic submissions continue to be made in a timely manner in accord with current legislation and have verified the September 2017 Return to the supporting Omega control account balances.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks in order to minimise the opportunity for their coming to fruition. We have to date: -

- Examined the Council's insurance policy with RSA for the current year (to March 2018) to ensure that appropriate cover is in place. Both Public Liability and Employer's Liability remain unchanged at £10 million, Fidelity Guarantee stands at £2 million with adequate Loss of Revenue cover in place at £780,000; and
- Noted that the annual review of the Council's generic Risk Management Plan and detailed Risk Assessments took place at the Full Council meeting in June 2017 with all documentation duly adopted: consequently, no further work is considered necessary in this area at present.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Precept Determination and Budgetary Control

We aim in this area of our work to ensure that the Council has appropriate procedures in place to determine its future financial requirements leading to the adoption of an approved budget and formal determination of the amount precepted on the County Council, that effective arrangements are in place to monitor budgetary performance throughout the financial year and that the Council has identified and retains appropriate reserve funds to meet future spending plans. To meet this objective, we:

- Note that the process for determining the 2018-19 budget and Precept had not been fully completed at the time of this update visit, with a Full Council meeting planned for later in February 2018, and that officers were, in conjunction with members' Committees, continuing to develop the latest drafts for submission; and
- Note that monthly management accounts and budget monitoring reports continue to be produced by officers, utilising the Omega software facility, and we have examined the December 2017 reports and note that no significant or un-anticipated variances exist that are not readily explained.

Conclusions

There are no issues arising in this area at present: we shall consider the final Precept deliberations, the closing outturns for the current year and the levels of retained Reserves carried forward as part of the final audit work.

Review of Income

In considering the Council's Administration department income streams, we aim to ensure that robust systems are in place to ensure that all income due to the Council is identified,

whilst also ensuring that income due is invoiced in a timely manner and that effective procedures are in place to pursue recovery of outstanding monies due to the Council. As recorded in our first interim resume, the incomes are quite limited here, with CAT grants and SLA workforce / equipment recharges being the most significant.

- We have examined all Sales Ledger daybooks entries in a sample period for October to December 2017, verifying the invoices raised and receipts arising;
- As noted earlier in this report, we have checked and agreed two sample months' receipts transactions (April & September 2017) on all bank accounts; and
- We note that sound manual registers continue to be retained, in numerical of all third party invoices raised and that receipts are recorded with appropriate dates and to identify whether funds received are in the form of cash or cheques

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Petty Cash and Charge Card Transactions

In accordance with the "limited assurance" audit regime, we are required to express a view on the soundness of controls exercised over the operation of petty cash accounts as detailed in the Internal Audit Certificate at Section 4 of the Annual Return.

- The Administration Department operates a limited petty cash account with a maximum holding of £100, which is topped up periodically "as and when" required. We have checked and agreed two sample months' transactions (September and October 2017) from the manual register to supporting vouchers with no issues arising: all payments were properly supported and appropriate for the activities of the Department; and
- The Department's officers also have access to a corporate Barclaycard which has a maximum credit limit of £1,000, three authorised users and settlement in full by month direct debit. We have examined a sample of transactions (in August 2017) to ensure that each payment was properly supported by an appropriate supplier invoice and / or till receipt, that any recoverable VAT was separately identified and that the goods or services were appropriate for the Department's activities.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Salaries and Wages

We have continued our examination of the payroll procedures in place and the physical payments made to staff in the current year by reference to the October 2017 salaries

payable to the monthly paid employees within the Department (including those TUPE'd from the ex-Burial Authority), the underlying detail for which continues to be produced "in house" by the Finance Administrator utilising bespoke OPERA payroll software. Consequently:

- Gross pay rates have been checked to ensure that the NJC pay award for 2017-18 had been duly implemented;
- PAYE Tax Codes and National Insurance Table Rates have been checked to ensure that appropriate allowances are being applied for the year following the annual budgetary increases in personal allowances with effect from April 2017;
- Local Government Pension Scheme deduction rates have been checked to ensure they are in accord with the revisions to the bases of employee contributions, most latterly with effect from 1st April 2017 (albeit relatively minor changes to the salary banding widths);
- Variable hours and expenses have been verified to individuals' timesheets and claim forms;
- We have checked and agreed the net pay computations on pay slips to the payroll summaries and resultant bank statement and cashbook transactions; and
- We note that electronic monthly returns are made in a timely and accurate manner in accord with current HMRC legislation (aka Real Time Initiative).

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Investments and Loans

Our objectives here are to ensure that the Council is "investing" surplus funds, be they held temporarily or on a longer term basis in appropriate banking and investment institutions, that an appropriate investment policy is in place, that the Council is obtaining the best rate of return on any such investments made and that interest earned is brought to account correctly and appropriately in the accounting records.

- The Council as a whole currently has two outstanding PWLB loans: we have checked and agreed the first of the bi-annual instalment repayments in August and September from their "demand notices" to cashbook transactions and bank statement entries; and
- Currently, the Council has no "surplus funds" in investment, all monies being held in accessible bank accounts at Barclays.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Llanelli Rural Council – Training Dept.

Internal Audit Report 2017-18 (Interim Update)

Prepared by Nigel Archer

*For and on behalf of
Auditing Solutions Ltd*

Background and Scope

The Accounts and Audit Arrangements introduced from 1st April 2001 require all Town and Parish Councils to implement an independent internal audit examination of their Accounts annually. The Council complied with the requirements appointing Auditing Solutions Ltd to provide the service with effect from 2008-09.

Internal Audit Approach

This report sets out the areas examined during the course of our recent update visit to the Council for 2017-18, which took place on 12th, 13th and 14th February 2018: whilst this visit was to primarily undertake an interim audit for the Training Department, which was not afforded any coverage during the first two day visit in November 2017 due to our concentration on Administration and Burial Services as recorded in our previous resume, we did spend approximately one day extending the Administration work over the course of this visit.

In carrying out our review, we have again had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts and our programme of work is based on the 5-year strategic plan (previously re-issued and agreed with the Clerk) for 2015-16 to 2019-20 as most recently verbally revised briefly by the reduction of one day's work following the amalgamation of the ex-Joint Burial Authority into the Rural Council. As always, our reports for the year and file of work completed can and will, on request, be made available for review by the Council's external auditors and should assist them in gaining the required level of assurance on the adequacy of those Council's systems examined and detailed in this report.

Overall Conclusions

We are pleased to conclude that, on the basis of work undertaken at this second visit, the Council continues to have effective systems in place that should help ensure that transactions are free from material error or mis-statement. Consequently, no issues have been identified warranting formal comment or recommendation of which officers are unaware.

Detailed Report

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Our objective here is to ensure that the accounting records are maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. Therefore:

- We note that the Department remains a full Omega software user, with combined cashbooks for the three Current, Active and Base Rate Saver accounts operated at Barclays Bank;
- We have again verified that an appropriate cost centre and nominal ledger structure remains in place;
- We note that the Deputy Clerk has checked the opening Trial Balance in the Omega software for 2017-18 to the closing Financial Statements for 2016-17 to ensure that all the detailed balances had been properly rolled forward and it would appear that the accounting contractors (DCK Accounting Services) had yet to provide the closing journal entries required to reflect the amendments made in their “off-site” version of Omega for the purposes of last year’s Accounts production. This has been “flagged up” with them by e-mail and it is anticipated that this will be resolved as part of their pre year-end health check in April;
- We have checked and agreed two sample months’ receipts and payments transactions (May and December 2017) from all Bank accounts to the relevant cashbooks; and
- Finally in this area we have checked and agreed the software based bank reconciliations as at 31st May and 31st December 2017 to ensure that there are no long-standing, uncleared items or other another anomalous entries arising.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Review of Corporate Governance

Not applicable in this Department, please refer to Administration’s report for general comment in relation to the Council as a whole.

Review of Expenditure

Our aim here is to ensure that: -

- Council resources in respect of the Department is released in accordance with the Council’s approved procedures and budgets;
- Payments are supported by appropriate documentation, in the form of an original trade invoice or an other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;

- An official order has been raised for each purchase or area of service delivery where one would be expected;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

To ensure compliance with the above criteria, we have examined a sample of all those payments individually in excess of £2,500 together with a more random selection of every 25th cashbook transaction, irrespective of value, to 31st December 2017. Our sample comprised approximately 120 payments in all, totalled more than £493,000 and represented 83% of all non-pay related expenditure to that date.

With regard to VAT, we note that electronic submissions continue to be made in a timely manner in accord with current legislation and have previously verified the September 2017 Return for the Council, which included the Training department detail to the separate supporting Omega control account balances.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Assessment and Management of Risk

Not applicable in this Department, please refer to Administration's report for general comment in relation to the Council as a whole.

Precept Determination and Budgetary Control

We have previously, in our final report for 2016-17, been pleased to record the significant progress made in developing detailed budgets for the Training department, which are now included within the Omega accounting records and form a much sounder basis on which to prepare the periodic management accounting, budgetary outturn reports which are circulated to members.

At the time of this update visit we understand from verbal feedback that the Deputy Clerk will again ensure appropriate detail is in place for 2018-19 (probably in May 2018) and note that the Departmental proposals do not form part of the wider budget and Precept deliberations for the Council currently underway in early February 2018.

We shall consider the closing outturns for the current year and the levels of retained Reserves carried forward as part of the final audit work.

Review of Income

In considering the Council's Training department income streams, we aim to ensure that robust systems are in place to ensure that all income due to the Council is identified, whilst also ensuring that income due is invoiced in a timely manner and that effective procedures are in place to pursue recovery of outstanding monies due to the Council. As recorded in previous reports, the income sources are now quite limited to contracts with Skills Academy Wales and the Prince's Trust with virtually no sales to local corporate bodies as had been the case in prior years.

- We have examined all Sales Ledger daybooks entries in a sample period for October to December 2017, verifying the invoices raised and receipts arising;
- As noted earlier in this report, we have checked and agreed two sample months' receipts transactions (May and December 2017) on all bank accounts; and
- We note that sound manual registers continue to be retained, in numerical of all third party invoices raised and that receipts are recorded with appropriate dates and to identify whether funds received are in the form of cash or cheques

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Petty Cash and Charge Card Transactions

In accordance with the "limited assurance" audit regime, we are required to express a view on the soundness of controls exercised over the operation of petty cash accounts as detailed in the Internal Audit Certificate at Section 4 of the Annual Return.

- The Training Department operates a limited petty cash account with a maximum holding of £200, which is topped up periodically "as and when" required, with just two such transactions in the year to date. We have checked and agreed a sample period's transactions (August to November 2017) from the manual register to supporting vouchers with no issues arising: all payments were properly supported and appropriate for the activities of the Department; and
- The Department's officers also have access to a corporate Barclaycard which has a maximum credit limit of £8,000, three authorised users and settlement in full by month direct debit. We have examined a sample of transactions (October 2017) to ensure that each payment was properly supported by an appropriate supplier invoice and / or till receipt, that any recoverable VAT was separately identified and that the goods or services were appropriate for the Department's activities.

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Salaries and Wages

We have continued our examination of the payroll procedures in place and the physical payments made to staff in the current year by reference to the December 2017 salaries payable to the employees within the Department, the underlying detail for which continues to be produced “in house” by the Finance Administrator utilising bespoke OPERA payroll software. Consequently:

- Gross pay rates have been checked to ensure that the NJC pay award for 2017-18 had been duly implemented;
- PAYE Tax Codes and National Insurance Table Rates have been checked to ensure that appropriate allowances are being applied for the year following the annual budgetary increases in personal allowances with effect from April 2017;
- Local Government Pension Scheme deduction rates have been checked to ensure they are in accord with the revisions to the bases of employee contributions, most latterly with effect from 1st April 2017 (albeit relatively minor changes to the salary banding widths);
- Variable hours and expenses have been verified to individuals’ timesheets and claim forms;
- We have checked and agreed the net pay computations on pay slips to the payroll summaries and resultant bank statement and cashbook transactions; and
- We note that electronic monthly returns are made in a timely and accurate manner in accord with current HMRC legislation (aka Real Time Initiative).

Conclusions

There are no matters arising to warrant formal recommendation in this area currently.

Investments and Loans

Not applicable in this Department, please refer to Administration’s report for general comment in relation to the Council as a whole.

Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Finance and General Purpose							
101 GENERAL ADMIN'N	Expenditure	4,127	45,418	75,040	29,622		29,622
	Income	160	1,013,031	1,015,160	-2,129		
103 FINANCIAL ASSISTANCE	Expenditure	3,361	6,231	13,000	6,770		6,770
104 LRC BURIAL SERVICES	Expenditure	23,543	46,930	70,160	23,230		23,230
	Income	15,195	15,195	20,260	-5,065		
105 VAUXHALL BUILDINGS	Expenditure	756	64,606	89,500	24,894		24,894
	Income	2,875	27,508	29,070	-1,563		
106 DEPOTS	Expenditure	810	9,256	10,870	1,614		1,614
	Income	0	0	100	-100		
109 F&GP CAPITAL	Expenditure	5,194	75,462	72,200	-3,262		-3,262
	Income	0	1,500	2,700	-1,200		
Finance and General Purpose Expenditure		37,792	247,903	330,770	82,867	0	82,867
Income		18,230	1,057,233	1,067,290	-10,057		
Net Expenditure over Income		19,562	-809,331	-736,520	72,811		

Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Recreation and Welfare							
201 BRYNMAEN COMMUNITY HALL	Expenditure	0	723	940	217		217
202 DAFEN COMMUNITY HALL	Expenditure	170	5,265	10,030	4,765		4,765
203 FIVE ROADS COMMUNITY HALL	Expenditure	1,170	4,186	3,950	-236		-236
204 FURNACE COMMUNITY HALL	Expenditure	-1,258	25,482	54,250	28,768		28,768
205 PONTHENRI COMMUNITY HALL	Expenditure	102	7,589	10,270	2,681		2,681
206 SANDY COMMUNITY HALL	Expenditure	2,581	4,765	6,210	1,445		1,445
207 SARON COMMUNITY HALL	Expenditure	559	3,224	3,870	646		646
208 SWISS VALLEY COMMUNITY HALL	Expenditure	-4,334	4,492	5,310	818		818
209 TRALLWM COMMUNITY HALL	Expenditure	-1,312	9,008	9,730	722		722
	Income	0	475	0	475		
210 OTHER HALLS	Expenditure	0	800	400	-400		-400
221 FELINFOEL REC GROUND	Expenditure	-11	11,222	17,790	6,568		6,568
222 DAFEN PARK	Expenditure	436	4,580	18,250	13,670		13,670
	Income	5,926	23,703	23,700	3		
223 FIVE ROADS REC GROUND	Expenditure	0	527	2,240	1,713		1,713
225 PONTHENRI REC GROUND	Expenditure	310	2,731	3,170	439		439
227 PWLL REC GROUND	Expenditure	-1,623	13,003	27,010	14,007		14,007
	Income	2,075	7,880	8,300	-420		
229 TRALLWM PLAYING FIELD	Expenditure	0	1,045	5,110	4,065		4,065
	Income	790	3,161	3,160	1		
230 OTHER RECREATION & WELFARE	Expenditure	1,040	23,642	53,520	29,878		29,878
231 PLAY AREAS	Expenditure	-1,166	2,147	10,410	8,263		8,263
	Income	53	2,111	1,400	711		
235 ROADS & FOOTPATHS	Expenditure	0	13	15,560	15,547		15,547
	Income	0	-1,200	0	-1,200		

Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

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	6,500	6,500		6,500
240 JOINT SCHEMES	Expenditure	0	1,043	16,450	15,407		15,407
249 R & W CAPITAL	Expenditure	-5,558	-1,300	31,420	32,720		32,720
	Income	0	10,000	10,000	0		
260 GROUNDS MAINT'NCE SERVICE	Expenditure	0	22,328	41,380	19,052		19,052
	Income	1,248	59,851	41,380	18,471		
Recreation and Welfare	Expenditure	-8,895	146,514	353,770	207,256	0	207,256
	Income	10,093	105,981	87,940	18,041		
Net Expenditure over Income		-18,988	40,533	265,830	225,297		

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Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
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Civic and Ceremonial

301 CIVIC ACTIVITIES						
	Expenditure	672	23,345	40,700	17,355	17,355
	Income	0	67	0	67	
	Civic and Ceremonial Expenditure	672	23,345	40,700	17,355	0
	Income	0	67	0	67	
	Net Expenditure over Income	672	23,278	40,700	17,422	

Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

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 MAINTENANCE RESOURCES	Expenditure	2,610	324,159	392,640	68,481		68,481
	Income	0	752	0	752		
409 P & R CAPITAL	Expenditure	0	104,097	53,110	-50,987		-50,987
	Income	0	92,467	0	92,467		
	Policy and Resources Expenditure	2,610	428,256	445,750	17,494	0	17,494
	Income	0	93,219	0	93,219		
	Net Expenditure over Income	2,610	335,037	445,750	110,713		
<hr/>							
<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	32,178	846,018	1,170,990	324,972	0	324,972
	Income	28,322	1,256,501	1,155,230	101,271		
	Net Expenditure over Income	3,855	-410,484	15,760	426,244		

ITEM No. 4 (2)

ADMINISTRATION DEPARTMENT
SCHEDULE OF PAYMENTS
JANUARY 2018

			£
			b/f 1,173,378.76
1	Croner	consultancy services	589.15
2	Barclays Bank	charges	25.50
3	Barclay Card		835.97
	DVLA	vehicle tax	242.50
	B&Q	janitorial	13.10
	T K Maxx	PPE	70.04
	Llanelli Service Station	mobile top-up	10.00
	Amazon	janitorial	17.47
	Morrisons	chairman's allowance	35.98
	Directa.co.uk	stationery	42.00
	Toolstation	materials	91.94
	Screwfix	materials	110.96
	Commercial Washrooms	materials	45.00
	Safety Signs 4 Less	signs	31.68
	Car Builder Solutions	parts	17.40
	Alvin Key Clamp	materials	59.90
	All Spares	stationery	48.00
4	Orange	mobile phones	26.03
5	Fuelgenie	fuel	506.95
6	Scottish Power	electricity	656.74
7	Dyfed Pension Fund	pension	8,376.10
8	EE	mobile phones	53.69
9	HMRC Cumbernauld	PAYE	10,064.61
10	Prudential	AVCs	190.00
11	Veolia	waste disposal	116.40
12	John Deere	Wiedemann hire purchase	521.80
13	Carmarthenshire County Council	lease - Swiss Valley community hall	20.00
14	Brynsierfel Primary School - PTA	Chairman's allowance	20.00
15	Coedcae Comprehensive School	Chairman's allowance	20.00
16	Cor Curiad Llanelli	Chairman's allowance	20.00
17	Dwr Cymru	water rates	674.79
18	Fields in Trust	subscription	95.00
19	G Photograph	photograph - Council	124.00
20	Hywel Girls Choir & Boy Singer	Chairman's allowance	60.00
21	Llanelli & District Music & Drama	Chairman's allowance	50.00
22	Llanelli Deaf Club	Chairman's allowance	25.00
23	Llanelli & District Twinning Association	Chairman's allowance	25.00
24	Llwynhendy & Pemberton Forum	Chairman's allowance	25.00
25	Llanelli Town Council	Chairman's allowance	30.00
26	Rotary Club of Llanelli	Chairman's allowance	25.00
27	Society of Local Council Clerks	subscription	403.00
28	SWALEC	electricity	4.67
29	St John Cymru Wales	first aid course	190.80
			c/f 1,197,153.96

b/f 1,197,153.96

30	Switch Communications	landlines	349.27
31	TS Echo	Chairman's allowance	25.00
32	Atech Graphics & Signs	vehicle signs/Llwynhendy MUGA fence	7,836.00
33	Travis Perkins	materials	24.78
34	Camarthenshire County Council	rates	1,784.18
35	BenchMarx Kitchen	materials	66.17
36	Browns Waste Management	waste disposal	1,408.80
37	Cymru Autoglazing	windscreen	636.00
38	Crystal Cleaning	entrance mat - Ponthenri Hall	200.00
39	Coleshill Community Association	Chairman's donation	25.00
40	City Plumbing Supplies	materials	2.77
41	G V Campailla	vehicle repairs	727.51
42	Dyfed Alarms	maintenance	282.00
43	Dyfed Pension Fund	pension	113.57
44	Evans Powell & Co	leases/licences	1,727.04
45	Friendship Theatre Group	Chairman's donation	30.00
46	Gower Business Systems	payroll software support	607.51
47	Gravells Ltd	MOT	39.00
48	Hodge Business Consultancy	quality management system	540.00
49	M Hiorns Building Contractor	roofing works - Vauxhall Buildings	4,383.64
50	LRCTraining	salary recharge	6,273.27
51	Llanelli Motor Company	vehicle hire	168.00
52	Llwynhendy & Pemberton Forum	grant/ward allowance	1,540.57
53	Menter Cwm Gwendraeth	translation services	3.82
54	B A Morgan	rent	1,025.00
55	Playsafety Ltd	survey - Danybanc Park	474.00
56	Pisys.Net	I.T support	2,808.00
57	Powercut	machinery service/parts	623.78
58	Pembroke Design	architect fee - Vauxhall Buildings	473.70
59	Pitney Bowes	franking machine	217.73
60	Pisys.Net	I.T. support	1,840.80
61	RBS	financial software support	756.00
62	S.W.S	security	188.10
63	Seaside Café	Chairman's allowance	210.00
64	Travis Perkins	materials	72.92
65	Toppers	PPE	143.89
66	Thomas Glass	new door -Sandy community hall	3,000.70
67	John Treharne	materials	45.60
68	Westward Energy	boiler repairs	2,243.43
69	Llanelly House	Chairman's allowance	60.00
70	The AA	breakdown recovery	107.40
71	LRC Training	VAT refund	5,068.25
72	LRC Burial Services	budget contribution/vat refund	25,131.01
73	DWP	DEO	47.52
74	LRC	wages/salaries	26,472.12
75	LRC	Members' allowances	-

Total 1,296,957.81

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

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

ITEM No. 4 (3)

20/02/2018

LRC Burial Services

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Detailed Income & Expenditure by Budget Heading 31/01/2018

Page No 1

Month No : 10

Income & Expenditure Report January 2018

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>100</u>	<u>Budget Contribution</u>						
1076	Llanelli Rural Council	23,387	46,774	70,160	-23,386		0
1077	Llanelli Town Council	0	46,774	70,160	-23,386		0
	Budget Contribution :- Income	23,387	93,548	140,320	-46,772		
	Net Expenditure over Income	-23,387	-93,548	-140,320	-46,772		

Month No : 10

Income & Expenditure Report January 2018

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>101 Administration</u>						
4001 Employment Costs	10,062	31,148	51,200	20,052		20,052
4002 LRC Salary Re-charge	15,195	15,195	20,260	5,065		5,065
4005 Training & Seminars	920	945	4,290	3,345		3,345
4008 Councillors Expenses	0	0	320	320		320
4010 Misc Staff Costs (Travel etc)	0	61	1,300	1,239		1,239
4014 Stationery & Photocopying	128	815	1,760	945		945
4015 Rates	0	4,977	5,680	703		703
4017 Health & Safety - Prof Advice	733	733	910	177		177
4020 Telephones, Mobiles & Internet	0	589	1,560	971		971
4025 Electricity/Gas	449	1,829	2,540	711		711
4030 Audit and Accountancy Fees	637	568	1,720	1,152		1,152
4040 Office Equipment - New	14	166	500	334		334
4045 Photocopier Lease	0	304	410	106		106
4051 Bank Charges	21	172	360	188		188
4055 Subscriptions	0	195	180	-15		-15
4060 Postage	0	112	500	388		388
4061 RBS & BACAS Annual Maint	0	1,380	1,370	-10		-10
4063 Computer Maintenance	0	232	604	372		372
4065 Insurance	0	7,883	8,200	317		317
4070 Professional Fees & Consultanc	0	1,649	585	-1,064		-1,064
4146 Staff Welfare & Safety	0	112	690	578		578
Administration :- Expenditure	28,160	69,068	104,939	35,871	0	35,871
1069 Miscellaneous Income	0	1,850	0	1,850		0
1070 Llanelli Crem Ltd Rent	0	30,999	30,600	399		0
1096 Interest Received	38	539	700	-161		0
Administration :- Income	38	33,388	31,300	2,088		
Net Expenditure over Income	28,122	35,680	73,639	37,959		

LRC Burial Services

Month No : 10

Income & Expenditure Report January 2018

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>102</u> <u>Burials</u>						
1002 New Graves (two)	2,035	9,475	12,617	-3,142		0
1003 New Graves (three)	0	2,402	1,274	1,128		0
1005 Interment - Existing Grave	3,256	15,665	23,606	-7,941		0
1006 Interment of Ashes - New Plot	136	4,352	4,080	272		0
1007 Interment of Ashes-Existing	544	5,304	7,208	-1,904		0
1010 Chapel Fees	82	615	492	123		0
1011 New Columbaria Vault	0	-191	1,940	-2,131		0
1013 Woodland Section Reservation	0	52	0	52		0
1014 Grave Chamber	0	489	0	489		0
1015 Interment Ashes - Vault	0	0	57	-57		0
1016 Scattering of Ashes	0	72	492	-420		0
1021 Memorial - New Grave	0	2,006	4,248	-2,242		0
1022 Memorial - New GR Plot	81	2,754	3,159	-405		0
1023 Memorial - Add Inscription	120	3,420	5,400	-1,980		0
1024 Memorial - New Full Kerbset	0	564	282	282		0
1028 Plaque Reservation	35	70	70	0		0
1029 Memorial Plaque	0	540	1,150	-610		0
1035 EROB 30 Years Grave	3,320	19,256	21,910	-2,654		0
1037 EROB G Rem 30 Years	537	7,339	5,370	1,969		0
1038 EROB G Rem 50 Years	0	358	0	358		0
1040 Re-opening Fee for a Grave	1,104	9,936	7,170	2,766		0
1041 Re-opening Fee for Ashes	552	3,450	5,004	-1,554		0
1069 Miscellaneous Income	0	41	0	41		0
Burials :- Income	11,802	87,969	105,529	-17,560		
Net Expenditure over Income	-11,802	-87,969	-105,529	-17,560		

Month No : 10

Income & Expenditure Report January 2018

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
103 Cemetery Maintenance						
4001 Employment Costs	30,275	67,092	103,000	35,908		35,908
4016 Memorial Testing	17	17	450	433		433
4018 Infrastructure Changes	0	0	17,000	17,000		17,000
4100 Plant & Machinery - New	0	859	0	-859		-859
4110 General Maintenance	0	392	2,000	1,608		1,608
4111 General Service & Repairs	0	1,185	1,950	765		765
4113 Maintenance Equip Purchase	52	429	1,000	571		571
4114 Maintenance Grounds	182	2,945	12,000	9,055		9,055
4115 Hire of Plant	0	314	570	256		256
4120 Plant & Machinery -Maint	4,391	6,627	8,500	1,873		1,873
4125 Sand/Topsoil & Flowers	0	2,100	7,000	4,900		4,900
4130 Fertiliser & Weedkiller	0	96	450	354		354
4135 Fuel	347	2,108	3,640	1,532		1,532
4140 Refuse Disposal	334	3,656	5,120	1,464		1,464
4145 Protective Clothing	25	807	2,300	1,493		1,493
4150 Cleaning & Janitorial	236	2,258	2,980	722		722
4160 Security	298	2,900	3,950	1,050		1,050
4165 Vandalism	0	0	300	300		300
Cemetery Maintenance :- Expenditure	36,157	93,788	172,210	78,422	0	78,422
Net Expenditure over Income	36,157	93,788	172,210	78,422		

Summary Income & Expenditure by Budget Heading 31/01/2018

Month No : 10

Income & Expenditure Report January 2018

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
100 Budget Contribution	Income	23,387	93,548	140,320	-46,772		
101 Administration	Expenditure	28,160	69,068	104,939	35,871		35,871
	Income	38	33,388	31,300	2,088		
102 Burials	Income	11,802	87,969	105,529	-17,560		
103 Cemetery Maintenance	Expenditure	36,157	93,788	172,210	78,422		78,422
<u>INCOME - EXPENDITURE TOTALS</u>							
	Expenditure	64,317	162,855	277,149	114,294	0	114,294
	Income	35,227	214,905	277,149	-62,244		
	Net Expenditure over Income	29,090	-52,049	0	52,049		

BURIAL SERVICES

ITEM No. 4 (H)

SCHEDULE OF PAYMENTS FOR JANUARY 2018

			£
		b/f	139,926.06
1	Allbright Cleaning Services	Office cleaning	313.82
2	Barclays	Bank charges	24.23
3	Biffa	Waste disposal	980.34
4	G J Bowen	Security	298.00
5	Dunn Mechanical Services Ltd	Machinery repairs	210.00
6	Dyfed Alarms Ltd	Annual maintenance fee	228.00
7	Hydraulic Lime Renovation & Repair	Lime plastering repair	145.00
8	O J Williams	Red diesel	364.47
9	Opus	Electric	468.12
10	Opus	Gas	59.87
11	Snow White Laundries Ltd	Laundry	21.49
12	Stradey Patio Centre	Materials	350.64
13	Tesco Mobile Ltd	Mobile phone contract	26.89
14	Teleshore (UK) Ltd	Shallow grave liner	663.60
15	Thomas Glass	Repairs automatic door	152.40
16	Toppers	Janitorial	53.87
17	Viking	Stationery	110.70
18	Barclaycard		
	Amazon	Stationery	52.44
	British Thermals	PPE	42.86
	Citrus Cleaning Supplies	PPE	64.50
	Ideal 365	Compactor sacks	108.30
	Soil Fertility Solutions Ltd	Janitorial	24.98
	Two Trading Ltd	PPE	57.00
	Wilko	Stationery	4.00
19	LRC	Recharges	56,902.15
		(salaries, wages, accountancy and consultancy fees)	
			£ 201,653.73

PPE - personal protective clothing

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
<u>OPERATIONS</u>									
<u>601 APPRENTICESHIPS-BA & CS</u>									
4001 SALARIES	5,103	5,270	167	51,854	52,660	806	62,960		11,106
4027 BROADBAND	0	0	0	99	0	-99	310		211
4113 TRAINING - QUALIFICATIONS	1,766	717	-1,049	10,772	7,170	-3,602	8,600		-2,172
APPRENTICESHIPS-BA & CS :- Expenditure	6,868	5,987	-881	62,725	59,830	-2,895	71,870	0	9,145
1000 PROGRAMME INCOME	20,167	9,950	10,217	89,861	99,500	-9,639	96,000		
APPRENTICESHIPS-BA & CS :- Income	20,167	9,950	10,217	89,861	99,500	-9,639	96,000		
Net Expenditure over Income	-13,299	-3,963	9,336	-27,136	-39,670	-12,534	-24,130		
<u>602 APPRENTICESHIPS-LOGISTICS</u>									
4001 SALARIES	4,357	4,519	162	44,442	45,190	748	53,690		9,248
4011 COURSE DEVELOPMENT	0	167	167	0	1,670	1,670	1,000		1,000
4021 TELEPHONE	11	12	1	135	120	-15	140		5
4027 BROADBAND	0	0	0	121	0	-121	310		189
4101 TRAINING - LIFT TRUCK	0	500	500	1,040	3,000	1,960	2,000		960
4102 TRAINING - TRANSPORT	1,264	1,000	-264	15,931	9,810	-6,121	16,460		529
4113 TRAINING - QUALIFICATIONS	2,801	1,250	-1,551	12,765	12,500	-265	12,000		-765
4212 TRAINEES - DBS CHECKS	0	21	21	0	210	210	250		250
APPRENTICESHIPS-LOGISTICS :- Expenditure	8,434	7,469	-965	74,434	72,500	-1,934	85,850	0	11,416

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
1000	14,634	12,380	2,254	101,769	123,800	-22,031	135,000		
1013	6,420	0	6,420	6,510	0	6,510	-200		
1014	0	0	0	1,098	0	1,098	850		
APPRENTICESHIPS-LOGISTICS :- Income	21,054	12,380	8,674	109,377	123,800	-14,423	135,650		
Net Expenditure over Income	-12,621	-4,911	7,710	-34,944	-51,300	-16,356	-49,800		
611 TRAINEESHIPS									
4001	13,826	19,150	5,324	182,883	191,500	8,617	226,770		43,887
4003	0	0	0	92	1,200	1,108	150		58
4021	23	48	25	401	480	79	580		179
4027	0	0	0	0	350	350	350		350
4041	0	0	0	0	200	200	200		200
4042	2	0	-2	2	0	-2	0		-2
4101	0	320	320	960	3,520	2,560	2,480		1,520
4109	0	500	500	236	3,500	3,264	2,500		2,264
4113	491	750	259	8,672	7,500	-1,172	12,000		3,328
4116	0	67	67	10	670	660	400		390
4204	117	125	8	532	1,250	718	500		-32
4208	112	260	148	924	1,930	1,006	2,000		1,076
4212	276	208	-68	897	2,080	1,183	1,000		103
4214	0	133	133	650	266	-384	1,380		730
4215	980	2,070	1,090	2,863	4,140	1,277	2,500		-363
4216	0	0	0	0	420	420	630		630

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
4217	0	0	0	0	60	60	100		100
4218	215	0	-215	731	500	-231	750		19
4219	0	0	0	1,164	70	-1,094	1,200		36
4220	0	0	0	69	0	-69	150		81
4223	0	1,280	1,280	8,485	8,960	475	11,520		3,035
4225	68	260	192	1,403	2,600	1,197	2,880		1,477
	16,109	25,171	9,062	210,972	231,196	20,224	270,040	0	59,068
	TRAINEESHIPS :- Expenditure								
1000	41,188	33,750	7,438	434,838	337,500	97,338	456,000		
1020	0	0	0	1,305	1,300	5	1,300		
1021	7,200	7,800	-600	13,800	15,600	-1,800	23,400		
1081	0	0	0	240	0	240	240		
	48,388	41,550	6,838	450,183	354,400	95,783	480,940		
	TRAINEESHIPS :- Income								
	-32,279	-16,379	15,900	-239,210	-123,204	116,006	-210,900		
	Net Expenditure over Income								
	612 FUTURE WORKS								
4124	30,780	27,620	-3,160	260,853	281,360	20,507	336,600		75,747
	FUTURE WORKS :- Expenditure								
1030	30,780	27,620	-3,160	260,853	281,360	20,507	336,600		75,747
	FUTURE WORKS CONTRACT								
	36,211	32,600	3,611	306,885	330,800	-23,915	396,000		
	FUTURE WORKS :- Income								
	36,211	32,600	3,611	306,885	330,800	-23,915	396,000		
	Net Expenditure over Income								
	-5,432	-4,980	452	-46,033	-49,440	-3,407	-59,400		

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
<u>699 SUPPORT COSTS</u>									
4004 FUTURE WORKS PEMBS C C	6,938	8,000	1,062	67,487	78,800	11,313	78,400		10,913
4201 TRAINEES - TRAVEL	1,052	800	-252	9,622	7,400	-2,222	10,630		1,008
4203 TRAINEES - ALLOWANCES	13,296	11,315	-1,981	108,469	107,365	-1,104	125,650		17,181
4210 TRAINEE ADDITIONAL SUPPORT	1,691	5,200	3,509	17,397	39,590	22,193	25,000		7,603
	<u>22,977</u>	<u>25,315</u>	<u>2,338</u>	<u>202,975</u>	<u>233,155</u>	<u>30,180</u>	<u>239,680</u>	<u>0</u>	<u>36,705</u>
SUPPORT COSTS :- Expenditure									
1003 ADDITIONAL LEARNER SUPPORT	2,430	5,750	-3,320	17,670	38,090	-20,420	25,000		
1004 TRAVEL ALLOWANCE	1,041	800	241	9,069	7,400	1,669	10,630		
1006 LEARNING ALLOWANCE	10,767	11,100	-333	124,635	107,800	16,835	125,650		
1024 FUTURE WORKS - PEMBS CC	3,703	8,000	-4,297	67,487	78,800	-11,313	78,400		
	<u>17,942</u>	<u>25,650</u>	<u>-7,708</u>	<u>218,861</u>	<u>232,090</u>	<u>-13,229</u>	<u>239,680</u>		
SUPPORT COSTS :- Income									
	<u>5,035</u>	<u>-335</u>	<u>-5,370</u>	<u>-15,886</u>	<u>1,065</u>	<u>16,951</u>	<u>0</u>		
Net Expenditure over Income									
<u>911 MACHYNS TRAINING CENTRE</u>									
4012 NON DOMESTIC RATES	218	237	19	2,185	2,370	185	2,370		185
4014 OFFICE SERVICE CHARGE/WATER	135	136	2	1,345	1,360	15	1,630		285
4015 HEAT & LIGHT	0	0	0	692	900	208	1,100		408
4016 JANITORIAL	179	250	71	1,899	1,980	81	2,050		151
4020 MISC ESTAB COSTS	0	10	10	3	45	42	50		47
4025 INSURANCE	0	11	11	174	118	-56	170		-4
4027 BROADBAND	0	0	0	0	350	350	350		350
4033 PHOTOCOPIER COSTS	0	50	50	470	200	-270	820		350

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
4036 PROPERTY MAINTENANCE	0	70	70	40	120	80	120		80
4045 MINOR EQUIPMENT PURCHASES	0	0	0	0	400	400	400		400
MACHYNS TRAINING CENTRE :- Expenditure	532	764	232	6,807	7,843	1,036	9,060	0	2,253
Net Expenditure over Income	532	764	232	6,807	7,843	1,036	9,060		
912 CARMARTHEN TRAINING CENTRE									
4012 NON DOMESTIC RATES	973	973	0	9,731	9,730	-1	9,730		-1
4013 RENT	4,375	4,375	0	17,500	17,500	0	17,500		0
4014 OFFICE SERVICE CHARGE/WATER	0	0	0	297	0	-297	600		303
4015 HEAT & LIGHT	877	0	-877	3,423	1,700	-1,723	2,500		-923
4016 JANITORIAL	395	280	-115	2,391	1,860	-531	2,670		279
4017 BUILDING IMPROVEMENTS	0	0	0	0	280	280	280		280
4020 MISC ESTAB COSTS	7	0	-7	30	40	10	50		20
4021 TELEPHONE	68	85	17	631	850	219	1,030		399
4025 INSURANCE	0	7	7	1,542	1,576	34	1,540		-2
4026 IT SOFTWARE/SUPPORT etc	0	50	50	0	100	100	100		100
4027 BROADBAND	0	0	0	1,056	1,060	4	1,060		4
4033 PHOTOCOPIER COSTS	0	0	0	373	1,060	687	1,450		1,077
4036 PROPERTY MAINTENANCE	147	0	-147	1,133	800	-333	1,250		118
4045 MINOR EQUIPMENT PURCHASES	0	50	50	75	100	25	100		25
CARMARTHEN TRAINING CENTRE :- Expenditure	6,842	5,820	-1,022	38,181	36,656	-1,525	39,860	0	1,679
Net Expenditure over Income	6,842	5,820	-1,022	38,181	36,656	-1,525	39,860		

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

Committee Report

	Current Mth Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>913 VAUXHALL TRAINING CENTRE</u>									
4013 RENT	1,573	1,573	1	15,725	15,725	0	18,870		3,145
4014 OFFICE SERVICE CHARGE/WATER	1,303	1,300	-3	11,723	13,010	1,288	15,630		3,908
4020 MISC ESTAB COSTS	0	0	0	0	0	0	280		280
4027 BROADBAND	0	0	0	0	470	470	470		470
4033 PHOTOCOPIER COSTS	88	0	-88	725	840	115	1,120		395
4036 PROPERTY MAINTENANCE	0	0	0	0	100	100	200		200
VAUXHALL TRAINING CENTRE :- Expenditure	2,963	2,873	-90	28,172	30,145	1,973	36,570	0	8,398
Net Expenditure over Income									
	2,963	2,873	-90	28,172	30,145	1,973	36,570		
<u>921 ADMINISTRATION</u>									
4001 SALARIES	13,086	12,690	-396	119,241	126,940	7,699	152,320		33,079
4002 PENSION DEFICIT FUNDING	411	568	157	4,928	5,675	747	6,810		1,882
4005 OCCUPATIONAL HEALTH	0	100	100	108	400	292	500		392
4009 STAFF TRAINING	180	1,000	820	1,780	4,830	3,050	5,000		3,220
4010 MISC STAFF COSTS	0	20	20	130	80	-50	150		20
4015 HEAT & LIGHT	131	0	-131	131	0	-131	0		-131
4018 EMPLOYMENT REGISTRATIONS	0	0	0	794	740	-54	800		6
4020 MISC ESTAB COSTS	16	10	-6	687	340	-347	500		-187
4021 TELEPHONE	138	110	-28	1,228	1,220	-8	1,520		292
4022 POSTAGE	75	0	-75	764	600	-164	1,000		236
4023 STATIONERY	319	220	-99	2,182	1,560	-622	2,000		-182
4024 SUBSCRIPTIONS	0	70	70	0	1,450	1,450	1,450		1,450

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
4025	213	200	-13	1,521	2,020	499	1,950		429
4026	2,963	1,590	-1,373	11,372	8,600	-2,772	12,160		788
4030	1,105	0	-1,105	1,105	1,000	-105	1,000		-105
4032	0	1,000	1,000	899	3,000	2,101	3,000		2,101
4033	759	200	-559	2,060	1,900	-160	2,300		240
4042	9	0	-9	1,031	1,160	129	1,500		469
4043	310	250	-60	2,030	2,500	470	2,600		570
4044	371	250	-121	3,463	3,200	-263	3,700		237
4045	0	0	0	224	100	-124	150		-74
4051	-4	5	9	-149	80	229	70		219
4057	0	0	0	548	0	-548	550		2
4058	0	0	0	1,561	0	-1,561	1,560		-1
4062	0	0	0	-50	150	200	100		150
4066	0	0	0	1,040	900	-140	1,040		0
4067	5,689	0	-5,689	10,163	10,380	217	14,000		3,837
4913	0	0	0	0	6,000	6,000	6,000		6,000
	25,771	18,283	-7,488	168,792	184,825	16,033	223,730	0	54,938
	ADMINISTRATION :- Expenditure								
1000	0	0	0	-70	0	-70	0		
1016	-1,200	0	-1,200	-1,200	0	-1,200	0		
1077	174	0	174	174	0	174	0		
1096	-9	5	-14	-9	25	-34	0		
1098	0	0	0	184	10	174	100		
	-1,035	5	-1,040	-920	35	-955	100		
	ADMINISTRATION :- Income								
	26,806	18,278	-8,528	169,712	184,790	15,078	223,630		
	Net Expenditure over Income								

LRC Training

Detailed Income & Expenditure by Year to Date Budget Heading 22/02/2018

Month No : 10

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
OPERATIONS Expenditure	121,275	119,302	-1,973	1,053,911	1,137,510	83,599	1,313,260	0	259,349
Income	142,727	122,135	20,592	1,174,247	1,140,625	33,622	1,348,370		
Net Expenditure over Income	-21,452	-2,833	18,619	-120,336	-3,115	117,221	-35,110		

ITEM No. 4 (6)

TRAINING DEPARTMENT Schedule of Payments January 2018

		b/f	961,049.42
1	Bank Charges	bank charges	9.14
2	Dyfed Pension Fund	pension contributions	7,568.00
3	LRCT payroll	net pay	22,782.12
4	HMRC Cumbernauld	PAYE	8,375.71
5	The Prudential	AVC	370.10
6	Learner support costs	allowances and travel expenses	14,275.64
7	Fuel Genie Business	fuel	136.74
8	Redsquid Comms Ltd	phone lines - Carmathen	36.00
9	NFON UK Ltd	phones - Carmathen	45.43
10	EE	mobile phones	28.90
11	O2	mobile phones	40.61
12	O2	remote wi-fi boxes	52.80
13	British Gas	gas	157.35
14	Jaup	nvt card	25.00
15	Viking	stationery	13.06
16	ACW Certificates	registration fees	88.00
17	DVLA	vehicle tax - CP59 NLU	32.50
18	Carmarthenshire County Council	council tax	3,573.00
19	Y Ffynnon	water cooler	162.84
20	Veolia	waste collection	45.31
21	T J Maintenance	janitorial services	140.00
22	Toppers Wales	PPE	28.50
23	Melissa Selby	1-1 youth support	427.50
24	Switch Communications	landlines	136.64
25	Pisys	cyber essentials plus	1,951.20
26	Pearson	registration fees	1,434.65
27	Neath Port Talbot College	management fee	4,878.76
28	Natural UK	janitorial services	85.49
29	Netbop	website hosting	174.00
30	Machynys	buffet	245.00
31	CBSA	service charges - Machynys	134.50
32	Llanelli Rural Council	recharges	12,380.72
33	Glynis Gower-Davies	internal verifier	720.00
34	S I Evans & Son	rent and charges	4,466.20
35	Linda Davies	1-1 youth support	332.50
36	Cobain Gas Services	boiler repair	250.00
37	City & Guilds	registration fees	463.60
38	Cwm Environmental	waste collection	220.34
39	Crosshands Industrial Training	LGV and trailer training	1,375.00
40	Allbright Cleaning Services	janitorial services	186.56
41	Futureworks	traineeship contract	37,295.48
42	Ken Nelson	assesor	950.00
43	Natalie Jones	1-1 youth support	332.50
44	Natalie Gillespie	1-1 youth support	931.00
			1,088,407.81

Glossary

AVC - Additional Voluntary Contributions

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

IV - Internal Verifier

LGV - Large Goods Vehicle

NVT - National Vocation Training

NVQ - National Vocational Qualification

OCR - Oxford, Cambridge and RSA Examinations Board

QCF - Qualifications and Credit Framework

WJEC - Welsh Joint Education Committee

JAUPT - Joint Approvals Unit for Periodic Training

PAYE - Pay As You Earn

PPE - Protective Clothing

2017/2018 CONTRACT
1 AUGUST 2017 - 31 JULY 2018

	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
TRAINEESHIP												
Profiled Income	£45,600.00	£49,222.00	£55,090.00	£53,505.00	£47,250.00	£47,960.00	£52,505.00	£52,010.00	£53,490.00	£54,520.00	£54,850.00	£56,250.00
Actual Income	£45,530.59	£74,790.31	£53,702.24	£62,411.91	£61,476.41	£55,570.09						
Difference +/-	-£69.41	£25,568.31	-£1,387.76	£8,906.91	£14,226.41	£7,610.09						

	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
TRAINEESHIP												
Profiled Starts	10	14	17	12	2	10	16	10	12	12	12	19
Actual Starts	8	12	17	13	5	4						
Difference +/-	-2	-2	0	1	3	-6						

	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
APPRENTICESHIP												
Profiled Income	£9,682.31	£9,393.59	£12,836.47	£16,221.43	£20,657.26	£19,609.84	£26,065.74	£27,102.40	£28,866.41	£32,466.50	£33,188.08	£32,559.09
Actual Income	£9,806.24	£9,423.03	£8,023.45	£19,644.39	£24,884.54	£23,361.80						
Difference +/-	£123.93	£29.44	-£4,813.02	£3,422.96	£4,227.28	£3,751.96						

	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
APPRENTICESHIP												
Profiled Starts	1	3	17	10	22	9	25	14	12	18	13	2
Actual Starts	2	3	13	31	7	10						
Difference +/-	1	0	-4	21	-15	1						

	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
SUB-CONTRACTOR MANAGEMENT FEE												
Profiled Income	£2,863.19	£5,663.50	£3,488.36	£5,571.51	£5,340.03	£3,027.31						
Actual Income												

CURRENT LEARNERS ON PROGRAMME

TRAINEESHIP:	
LLANELLI CENTRE	46
CARMARTHEN CENTRE	26
TOTAL TRAINEESHIP:	72
APPRENTICESHIP:	99
TOTAL LEARNERS	171

SUB-CONTRACTOR - FUTUREWORKS:	
TRAINEESHIP	33
APPRENTICESHIP	61
TOTAL	94

Contract Value	£622,252.00
Cumulative Contract Profile	
£622,252.00	
£353,481.55	
-£268,770.45	

Cumulative Starts	146
59	
-87	

Contract Value	£269,014.20
Cumulative Contract Profile	
£268,649.12	
£95,143.45	
-£173,505.67	

Cumulative Starts	146
66	
-80	

Cumulative Management Fee for Contract Value	
£90,504.35	
£25,953.90	
-£64,550.45	

ITEM NO. 4 (7)



CANCER INFORMATION & SUPPORT SERVICES

Registered Charity No. 1142883

Registered in England and Wales No. 7080573

November 2017

Dear Sir / Madam,

Cancer Information and Support Services (CISS) is the South West Wales charity that provides counselling and emotional support to cancer patients, their carer's, families and friends. We are the only charity that provides home, hospital and workplace visits via our unique outreach service and in the past year have supported over 2,000 individuals, visiting over 400 homes, in Carmarthenshire. Across South West Wales we have been able to help 12,000 people in the past year.

We work closely with the staff at Glangwili and Prince Philip Hospitals to ensure all cancer patients, and others, receive the support they need to help them live with cancer. Our service is free and confidential and is delivered by a team of experienced staff all of whom are accredited by the British Association of Counselling and Psychotherapy. This team is supported by a network of local volunteers.

Hywel Dda Health Local Health Board is not currently in a position to assist financially. They recognise the value of our work across the region and we are committed to continuing our service to the people of the county for as long as possible. We are receiving ever increasing requests for outreach visits from health professionals to patients who are have difficulty reaching hospital.

Tenovus has terminated all counselling services across Wales which has further increased demand on our staff and volunteers with patients now regularly travelling from Pembrokeshire and Ceredigion to Carmarthen in order to access our support.

We are very grateful for the support from Community Councils but ask for a contribution towards securing our service in Carmarthenshire. Any donation will go directly to help support patients and others that are living with cancer.

Thank you for taking the time to consider our request for support.

Yours faithfully

Ian Addison
Charity Manager

2-2A Gwydr
Crescent, Uplands
Swansea SA2 0AA
01792 655025

Carmarthen
01267 679149

Bridgend
01656 350699

19 Green Street
Neath
SA11 1DR
01639 642333

email: help@cancersupport.wales

www.cancersupport.wales

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	- 8 NOV 2017
FILE REF.	
PASSED TO	ACG / FSGP
	19 Green Street Neath SA11 1DR 01639 642333

Cruse Bereavement CareWest Wales Area
Carmarthenshire Branch

20 February 2018

Mr Mark Galbraith
Llanelli Rural Community Council
Vauxhall Buildings
Vauxhall
LLANELLI
Carmarthenshire SA15 3BD

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	22 FEB 2018
FILE REF.	
PASSED TO	

PO Box 34
Haverfordwest
SA61 1YSwww.cruse.org.uk
e-mail: westwales@cruse.org.ukReferral Tel: 0800 288 4700
Admin Tel: 07979 711092

Dear Mr Galbraith

Carmarthenshire Cruse - The Bereavement Support Charity

I am writing to ask once again for your Council's support for the work of our volunteers with bereaved individuals and families in your area.

The death of a loved one can have many devastating effects on people; we aim to help the bereaved understand their grief and cope with their loss. We receive requests from GPs and other statutory agencies, and from schools for help from our children's trained volunteers. We work hard to address this serious need.

Cruse does not charge for its bereavement support - we want people to be able to contact us without worrying whether they can afford it. But it is vital that we raise funds if we are to continue to train volunteer support workers, to give free support and to enable us to provide support in the community.

Although we are part of a registered national charity, we must raise all our funds locally for our work in Carmarthenshire; we receive no funding from Cruse UK. Our volunteers give their time willingly, but we need funding to help us meet the costs of training our bereavement support volunteers, and reimbursing their travelling expenses to meet clients in the community in such a rural county.

We ask if you can help us meet our bills for 2018/2019, and we thank you in advance for any such support you can give. I enclose a locally produced leaflet about our work for your information, and our latest Balance Sheet.

If you are able to help, cheques may be made payable to "Cruse" and sent to me at the above address.

Thank you.

Yours sincerely

Janet Knott
Chair - Carmarthenshire Cruse

encs



Ramblers Festival of Walks 2018

Please reply to :
Mrs. N. Clements
53 Heol Morlais
Trimsaran
Kidwelly, Carm. SA17 4DF

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	15 DEC 2017
FILE NO.	
PASSED TO	ACK / FSGP
S/S - ✓	✓ mceet

14th December 2017

Mr. Mark Galbraith, A.C.I.S.
Clerk to the Council
Llanelli Rural Council
Vauxhall Buildings
Vauxhall
Llanelli, Carmarthenshire SA15 3BD

Dear Mr. Galbraith,

Once again, Llanelli Ramblers are in the throes of organizing the annual Festival of Walks which has traditionally taken place over the late May Bank Holiday weekend since 1995. The event has attracted hundreds of visitors to the area, including many who come back year after year. The Festival is open to walkers of all abilities and ages who come together for the weekend to enjoy walking in our beautiful countryside, and is run entirely by Group members on a voluntary basis.

The 2018 Festival will take place from the 25th to the 28th May. We shall be offering a choice of 15 varied walks over the weekend to suit all levels of ability, including the usual family walk aimed at getting local youngsters out walking with their parents/grandparents.

We avoid the use of private cars, instead using a local bus company to take walkers to the start of their walks and back to Llanelli. We do make a charge taking the cost of transport into consideration, but we try to keep this to a minimum to encourage as many walkers to join us as possible. In past years, the Rural Council has very kindly sent us a donation which has helped us keep our costs down. A copy of our end-of-year Income and Expenditure Account is enclosed in case this is needed, together with a copy of the 2017 Festival brochure.

Yours sincerely,

Nina Clements
Festival Secretary.

Llangollen 2018

Gorffennaf 3-8 July

Llangollen International Musical Eisteddfod

The first International Musical Eisteddfod was held in Llangollen in June 1947. In the following 70 years its celebration of 'Peace and Harmony' has made it one of the world's greatest music festivals.

It began with a vision that the ancient Welsh eisteddfod tradition could provide a means of healing the wounds of the Second World War, and help to promote lasting peace. Founding partner W.S Gwynn Williams writes in the original 1947 summons 'Llangollen believes that in the age of atom and rocket bombs, which ignore national boundaries in their capacity for destruction and death, peace demands a boldness equal to that shown in war. Though this expression of a small mountain town's boldness for peace may be far less spectacular than a deed of war, it is at least constructive, opening a door, maybe a narrow one, through which men and women of many lands may meet freely in friendship stimulated by their mutual love of music-making.'

We believe here at Llangollen International Musical Eisteddfod that W.S Gwynn Williams's words are just as significant today as they were back in 1947. LIME President Mr Terry Waite CBE continues these ideals by writing 'Seventy year ago the world was emerging from a devastating and bitter conflict. Today, seventy years on, warfare still continues however the Llangollen International Musical Eisteddfod continues to light a beacon of hope in a sadly divided world'. In a world of devastation, during one week of the year in Llangollen, countries from around the world join our fight for harmony and peace through the spirit of song and dance.

Llangollen International Eisteddfod receives competitors and visitors from all around the world, but it is the efforts of those locally who are the backbone of this Eisteddfod. This internationally acclaimed festival could not happen without the help and support of its 800 plus volunteers. Their roles vary from stewarding, back stage management, selling tickets and even opening their homes to accommodate visiting performers.

As you can see from the short insight above, Llangollen International Musical Eisteddfod is a warm and welcoming place to visit and we hope to continue this for many years to come!

As you can imagine staging an internationally renowned Festival is a financially challenging task. We are grateful for all the support that the Local Authorities, Town and Community Councils continue to give us during these times of cuts. We believe that the Llangollen International Musical Eisteddfod benefits not only Wales but also our fight against hate and destruction. We know that you share in our ideals.

We would like to respectfully ask the Local Authorities, Town and Community Councils who support us to continue and with this funding help to keep Wales on the world Festival map. Your assistance would be greatly appreciated.

With all good wishes

Yours sincerely



Dr Rhys Davies
Chairman, Llangollen International Musical Eisteddfod
Autumn 2017

Royal International Pavilion
Abbey Road
Llangollen
LL20 8SW
Tel: 01978 862000
Email: info@llangollen.net

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	07 DEC 2017
FILE REF.	
PASSED TO	F. L. G. P.
SEA	M. J. P. C. H.

Y Pafiliwn Rhyngwladol Brenhinol
Ffordd yr Abaty
Llangollen
LL20 8SW
Ffôn: 01978 862000
Epost: info@llangollen.net

www.llangollen.net

Dawn Jones

Subject: FW: Re: Application for a Masonic Grant – Ref.No. MCF0012

From: Cllr. Sharen Davies [<mailto:SDavies@carmarthenshire.gov.uk>]
Sent: 15 February 2018 15:31
To: Mark Galbraith
Cc: jason
Subject: Fwd: Re: Application for a Masonic Grant – Ref.No. MCF0012

Dear Mark,

As you are aware, Llwynhendy/Pemberton Forum were successful in obtaining a Defibrillator free of charge however, there is a cost of £500 for the cabinet and a further cost for instillation.

Please would the Finance and General Purpose committee consider financial support of £500 for the cabinet. Llwynhendy /Pemberton Forum will pay for the installation.

Kind Regard
Cllr Sharen Davies

From: jason <jason.hart@hotmail.co.uk>
Date: 15 February 2018 at 12:35:13 GMT
To: Cllr. Sharen Davies <SDavies@carmarthenshire.gov.uk>, Sharen Davies @hotmail.co.uk>
Subject: Fwd: Re: Application for a Masonic Grant – Ref.No. MCF0012

FYI

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Sharon Owen <Sharon@welshhearts.org>
Date: 15/02/2018 12:30 (GMT+00:00)
To: jason <jason.hart@hotmail.co.uk>
Subject: Re: Application for a Masonic Grant – Ref.No. MCF0012

Pads paid by us!

On 15 Feb 2018, at 12:17, jason <jason.hart@hotmail.co.uk> wrote:

Thanks Sharon, is there a cost to us for the pads or is this paid for by Welsh Hearts?
Many Thanks
Jason Hart
Llwynhendy and Pemberton Forum

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Sharon Owen <Sharon@welshhearts.org>

Date: 15/02/2018 12:12 (GMT+00:00)

To: Kym Lloydowen <Kym.LloydOwen@welshhearts.org>, jason.hart@hotmail.co.uk

Subject: Re: Application for a Masonic Grant – Ref.No. MCF0012

Dear Jason the cost of £500 is just for the cabinet! It comes with brackets, so you need an electrician to install it for you! We look after the Defibrillator for you but in 6 years time you will need to buy a new battery roughly £120.00 and contact us for new PADS every 2 years or if Defibrillator is used!

Kind Regards

Sharon

Sharon Owen
sharon@welshhearts.org

On 14 Feb 2018, at 14:17, Kym Lloydowen
<Kym.LloydOwen@welshhearts.org> wrote:

<jason.hart@hotmail.co.uk

Helen Thomas**Subject:**

FW: Macmillan Cancer Support request for funding 2017/2018

COMMUNITY COUNCIL

DATE 25 SEP 2017

FILE REF.

PASSED TO NJK / FGGP

Ser
MAREK**From:** Sue Reece [mailto:SReece@macmillan.org.uk]**Sent:** 22 September 2017 14:37

Dear Clerk of the Council

I am your local Fundraising Manager for Macmillan Cancer Support in South West Wales. Every day 15 people in the area hear the devastating news they have cancer. This means South West Wales population of people living with cancer will increase by 80% by 2030.

Their concerns are not just medical; they are practical, emotional, and financial. Every year 900 people in South West Wales receive a grant from Macmillan which could help enormously with the costs of travel to and from hospital appointments, purchase a much-needed household item or pay a heating bill. We believe no one should be financially deprived as a result of their illness. The average Macmillan grant is £300 - £500 and here is an example of the difference a grant can make:-

"I would like to say a sincere thank you for the grant I received last month. It is a weight off my mind to know I can have heat and hot water without having to penny pinch from food and other household costs."

Last year in South West Wales we awarded £472,784 in individual patient grants to 923 people in the area

You may have supported Macmillan in the past, which is why I am now asking you to help us again by making a donation to help support those people who are experiencing financial difficulties as a direct result of a cancer diagnosis. You will be helping us to provide immediate practical and emotional support – from the moment someone suspects they have cancer – which will change the lives of people living with cancer today and tomorrow.

Although we are a national charity, the money you donate will be used to help local people affected by cancer. Please enclose a cover letter with your contact details, address and **postcode** to ensure your donation is allocated to your local area.

Please make all cheques payable Macmillan Cancer Support and send to

Macmillan Cancer Support
Supporter Donations
FREEPOST LON15851
89 Albert Embankment
London
SE1 7UQ

If I can offer any more information or meet with you to discuss how you can support Macmillan Services in your local community, please don't hesitate to contact me.

Best wishes

**Radio
BGM**
Prince Philip
Hospital Radio
www.radiobgm.org.uk

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	14 DEC 2017
FILE NO.	
PROCESSED BY	ACK/FGP
SA	MARCH

Llanelli Rural Council
Vauxhall,
Llanelli.

13/12/17

Dear Councillors,

As Chairman of the Hospital Radio at Prince Philip I am writing to ask if it would be possible for you to kindly consider helping us out with the some of our running costs for the forthcoming year.

Our annual costs are made up of music licences, broadband costs and software licences as well as miscellaneous repair and replacement kit costs.

We have ambitious plans for 2018 which will ensure that Radio BGM will continue for many more years and provide a platform for patients to enjoy and youngsters to gain practical radio experience and communication skills, and ultimately benefit the community.

Our estimates for the forthcoming years running costs will be around a thousand pounds and if the Council could kindly allow a donation of approximately £500 that would be most appreciated.

Thank you again for sparing the time to consider our application and would like to take this opportunity to wish you all a very merry Christmas and a happy new year.

Kind regards

David Hurford.



Prince Philip Hospital Llanelli Bryngwynmawr, Dafen, Llanelli, SA14 8QF Tel 01554 756567 Direct Dial 01554 783139

Hon President Mr Huw Edwards

Chairman David Hurford, Secretary /Treasurer Stephanie Reynolds Ibell

Radio BGM is affiliated to the Llanelli & District League of Hospital Friends

www.radiobgm.org.uk

Helen Thomas

From: Jayne Palfreman <jayne.palfreman@mariecurie.org.uk>
Sent: 11 October 2017 10:36
To: enquiries
Subject: Please support your Marie Curie Nurses in Carmarthenshire

12 OCT 2017

Dear Mr M Galbraith,

Please support your Marie Curie Nurses in Carmarthenshire

SAV

ACK/F&GP
MORREN

It is that time of year again when I am writing to ask you to support the wonderful work being done by Marie Curie Nurses in Carmarthenshire.

Marie Curie Nurses help people living with a terminal illness and their families at the time they need it most. Our care enables people to stay in the familiar surroundings of their own homes with their loved ones as their illness progresses.

Last year alone Marie Curie provided over 11000 hours of care for more than 351 people right here in Carmarthenshire County and this year our services are growing. However the demand for our services increases each year and for every family we help, there is another that we can't. Your help will enable us to continue to provide more care and support to people with living with a terminal illness and their families in your local communities. It is important to make you aware that all of our services are free to those who need them. However they aren't free to run, your support is vital as it costs the charity:

- £180 to provide a full nine hour Marie Curie nursing shift.
- £20 for one hour of Marie Curie nursing care in a patient's home.
- £5 for bereavement booklets to support 20 children.

We would sincerely appreciate any support you can give us to help us fund the work of the amazing Marie Curie Nurses we have right here in Carmarthenshire. Please consider making a donation to fund a nurse for one shift, you can't put a price on the difference it can make to a family in need.

Thank you for your support; it will help make a real difference to the lives of people with terminal illnesses and their families.

Yours sincerely,

Jayne Palfreman

Admin Assistant

Marie Curie

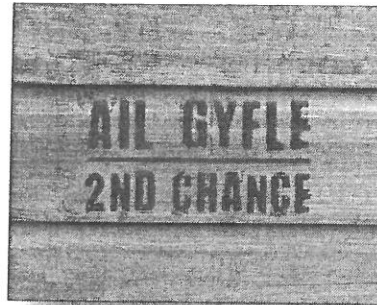
West Wales Fundraising Office, Unit 2, Llys Aur, Llanelli Gate, Dafen, Llanelli, Carms. SA14 8LQ

T: 01554 759071



This e-mail is intended for the named recipients(s) only. Its contents are confidential and may only be retained by the named recipient(s) and may only be copied or disclosed with the consent of Marie Curie. If you are not the intended recipient please delete this e-mail and notify:-

postmaster@mariecurie.org.uk



Darren Rees
 Llanelli Rural Council,
 Vauxhall Buildings,
 Vauxhall,
 Llanelli,
 Carmarthenshire,
 SA15 3BD

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	- 6 OCT 2017
FILE REF.	
PASSED TO	ACK/DH/F260 mace

October 4th, 2017

Dear Mr Rees,

Re: Grant request £300

Ail Gyfle – Second Chance Ltd works in partnership with Wales CRC (Probation) and Adult Learning Wales and aims to make an impact on reducing social exclusion, improving access to education and training thereby improving employability and reducing re-offending rates for individuals, including those at the margins of the community. We work with offenders on Community Service and other groups/individuals involving them in all areas of a green social enterprise that creates and sells quality home and garden furniture and craft items from recycled pallets and other discarded items.

We have a new workshop at Derwent Street and are developing partnerships with local groups e.g. Sospan Shedders and Repair Cafe to increase the connections with the local community and provide opportunities.

We would be grateful if the Town Council would consider a grant towards the next phase of the enterprise as we develop these partnerships, additional income streams and move towards sustainability.

I have attached a bank statement in support of the request.

Yours sincerely,

D Chapman

Deborah Chapman
 Finance and Business Support Manager

South Wales Junior Cricket League

President:
RUSSELL DAVIES, LLB., Blackburn

Chairman:
IAN MURPHY, Esq.,
12 Cae Copyn, Loughor,
SWANSEA SA4 6SF
Tel: 07767-843575 (M)

**Honorary Secretary
& Child Welfare Officer:**
JOHN DAVIES, ESQ
8 Llethri Road, Felinfoel,
LLANELLI, Carmarthenshire SA14 8HT
Tel: 01554-778951 (H) 01554-776850 (W)
Mobile: 07821-193890

Affiliated to the Welsh Cricket Association



Founded 1973
League Website
<http://www.swjcl.org.uk>

Patron:
ROY WILLIAMS, ESQ., Skewen **ITEM No. 5 (10)**

Vice-Chairman:
BEN ROBERTS, ESQ
42 Caecerrig Road, Pontarddulais,
SWANSEA SA4 8PE
Tel: 01792-885348 (H) 07973-840070 (M)

Honorary Assistant Secretary:
MATTHEW GRIFFITHS, ESQ.,
101 Shelone Road, Briton Ferry,
NEATH SA11 2NG Tel: 07771-705633

Honorary Treasurer:
JOHN DAVIES, ESQ.,
8 Llethri Road, Felinfoel LLANELLI SA14 8HT
Tel: 01554-778951

14th February 2018

Dear Sir / Madam

I write on behalf of the South Wales Junior Cricket League in seeking financial support towards the cost of the League's activities. We are very grateful for the support that your Council has awarded the league over many years.

The South Wales Junior Cricket League, which was founded in 1973, is one of the largest of its kind in Britain. Over the years five players who began their careers in our league have gone on to represent England in Test and One-Day cricket, with many more going on to represent Glamorgan County Cricket Club and Wales Minor Counties. Some have also made the grade with other county cricket clubs.

The league provides an extensive programme for young cricketers between the ages of nine and seventeen, with inter-club league and cup competitions, representative fixtures and coaching for young children of all abilities. Membership of the league now covers a large area from Llandysul in Ceredigion to Bridgend, Maesteg and Tondy in Mid Glamorgan, with forty clubs affiliated. It is estimated that around 2,000 boys and girls are actively involved playing the game of cricket each week.

The activities of the League costs a considerable amount of money, and it would have been difficult to have continued at the current level without the generous support of locals councils in the past. It is hoped that you your Council will feel able to support the work of the League for the coming season, for which a great number of young cricketers will be extremely grateful.

Yours faithfully

John Davies
Hon. Secretary / Treasurer

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	5 FEB 2018
FILE REF.	
PASSED TO	ACK/F&GP
Sox	i.e.s

Possibly the Largest Junior Cricket League in Britain
England Test Cricketers: Greg Thomas, Steve Watkin, Robert Croft, Simon Jones, Hannah Lloyd





93 NEWMAN STREET
LONDON
W1T 3EZ
020 7612 0370

hello@teenagecancertrust.org
www.teenagecancertrust.org
twitter.com/teenagecancer
facebook.com/teenagecancertrust

Mr Mark Galbraith
Llanelli Rural Community Council
Vauxhall Buildings
Llanelli
SA15 3BD

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	30 JAN 2018
FILE REF.	
PASSED TO	ACK / FRGP
	MOREM

29 January 2018

Dear Mr Galbraith

I am writing to tell you about Teenage Cancer Trust and about the amazing and vital work we do with teenagers who have cancer, and how you could help us do it even better. To give you a little more background - we're a national charity with a strong local focus. Over 2,500 young people are diagnosed with cancer every year in UK and there are an average of 174 teenagers and young adults in treatment for cancer each year across South Wales.

Through our specialist unit at the University Hospital of Wales in Cardiff, our specialist staff and services there bring young people together to get their treatment alongside others their own age, in an age appropriate space designed just for them. Having treatment in a place that feels more normal, and alongside other young people they can relate to makes a huge difference. Our expert staff on the units, both medical and non-medical, offer the best possible support to young people.

Our goal is that every young person with cancer in the UK will have access to our expert support from the moment they hear the word cancer. To achieve this, we need to raise over £80 million in the next five years to support our current and new services. Through our nursing and support service we can make that happen – reaching out to young people in other hospitals and in their local community across Wales. We are working extremely hard to reach this goal and help grow Wales as a region but we still have a long way to go. Your support could help us achieve our aim of being there for every young person with cancer in Wales.

How can Llanelli Rural Community Council help?

- Simply by considering us as your charity for your coming year or for a one off donation or grant. This would help us to not only raise much needed funds but also raise awareness of our charity and the work we do.

For more information and other ways to get involved please take a look at our website at www.teenagecancertrust.org or contact us using the details listed below.

I very much look forward to hearing from you.

Yours sincerely

Yvette James

Yvette James
Local Fundraising Coordinator – South Wales
T: 07702 559774 E: Hello@teenagecancertrust.org



CHAIR

Mr Mark Galbraith

CHIEF EXECUTIVE

FOUNDERS & LIFE PRESIDENTS

Mr Mark Galbraith

Ms Yvette James

HONORARY PATRONS

Mr Mark Galbraith

Ms Yvette James

Mr Mark Galbraith

Ms Yvette James

26 JAN 2018

FLGP

Llanelli Rural Community Council
Mr Mark Galbraith
Vauxhall Buildings
Llanelli
SA15 3DD

029 2076 8850
info@tenovuscancercare.org.uk
tenovuscancercare.org.uk

24th January 2018

Dear Community Councillor,

Together, we can make things better!

Every single day in Wales 52 people are diagnosed with cancer - together, we can help! We know cancer doesn't just affect the person who's been diagnosed. It affects their family and friends too. That's why our services are for anyone affected by cancer. Tenovus Cancer Care is here to help cancer patients and their loved ones cope, and through our vital research we offer hope. We're the leading cancer charity in Wales and, whenever we're needed, we're here!

I'm writing to ask if you would consider choosing **Tenovus Cancer Care** as your nominated charity for the forthcoming year, or if the Community Council would consider making a donation to the work of Tenovus Cancer Care. By doing so, you can help keep our essential services running.

Services like our **Support Line**, which is open 8am-8pm every day. It's free to call, 365 days a year, which means our nurses are here for anyone affected by cancer whenever they need it. We know if you're worried about cancer, that doesn't stop just because it's the weekend. And neither do we.

We also bring our services into the heart of the community. Many patients are able to have their chemotherapy or lymphoedema treatment on one of our **Mobile Support Units**, which brings treatment closer to home, saving money and the stress of travelling long distances. Less miles to travel and more time with the people they love.

We know singing is good for you. It lifts spirits, unites people and helps them to cope with cancer. It can even help reduce pain and the side effects of treatment. We have **Sing with Us Choirs** across Wales, supporting over 1,000 people each week with more joining all the time!

We fund vital **Cancer Research** finding new ways to prevent, diagnose and treat it. The researchers we've supported have already done so much to help cancer patients around the world. But our work needs to go on; not just in the lab but in the community too. **And that's why we need your help. Please support Tenovus Cancer Care this year to help make sure we can continue to support cancer patients and their loved ones, in your community.**

Please don't hesitate in contacting me on 012 6722 3991 alternatively by emailing sara.pilkinton@tenovuscancercare.org.uk for more information. I very much look forward to your response and thank you in advance - remember, **together we can help!**

Best wishes

Sara Pilkinton
Community Fundraiser - West Wales

Call us free, 365 days a year

0808 808 1010

Ffoniwch ni, 365 diwrnod y flwyddyn

Gleider House, Tŷ Glas Road, Cardiff CF14 5BD. Tŷ Gleider, Heol Tŷ Glas, Caerdydd CF14 5BD.
Patron: HRH The Princess Royal Noddwraig: Ei Huchelder Brenhinol Y Dywysoges Frenhinol



Cofrestrwyd gyda'r



FUNDRAISING
REGULATOR
RHEOLEIDDIWR
CODI ARIAN

