

**29 March, 2023**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 417 – 426**

At a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 29 March, 2023 at 4.45 p.m.

**Present:** Cllr. W. E. Skinner (Vice Chairman (in the Chair))

**Cllrs.**

S. R. Bowen	A. J. Rogers
M. V. Davies	A. G. Stephens
N. Evans	N. A. Stephens
A. G. Morgan	O. Williams

**Absent:** S. K. Nurse

**417. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. T. M. Donoghue (Cllr. A. J. Rogers deputising) and S. N. Lewis.

**418. MEMBERS' DECLARATIONS OF INTEREST**

Cllr. N. A. Stephens declared a personal interest in Minute No. 422(7) as his father was a member of Wanderers Bowls Club.

**419. INTERNAL AUDIT REPORT (FINAL UPDATE) 2022/23**

Members considered the Internal Audit Report (Final Update) 2022/23 received from the Director, Auditing Solutions Ltd which concluded that the council continued to have effective systems in place and consequently, there were no significant matters arising at present. However, the report did make one recommendation that members should review and sign off all bank reconciliations. The Finance Manager confirmed this would be enacted with immediate effect.

Thereupon, members thanked the Finance Manager and supporting staff for their continuing good work in managing the council's finances, and it was

**RESOLVED** that the report be noted and accepted.

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**420. FINANCIAL REPORTS**

**RESOLVED** that the committee reports for the Administration Department, Burial Services and the Training Department to 31 January, 2023 be noted.

**421. SCHEDULES OF PAYMENTS**

Consideration was given to the schedules of payments for the Administration Department, Burial Services and the Training Department for January 2023 (copies of which had been previously circulated) which revealed that the expenditure amounted to £155,026.55, £45,344.48 and £84,464.53 respectively.

**RESOLVED** that the reports be noted.

**422. FINANCIAL ASSISTANCE**

*Cllr. N. A. Stephens declared a personal interest in item (7) below as his father was a member of Wanderers Bowls Club.*

Consideration was given to applications received for financial assistance and it was

**RESOLVED** that:

- (1) L Bryant – that the application be noted;
- (2) Cruse Bereavement – that a contribution of £100 be made;
- (3) Incredible Edible Carmarthenshire CIC – that a contribution of £100 be made;
- (4) Llanelli Veterans Association – that a contribution of £100 be made and further information be obtained about the work of the organisation;
- (5) Llangollen 2023 – that a contribution of £50 be made;
- (6) Macmillan Cancer Support – that a contribution of £50 be made;
- (7) Wanderers Bowls Club – that a contribution of £50 be made.

**423. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960**

**RESOLVED** that in view of the confidential nature of the business to be transacted, the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

*Cllr. A. G. Stephens left the meeting.*

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**424. TRAINING DEPARTMENT  
(1) LICENCE AGREEMENT APRIL 2023 TO MARCH 2024  
FOOTHOLD ENTERPRISE VILLAGE, BURY ROAD, LLANELLI**

Members considered correspondence from the Chief Executive, Foothold Cymru enclosing a Licence Agreement for the coming year in connection with the council's use of the training premises at Machynys, Llanelli.

**(2) TRAINING FACILITY – FOOTHOLD ENTERPRISE VILLAGE  
BURY ROAD, LLANELLI**

Members received correspondence from the Chief Executive, Foothold Cymru regarding the intention to charge rent for the facilities at Machynys from 1 April, 2023, going forward.

Currently, the training facility was hosting the successful Prince's Trust programme which was due to operate until June 2023.

Following a lengthy discussion of the draft terms set out in the agreement, it was

**RESOLVED** that:

- (1) Officers be granted delegated powers to further negotiate the terms of the Licence Agreement with the Landlord and in light of an independent market valuation report prepared for the council by Mallard Estate Agents.
- (2) In the interim, alternative accommodation shall be also investigated by officers to potentially run future Prince's Trust Programmes, in case negotiations with the Landlord prove to be unsuccessful or because they do not yield best value for the council, with such accommodation potentially being provided in-house, at one of the council's community halls, or provided under a new private rental agreement with a different Landlord.
- (3) On a general point to satisfy the principles of sustainability, officers garner more information on the future status and viability of the Prince's Trust programme and report back to a future meeting of the Finance and General Purposes Committee.

**425. COUNCIL ASSETS – PROPERTY PORTFOLIO  
INSURANCE REINSTATEMENT VALUATIONS**

Following advice received from the council's insurance provider, members considered correspondence from Mallard (Wales) Ltd informing of the proposed fee for providing updated insurance reinstatement valuations for the council's property portfolio. The company had previously provided valuations for the council as part of a general exercise conducted in October 2021 and so had access to the council's property records. The only change to the records list affected White Lion Depot, where the lease for that property was legally surrendered on 25 March 2023. Members were informed that price increases associated with the cost of materials, had seen reinstatement costs rise recently by as much as 25%, meaning that the valuations performed in 2021 were now obsolete, resulting in the current property portfolio being under-valued for insurance purposes. No money had been earmarked in the budget to facilitate the company performing a desk top exercise to update the reinstatement values. However, given its importance and to mitigate risk in the event of having to make an insurance claim, officers recommended that the cost of the work be met from general reserves.

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Following discussion, it was

**RESOLVED** that the quotation in the sum of £1,600 plus VAT from Mallard (Wales) Ltd, Avenue Villas, 2 – 4 Station Road, Llanelli, SA15 1AB be accepted.

**426. SPORTING FEES – VAT**

Members received information advice from Parkinson Partnership on applying VAT on charging fees for the use of sporting facilities. The council was currently applying VAT on hire charges for the use of the astroturf pitch at Dafen Park. The advice stated that such fees were now exempt from VAT. This had been subsequently verified as correct with follow up checks being made direct with His Majesty’s Revenue and Customs (HMRC). Henceforth, the council would stop charging VAT for the use of its facilities and would need to compile and submit a claim to HMRC for a refund of such VAT declared in connection with the use of the astroturf facility dating back to September 2022, when the facility was first made available for public hire. The Finance Manager stated that the VAT claim would amount to £500 which would be subsequently refunded to entitled patrons in due course.

Following discussion, it was

**RESOLVED** that the advice received be noted and acted upon with immediate effect.

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The meeting concluded at 5.51 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 12 April, 2023, adopted by the Council.