

## Minutes of LCC Finance & Development Committee Meeting

14<sup>th</sup> November 2016

**Present:** Cllr A Henderson (Chairman)  
Cllr K Dew  
Cllr E Jeffery

**Apologies:** Cllr Y Edwards

**Absent:**

**In attendance:** Ms H K Jones (Clerk)

**F 30** Apology for absence from Cllr Edwards was received and accepted.

**F 31** There were no declarations of interest.

**F 32** The monthly transaction listings for October were accepted by the Committee.

**F 33** The Bank Statements and Bank Reconciliations were accepted by the Committee.

	<b>Opening balance 01/10/16</b>	<b>Closing Balance 30/10/16</b>
<b>Unity Trust - current</b>	132,716.36	128,053.65
<b>Pocket Card</b>	205.00	205.00
	<u>132,921.36</u>	<u>128,258.65</u>

**F 34** The Committee noted and approved the following payments already made/planned:

<b>Method</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
DD	28/09/16	Rombourne Ltd	Office rent – November	540.00
SO	11/11/16	MicroshadeVSM	Citrix hosting - Oct	83.10
SO	10/12/16	MicroshadeVSM	Citrix hosting - Nov	83.10
Chq 300173	14/11/16	BT	Adoption fee for Llandevaud phone kiosk	1.00

**F 35** The Committee approved the following payments:

<b>Method</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BACS		Cllr Carol Bryant	Planting	420.00
BACS		David Ogilvie Eng. Ltd	Lectern and 3 school benches	1602.00
BACS		City Ink Express	Printer for Llanmartin Res Assoc	437.08
BACS		H K Jones	Salary – October	670.05
BACS		Torfaen BC	Pension - October	254.87
BACS		Cllr Chris Pike	Mileage expenses	4.50

**F 36** The Committee authorized the transfer of £1,000 to LCC's Pocket prepaid card to cover Christmas expenses

**F 37** The Committee noted that a duplicate payment of £180 had been made to One Voice Wales on 11<sup>th</sup> October. This had been refunded on 9<sup>th</sup> November.