

Newport Town Council Budget & Finance meeting report 4th November 2009.

Present: Byron James, James Davies, Dai Webb and Paul Harries.

Apologies: None

1. The minutes of the Budget & Finance meeting held on the 9th Oct 2009 have been read and agreed at the Full Town Council meeting on the 26th Oct 2009.
2. Matters Arising - None
3. BDO Stoy Auditors.
* Original Annual return to be collected from clerk by DW. The chairman will initial the agreed changes.
DW to collect the Significant variances and Bank Reconciliation documents and the Fidelity Guarantee Insurance. *
Lloyds Bank to be chased for a reply to our letter regarding signatories.
DW to confirm the extension granted for our reply to BDO Stoy.
4. Green Festival request for financial assistance.
The Green festival occurring on the 28/11/09 are to be requested to provide a copy of last years accounts & a brief letter informing us of the organisers and organisation of the event.
5. Bus shelter plants.
The poor state of the Bus Shelter gardens was commented on.
Three invoices have been recd. Penrallt - £43.02 & £51.15 and Moorland cottage Brynberian £105.00.
The sum of £90.00 has been paid.
This committee would like to see the actual invoices prior to making a decision. DW to collect from the Clerk. *
6. Bob Brown recommendations re accounts
Invoices to be numbered, payment date and cheque no. to be written on invoice.
Petty Cash was considered N/A
Invoices to be stapled together monthly. *
Clerk to be requested to comply.
7. JJ Accounting Invoice to be sent to Clerk
8. Quarterly Reports to end Sep 09 presented and accepted.

Meeting closed 18:30