

**MINUTES OF THE VIRTUAL MEETING OF THE AUDIT & PERSONNEL SUB-COMMITTEE
OF BEAUMARIS TOWN COUNCIL HELD ON MONDAY 19 OCTOBER 2020**

PRESENT: The Deputy Mayor Councillor R A Jones
Councillor A N Gough
Councillor A J V Grant
Councillor H Mattocks
Councillor L J Roberts
Councillor M G Sarsfield
Councillor S Zalot

**The Administrative Officer was in attendance
The Project Officer was in attendance**

APOLOGIES: There were no apologies for absence

Councillor M G Sarsfield took the Chair

1.0 DECLARATIONS OF INTEREST

There were no declarations of interest

2.0 FINANCIAL MATTERS

2.1 Review of income and expenditure 1 April – 30 September 2020

A comparison report of income and expenditure for the period 1 April 2019-30 September 2019 and the same period for 2020 had been previously circulated to members. It was noted that the finances were roughly £150,000 down on this time last year. It was agreed that under the circumstances the situation was better than had been expected.

A Councillor reminded members that a Loss of Income grant had been applied for from the Welsh Government which, if successful, would help with the deficit.

The Administrative Officer expressed concern about creating the Rates Estimates and Precept for 2021-2022 as it was impossible to predict what the situation would be in the future. It was recommended that the office contact One Voice Wales for advice as other Councils would be in the same predicament.

A Councillor stated that the Green needed urgent attention. The Project Officer updated the meeting on the latest developments on this ongoing project.

It was agreed that careful consideration be shown in relation to capital expenditure in the near future.

2.2 Covid issues

Lockdown in Wales had been announced starting from 6.00 pm on Friday 23 October until Monday 9 November. The Project Officer announced that as Leisure facilities were to close for the duration, the Gaol and Courthouse would close at 6.00 pm on Friday. Playgrounds could remain open and therefore one toilet block would be kept open. Various options were considered for the Gaol & Courthouse and maintenance staff.

Concern was expressed that any decision as regards the staff could not wait until the next Council meeting on 2 November. It was proposed that due to extenuating circumstances owing to the lockdown announced, consideration be given to all staff and that furlough be applied where appropriate. The position to be reviewed during this period by the Administrative Officer and the Project Officer. The proposal was seconded and carried unanimously.

3.0 PERSONNEL MATTERS

3.1 NJC Pay Scales 2020

Copies of the new Pay Scales from 1 April 2020 had been previously circulated to members for information. The Administrative Officer confirmed that the new pay scales had been implemented and staff had been backpaid to 1 April.

A member reminded the meeting that Job Evaluations had been completed by Anglesey County Council and asked if they had been implemented. The Administrative Officer advised that the Job Evaluations had not yet been put into place.

3.2 Covid issues

A question was asked as to whether any staff to be furloughed would receive letters as they had in the past. The Project Officer advised that this was not necessary unless it was for a member of staff who had been employed since the previous lockdown.

The Administrative Officer asked for guidance with reference to the Green car park staff. Advice on the subject was given by the Chairman, with the Committee concurring with the advice given.

The Administrative Officer and the Project Officer left the meeting

- 3.3** The Deputy Mayor stated that the Administrative Officer had been Acting Town Clerk since the resignation of the Town Clerk at the end of August. The advice of One Voice Wales had been sought by the Town Mayor. The advice given had been that if a member of staff temporarily took on the role of Town Clerk they should be paid at the same rate for the duration. It was recommended that the Administrative Officer should receive the same rate of pay, pro rata, since the end of August.

The Administrative Officer and the Project Officer rejoined the meeting

Meeting closed at 8.00 pm