

**MINUTES OF THE VIRTUAL MEETING OF THE AUDIT & PERSONNEL SUB-COMMITTEE OF
BEAUMARIS TOWN COUNCIL
HELD ON MONDAY 15 NOVEMBER 2021 AT 7.00 PM**

PRESENT: The Town Mayor Councillor Rh A Jones
The Deputy Mayor Councillor M G Sarsfield
Councillor A N Gough
Councillor A J V Grant
Councillor H Mattocks

The Town Clerk was in attendance

APOLOGIES: Councillor L J Roberts
Councillor S Zalot

Councillor A N Gough took the Chair

11.0 DECLARATIONS OF INTEREST

There were no declarations of interest disclosed.

12.0 FINANCIAL MATTERS

It was proposed, seconded and carried unanimously that the Press and Public be excluded from this and the remaining matters on the Agenda as it was financially sensitive as well as of a legal concept, and issues of staffing would be raised which is confidential.

12.1 Half yearly figures and budget

The Town Clerk had circulated the figures to Councillors and reminded them that they were confidential. She explained them to the Councillors and answered questions.

12.2 Charges – Residents Passes and Second Homes

The Town Clerk raised the issue of charges.

A discussion took place.

It was agreed that these may be changed with the preparation of the rate estimate

13.0 AUDITS

13.1 Review of Leases and License

The Town Clerk explained that these needed to be updated and reviewed.

It was proposed seconded and carried unanimously that the Town Clerk review all Leases and Licenses and if required have them updated.

14.0 POLICIES

The Town Clerk explained she was currently amending the Dispute Resolution Protocol as it had been recommended by One Voice Wales that all Town Council and Communities Council should revisit it.

The Town Clerk wished to adopt further policies, drafts had been circulated.

It was proposed seconded and carried unanimously that the Town Clerk liaise with agents on the content of these policies and report back to the Committee.

15.0 STAFFING MATTERS

15.1 Covid Government Guidelines

The Town Clerk explained that Wales remained in Level 0 and that the guidance still to staff was where possible to work from home. Also this meant that the main Town Hall was still regarded within the office location. She also said that she had researched the matter and taken advice from the Environmental Health – Public Protection Department of the Isle of Anglesey County Council.

It was proposed seconded and carried unanimously that the Town Clerk prepares an announcement to be made public as to the reasons why the Town Hall cannot be available to the public for the time being.

15.2 Staffing

The Town Clerk provided an update on current staffing issues and her vision and the fact she would be recruiting office staff.

She stated that the office would close from the 22 December until 4 January and all staff would be off as it had been a difficult year to take holidays. The Town Clerk would be available if there was an emergency.

It was proposed, seconded and carried unanimously that the Town Clerk be appraised by the Mayor and Chair of the Audits and Personnel.

It was proposed and seconded that the press and public should be re-admitted to the meeting