

**MINUTES OF THE VIRTUAL AUDIT & PERSONNEL MEETING OF BEAUMARIS TOWN
COUNCIL
HELD ON WEDNESDAY 18th MAY 2020 AT 7.00 PM**

PRESENT: The Town Mayor Councillor C J Theakston
The Deputy Mayor Councillor R A Jones
Councillor A N Gough
Councillor H Mattocks
Councillor D R Owen
Councillor M G Sarsfield

The Town Clerk was in attendance

APOLOGIES: Councillor D T Evans
Councillor D W Gallichan
Councillor A J V Grant
Councillor J Zalot
Councillor S Zalot

Councillor Sarsfield took the Chair

1.0 DECLARATIONS OF INTEREST

There were no declarations of interest

2.0 FINANCIAL MATTERS

2.1 Impact of coronavirus

Due to the sensitive nature of the planned discussion via virtual technology, it was decided not to proceed with this topic and to research best practice regarding safeguarding and sharing of confidential information. Item to be further discussed at the next Finance & Planning meeting.

Recommendation to Council (unanimous)

The Town Clerk to request best practice from IOACC.

2.2 Thomas Close Play Area Maintenance

The Town Clerk explained the amount of work that is required in the Play Area. A member stated the background to the item being on the agenda following previous discussions from the F& P meeting on the 24/02/20. A member explained the historic background maintenance arrangements for the Play Area.

Recommendation to Council

It was decided to allow the Town Council staff to cut the area on this instance. The seasonal maintenance decision will be discussed further at the next Greens & Building meeting.

3.0 PERSONNEL MATTERS

3.1 Update on Coronavirus Job Retention Scheme

Councillor Sarsfield explained that 2 members of staff have returned to work following furloughing and that one member of staff has filed a complaint due to the furloughing process. This matter is being dealt with by the Town Clerk.

The Town Clerk stated that the first Furloughing claim has been received and that there is sufficient work at present for the current staff and there is no need to bring back further staff at this moment.

A member stated that further work is required around the Green area. Further discussion took place regarding the need to prepare public spaces ready for when the restrictions are relaxed and the impact this will have on costs and the need to bring forward planned project. It was suggested that further contact-less technology should be considered and the possibility of asset transfer of the Castle Toilets.

Recommendation to Council

The Town Clerk to contact IOACC regarding the asset transfer of the Castle Toilets and obtain costs of additional contact less equipment.

3.2 Staff Leave

Councillor Sarsfield explained that a small number of staff had excessive carry over leave from 2019/20 and that the Town Council had previously agreed to pay staff for this leave less the five days allowed to carry over. The Town Clerk stated that this amounted to 21.5 days in total.

A member mentioned the use of the on-line Breathe HR system

Recommendation to Council

To proceed so as to allow staff the correct amount of leave carried over to 2020/21. Councillor D Owen to pass on details of the HR system.

3.3 Job Evaluations

The Town Clerk stated that staff job descriptions have been forwarded to Anglesey County Council HR department for scoring.

Recommendation to Council

The Town Clerk to circulate copies of the job description to all Councillors.

Date of next meeting 8th June 2020.

Meeting closed at 7:50pm

.....
**Chair
Councillor M Sarsfield**

Date