

**MINUTES OF THE MEETING OF THE AUDIT & PERSONNEL SUB-COMMITTEE OF
BEAUMARIS TOWN COUNCIL
HELD ON MONDAY 16 JUNE AT 7.30 PM IN THE TOWN HALL**

PRESENT: The Town Mayor Councillor I Davies
The Deputy Mayor Councillor J P Zalot
Councillor G Evans Jones
Councillor A J V Grant
Councillor C J Theakston
Councillor S Zalot

The Town Clerk was in attendance

APOLOGIES: Councillor B L Kotkowicz

Councillor J P Zalot took the Chair

1.0 DECLARATIONS OF INTEREST

There were no declarations of interest

2.0 TO ELECT A CHAIRMAN FOR THE FORTHCOMING YEAR

It was proposed, seconded and carried unanimously that Councillor Gwen Evans Jones be elected Chairman for the forthcoming year.

Councillor Evans Jones took the Chair

3.0 TO ELECT A DEPUTY CHAIRMAN FOR THE FORTHCOMING YEAR

It was proposed, seconded and carried unanimously that Councillor Theakston be Deputy Chairman.

4.0 FINANCIAL MATTERS

4.1 Anglesey CCTV System

The press and public were excluded to discuss matters of public security

The Town Clerk gave a report on meetings that he had attended with representatives of the five towns, firstly with Insp Blackwell of North Wales Police and subsequently with Gwen Carrington and officers of Anglesey County Council. During these meetings it had been agreed that the CCTV systems would not be turned off as planned.

An interim monitoring system would be left in place, and each town would appoint a data protection officer to take responsibility for the CCTV cameras in their area. He had registered himself as the person responsible for Beaumaris.

Financing the longer-term operation of the CCTV system would be investigated during the coming few weeks.

The press and public were re-admitted to the meeting.

Recommendation to Finance & Planning Committee:

Council endorse the actions by the Town Clerk

4.2 The Town Clerk said he had had a meeting with a senior officer of the County Council to look at the pay-on-entry meters and signage to be installed at both the Archway and Castle Public Toilets. The pay-on entry-machine would take 5p, 10p

and 20p coins and would be recessed into the walls. The electronic door locking mechanism would cease to hold the doors shut in the event of a power failure. There would also be a mechanical door release system. Despite this, notices had been prepared that required a phone number should a person become trapped inside the Conveniences. The Town Clerk said he felt it would not be appropriate to put a personal telephone number or that of the Council office on these notices. It was suggested that the Town Council mobile telephone number used by staff during working hours should be provided. This number would not be on display except inside the public conveniences. It was agreed to ask Council staff if they had any objections and to offer recompense in the unlikely event they were called out outside of their normal working hours.

Members agreed that 'Beaumaris Town Council' should appear at the top of each of the notices, and in keeping with the Town Council's Welsh Language Policy, the English notice should appear above the Welsh one.

4.3 The Town Clerk gave a summary of the income from the Green and Happy Valley from April to date. The income was compared with that for the same period in 2013. It was noted there had been a general increase in income, except for the barrier. This was no doubt due to longer opening times for the Green Attendants' Hut. Members were circulated with lists of receipts to allow a week-by-week evaluation of the income. Members agreed that the income for this three months was satisfactory.

4.4 There was a discussion about the presence of camper vans overnight on the Green. The possibility of imposing an overnight charge was discussed, but some members felt this would encourage the Green to be used as an overnight camping site.

There was a discussion about the possibility of installing a height barrier at the entrance to the Green. It was noted that this could cause problems for persons parking legitimately.

Recommendation to the Finance and Planning Committee:

That an estimate be obtained for the installation of a height barrier and the purchase of a sign suggesting a £50 fine for overnight parking of camper vans.

5.0 PERSONNEL ISSUES

5.1 There was a discussion concerning the opening and closing times for the Green. The Town Clerk advised that there were no fixed times for the Green Attendant to be in place; the hours were flexible and depended on the weather and visitor numbers. The presence of the car park barrier allowed this flexibility and reduced overall staff costs on quiet days.

9.00 pm Councillor Theakston left the meeting

5.2 The Town Clerk said there had been a problem with the opening of the toilets on a recent Sunday. He gave an outline of what had occurred and said that he would be investigating the matter further. One operative did not wish to continue working, and he was intending to set up a new system in conjunction with the staff foreman. This system would specify the work to be undertaken at each visit, and there would be a log of the person responsible for ensuring the cleanliness of the public conveniences.

5.3 Office staff had commented on a substantial increase in e-mails and telephone calls from members. The office was further disrupted by enquiries from the Tourist Information Point, with visitors ringing the call bell for general information.

It was agreed that a notice should be placed at the call point, advising that it was for Council business only. In addition, at the next Finance and Planning Committee meeting, members should be reminded of the office opening times. Clearly in urgent situations, members should contact the Town Council office, but otherwise matters should be placed on the next appropriate agenda for full discussion. No members were permitted to give instructions to staff or undertake the functions of the Council unless nominated to do so by a Council meeting. It is not permitted to hold meetings with County Council officers or other bodies and make decisions.

6.0 DATE AND TIME OF NEXT MEETING

It was agreed that the Chairman should liaise with the Town Clerk to fix an appropriate date as and when a meeting was required.