

**MINUTES OF THE MEETING OF THE FINANCE & PLANNING COMMITTEE OF  
BEAUMARIS TOWN COUNCIL  
HELD ON MONDAY 24 FEBRUARY 2020 AT 7.00 PM IN THE TOWN HALL**

**PRESENT:** The Town Mayor Councillor C J Theakston  
The Deputy Mayor Councillor R A Jones  
Councillor D T Evans  
Councillor D W Gallichan  
Councillor A N Gough  
Councillor A J V Grant  
Councillor H Mattocks  
Councillor D R Owen  
Councillor L J Roberts  
Councillor J A Rowlands  
Councillor M G Sarsfield  
Councillor J P Zalot  
Councillor S Zalot

The Town Clerk was in attendance  
Assistant Administrator was in attendance

**APOLOGIES:** Councillor K M Jones

**The Deputy Mayor took the Chair**

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**129.0 DECLARATIONS OF INTEREST**

Councillor S Zalot declared a prejudicial interest in item 134.1.9 Victorian Christmas event, as his Daughter-in-law was Chair of the organising committee.

Councillor J A Rowlands declared a prejudicial interest in item 138 Beaumaris Food Festival as Chair of the Canolfan which has a relationship with the Food Festival.

**130.0 TO CONSIDER PLANNING APPLICATIONS**

There were no Planning Applications for consideration.

**131.0 TO RECEIVE PLANNING DECISIONS**

No planning decisions had been received.

**132.0 OTHER PLANNING MATTERS**

**132.1** A member informed the meeting of a piece of land behind Rose Hill was up for sale and that the Town Council should consider purchasing it. It was noted that this would be a good asset and was an ideal location for much needed storage facilities and a possible small workshop for the Council. It had originally been sold for £75k, and was currently on the market for £110k.

A member supported in principal the purchasing of the land, and suggested the area could be used for community use, such as allotments.

A member noted that the land had been up for sale in 2013, and whilst the Town Council had intended to purchase it, it had been already sold. An agreement had been made with the then Fire Service for small pumps to be stored at this location in the event of floods in the Town.

A Member suggested employing a surveyor to assess and value the land before deciding on the possible purchase of the land.

The Town Clerk informed the members that the agreed rates estimates for 2020 – 2021 had made no provision for this sort of investment and purchase. Under the guidelines and requirements from the Auditing body of Wales a Town Council was bound by protection rules in regards to its assets and finances.

A member highlighted the requirements as outlined in the Beaumaris Town Council Model Financial Regulations 2019 for Wales in regard to assets, property purchase and estate management.

A member asked about Town Councils taking out loans or mortgages to make such a purchase and within the rates estimates a possible deposit from the contingency fund could be used for a loan. The Town Clerk explained that he would need to review the rates estimates.

**Recommendation to Council (unanimous):**

The Town Clerk to investigate the requirements and procedures for purchasing the piece of land behind Rose Hill, to seek professional advice from a surveyor and to update the Council accordingly.

- 132.2** There was a discussion about the possible use of the school premises.  
It was proposed and seconded that the discussion concerning the school be referred back to the next Finance and Planning Committee meeting.

**133.0 BILLS FOR PAYMENT**

**133.1 Balances as at 24 February 2020**

Business Direct Reserve	326,242.42
General	125,132.22
Imprest	6,053.11
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Total	457,427.75
Less VAT due	0.0
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<b>Total</b>	<b>£457,427.75</b>

**133.2 Imprest a/c payments since last meeting on 27 January 2020**

30 January	
Net Pay	6,125.53
6 February	
Gwynedd Council	2,280.60
HMRC	1,835.75
Net Pay (+ 2 weeks in advance – Staff leave)	3,865.97

**133.3 Mastercard Payments January**

<b>T W Ashenden</b>	
Indeed - Recruitment advertising	39.05
All Slates UK – Slates for Gaol	64.68

**J A Waddicor**

Corido.co.uk – Memorial bench	219.99
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**N J Baguley**

Total Tiles – Tiles for Gaol	64.49
Celtic Sustainables – Claypaint for Gaol	65.00
Celtic Sustainables – Claypaint for Gaol	124.99
e-bay – Cork Notice Boards	45.80
e-bay – Telephone for Gaol Reception	27.98
Direct Trade Supplies - Lamps for Gaol	147.17
Celtic Sustainables – Claypaint for Gaol	114.50

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<b>Total for month</b>	<b>£913.65</b>
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**133.4 Bills for payment**

5763 Anglesey Fabrication – Repairs to Public Toilet door	40.00
5764 W O Jones – Town Crest for Gaol	78.00
5765 Wales in Bloom – 2020 Entry fee	85.00
5766 ASL – Photocopier metered units	108.79
5767 Alpha Business Centre – Stationery	119.20
5768 Wyn Roberts – Travel expenses	120.60
5769 F E Roberts – Fuel, January	131.30
5770 Evans Bros – Items for Public Toilets etc	204.03
5771 Roofrite – Repairs at Gaol (January)	300.00
5772 J Alun Foulkes – Internal Audit fee 2019	350.00
5773 One Voice Wales – Annual membership fee	364.00
5774 Western Platforms – Hire of Cherrypicker	366.00
5775 Snowdonia Fire – Service at Gaol/Courthouse	1,073.34
5776 Huws Gray – Materials for repairs at Gaol	1,415.58
5777 Playdale Playgrounds – 50% deposit on Twin Rider	1,529.40
5778 Emblem Print Products – Souvenirs for Gaol/Courthouse	1,661.90
5779 Cynan Electrical – Work carried out at Gaol	1,803.27
5780 Roofrite – Repairs at Gaol (February)	300.00
5781 BTC Imprest a/c – Payroll, March	17,000.00
5782 Petty Cash	250.00
5783 Karen Johnson – Travel/Miscellaneous expenses	60.46

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<b>Total</b>	<b>£27,360.87</b>
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The Chair pointed out that there would be a need to comply with the requirements of the Modified Model Financial Regulations regarding authorisation after the regulations had been adopted.

It was proposed, seconded and carried unanimously that the bills be paid.

**134.0 CORRESPONDENCE**

134.1 Correspondence read out

134.1.1 Director of Function, Anglesey County Council: Temporary Road Closures Order: Menai Suspension Bridge to Gallows Point on Sunday 1 March for Anglesey Half Marathon  
The correspondence was noted as received and that relevant signs are to be put out confirming that businesses are still open and operating normally in the town.

134.1.2 Director of Function, Anglesey County Council: Temporary Prohibition of Through Traffic B5109 for Flood Alleviation Scheme  
Noted.

- 134.1.3 Head of Highways, Anglesey County Council: Request for Temporary Road Closures on Rating Row on 28 & 29 November 2020 for Beaumaris Victorian Christmas  
Noted. The need to bring the road closure to the attention of the Catholic Church was pointed out.
- 134.1.4 Land Officer, SP Energy Networks: Request for Wayleave Consent for Alterations to electricity network at the Green, Beaumaris  
The Town Clerk explained the proposed works to lay a cable on the road and some part of the grass area of the Green with a request to complete and sign the Wayleave Consent documentation.  
A member noted that a consent for Wayleave would give access to the Green on a permanent basis.  
**Recommendation to Council (unanimous):**  
The Project Officer to investigate the Wayleave Consent and obtain any necessary legal advice before reporting back to Council.
- 134.1.5 Leisurelines/Sonia of Beaumaris: Request for further six year lease  
The Town Clerk explained the lease details of the shops, and increases in the rental value based on the retail price index. Local valuations had been sought in comparison with similar premises. It was noted that the matter had been discussed previously and that an earlier letter from the tenants requesting a further six year lease had not been answered.  
A member asked when the current leases expire. The Town Clerk reported that they had expired as of October 2019.  
A member raised a point about the trading conditions for shops in the Town and that a moderate and realistic rent should be considered for future years.  
**Recommendation to Council**  
It was agreed by a majority that that three agents should be approached in regard the rental values of Leisurelines/Sonia of Beaumaris and that these be reviewed at an upcoming Audit and Personnel Sub-Committee with subsequent recommendations being made to a future Finance and Planning Committee.
- 134.1.6 G & G R Jones: Flood Gates opposite Green Edge  
The Town Clerk informed the meeting of a letter that had been received from a local resident in regard to a request for obtaining eight keys for the flood gate opposite Green Edge.  
The Town Council representative and Flood Warden for Beaumaris explained that it was not possible for keys to be issued. Any flood protection for the town was carried out in accordance with the IoACC's flood plans.  
**Recommendation to Council (unanimous):**  
It was agreed that the correspondence be sent to Huw Percy at IoACC for review.  
The office would acknowledge the letter and would inform them that the IoACC would reply to their correspondence.
- 134.1.7 Thomas Close Play Area Association: Request to include maintenance costs for the Play Area to be included in Council Contract  
The Town Clerk explained the maintenance contracts and costs for maintaining the Thomas Close Play area. A member questioned the recent contracts for maintenance in the town and asked whether this area was covered in these new contract arrangements. A member asked if the Council staff had the time and resource to do this maintenance. The Town Clerk replied they did not. It was pointed out that originally the Association were to fund this expense themselves with monies from fundraising activities, however, over the years the Town Council had been funding this through annual grant applications.  
**Recommendation to Council (unanimous):**  
It was agreed that the Thomas Close Play Area Association's request to include maintenance costs for the Play Area be included in the Council Contract and be referred to the Audit and Personnel Sub-Committee for review and subsequent recommendations made to a Finance and Planning Committee meeting.
- 134.1.8 Valuation Office Agency – Appeal concerning Rates for the Green  
The Town Clerk gave an update on the appeal. The Valuation Agency Office required evidence of the income from 2013, 2014 and 2015.

A member recommended that expenditure of the upkeep and maintenance of the Green should be included in the ongoing appeal.

**Recommendation to Council (unanimous):**

The Town Clerk to pursue the appeal concerning the rates valuation for the Green, and to provide the requested income and expenditure.

- 134.1.9 Mrs Sarah Zalot: Request for use of Marquee and free parking on the Green for 28/29 November for Victorian Christmas event

*Councillor S Zalot left the meeting*

A member commented on the recent inclement weather and the resulting damage to the Green. It was suggested that the Coach Park by the Castle be the priority parking facility with vehicles then allowed access on the Green with active marshalling as had been provided in previous years for this event.

**Recommendation to Council (unanimous):**

It was agreed to support the request for use of Marquee and free parking on the Coach Park and Green for 28/29 November. With priority given to parking on the Coach Park and marshalled parking on the Green.

*Councillor S Zalot returned to the meeting*

- 134.1.10 Beaumaris Rowing Club: Request to use the 'Stones' area of the Green to park boats/trailers for races on Saturday 30 May and Sunday 19 July 2020

**Recommendation to Council (unanimous):**

It was agreed to support this request.

- 134.1.11 David Huntington: Request to use Town Hall for Dog Training Classes

A discussion raised concerns of the condition of how the Town Hall had been left on previous occasions for this use.

**Recommendation to Council (unanimous):**

It was agreed by a majority not to give permission for Dog Training Classes in the Town Hall.

**134.2 CORRESPONDENCE NOT READ OUT**

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|----------|--------------------|---|
| 134.2.1  | Anglesey C Council | Executive's Forward Work Programme  |
| 134.2.2  | Anglesey C Council | Memorandum of Understanding   |
| 134.2.3  | Anglesey C Council | Play for the Community Conference   |
| 134.2.4  | One Voice Wales    | Training opportunities  |
| 134.2.5  | One Voice Wales    | Spring Clean Cymru 20/3/20 – 13/4/20  |
| 134.2.6  | One Voice Wales    | Consultation Events Beyond Recycling  |
| 134.2.7  | Wales Audit Office | Consultation on Future Audit Arrangements C Councils  |
| 134.2.8  | Wales Audit Office | Financial Management & Governance C & T Councils  |
| 134.2.9  | Medrwn Mon         | Dan Do Mon Newsletter   |
| 134.2.10 | Snowdonia Fire     | CCTV & Intruder Alarms systems Gaol & Courthouse  |
| 134.2.11 | Cathy Rowlands     | Honorary Burgess Event  |
|          |                    | <i>A member asked about the scheduled date for this event. The date would be finalised for late March 2020.</i> |
| 134.2.12 | W T F C            | Cancellation of Annual Dinner 15 February   |
| 134.2.13 | Philippa Holden    | Donation to David Hughes Centre   |
| 134.2.14 | Gwynedd Council    | 'Understanding the Employer Role' workshops   |
| 134.2.15 | Wales C H C        | Press Release – Vascular Services   |
| 134.2.16 | Medrwn Mon         | 'Piws' (Hidden Disabilities) Pilot Request  |
| 134.2.17 | Lauren Hinchcliffe | Perception of Beaumaris Questionnaire   |
| 134.2.18 | One Voice Wales    | Betsi Cadwaladr Reference Group Meeting Report  |
| 134.2.19 | Ellis Whittam      | February Newsletter   |
|          |                    | Send correspondence to the Chairman of the Audit and Personnel Sub-Committee.                                   |
| 134.2.20 | Ellis Whittam      | Latest updates to The Good Work plan  |
|          |                    | Send correspondence to the Chairman of the Audit and Personnel Sub-Committee.                                   |
| 134.2.21 | North Wales Police | Damaged Sea Front Benches   |
| 134.2.22 | Sprytar            | Generating Activities in Parks  |
| 134.2.23 | Medrwn Mon         | Seiriol Good Turn Scheme (Welsh Version)  |
| 134.2.24 | I R P for Wales    | Draft supplementary Report – Costs of Care  |

134.2.25	Wales Audit Office	Accounts qualified at a third of T & C Councils
134.2.26	St David's Hospice	New Hospice Unit at Holyhead
134.2.27	City of Chester Council	'Save the Dates' announcements
134.2.28	The Puffin	February issue
134.2.29	IRP Panel	Annual Report February 2020
134.2.30	One Voice Wales	Green Growth Funding opportunities for C & T Councils
134.2.31	One Voice Wales	Innovative Practice Awards Ceremony

134.3 Facebook direct messages  
A request for CCTV footage regarding the window vandalised at the Candy Cane shop had been sent to the office for follow-up and action.

**135.0 TO RECEIVE SUB-COMMITTEE REPORTS:**

135.1 Audit & Personnel dated 10 February 2020

A member raised a point about item 3.6 about possible premises for Town Council offices, and suggested that it be 'general availability of premises in the Town'.

With the above point it was resolved to accept the minutes as a true and correct record and adopt the recommendations.

**136.0 THE CHAIR INTRODUCED AN EMERGENCY ITEM TO THE MEETING.**

*It was proposed, seconded and carried unanimously that the press and public and the member of staff not on the selection panel should be excluded for a confidential discussion concerning matters regarding staff recruitment.*

An update on staff recruitment was given. The panel was re-formed to be tasked to meet the necessary candidates as required.

*It was proposed, seconded and carried unanimously that the press and public should be readmitted.*

**137.0 MODIFIED FINANCIAL REGULATIONS**

The Town Clerk presented the modified model financial regulations for the Town Council.

A member highlighted that the Council also needed to move to new standing orders.

A member suggested that sections of the accepted modified financial regulations be scrutinised by future Audit and Personnel Sub-Committee meetings.

A member asked about 6.20 and suggested that this be modified in line with the originally agreed terms of the Council's use of business credit cards.

A member suggested that item 3 be modified to give Councillors more time to review the annual estimates (budgets) and forward planning, and that December should be the final date for the draft preparation of the budget rather than January.

**Recommendation to Council (unanimous):**

It was agreed to accept the modified financial regulations subject to amendments made to item 3 and 6.20.

**138.0 BEAUMARIS FOOD FESTIVAL: DIRECTORS' REPORT AND FINANCIAL STATEMENTS AND DONATION REQUEST**

*Councillor J A Rowlands left the meeting*

The Town Clerk presented the donation grant application and supporting accounts from the Food Festival Ltd. A discussion covered various points, including: correspondence between

the Food Festival and the Town Council, contradictory figures reported in their accounts and website regarding donations made to good causes, numbers attending the two day event, a significant decline in the donation to the Canolfan, a lack of discussion and negotiations to agree forward dates and terms of use of the Green with the Town Council, the Chamber of Commerce's concerns and detrimental effects to some local businesses in the town. It was noted that Beaumaris Food Festival was a limited company and therefore a commercial business. It was noted that there a number of food festivals run by Anglesey Events Ltd and that the Beaumaris Food Festival was no longer an exclusive event. These types of events had increased over the years, but had diluted the original aims of showcasing the best of local food and produce whilst being run as a key fund raising event for the Canolfan. It was suggested that a meeting of the Food Festival, Town Council and representatives of the Canolfan should meet to discuss the aims of the event, and its benefits to the Canolfan and the town more generally.

**Proposal to Council 5 in favour/6 against**

The Food Festival Limited could not use the Green to hold its event. The Council would consider would invite the Canolfan to see if they would be prepared to run a food festival purely as a fund raising activity.

**Recommendation to Council 8 in favour / 2 against**

To write to the organisers of Beaumaris Food Festival Ltd informing them that they would not be allowed to operate the event on the Green in 2021.

**Recommendation to Council (unanimous):**

To refuse the grant application.

**Recommendation to Council (unanimous):**

The Food Festival Limited may use the Green for this year's event on condition of an agreed contract which stipulates a guarantee of a donation of £20k be made to the Canolfan.

*Councillor J A Rowlands returned to the meeting*

**139.0 DAVID HUGHES COMMUNITY CENTRE DONATION UPDATE**

The Town Clerk gave an update on the donation request. It was noted that the David Hughes Community Centre Committee were thankful for the financial assistance given from the Town Council towards their annual insurance costs and would make no charge to the Victorian Christmas Weekend.

**Recommendation to Council (unanimous):**

To pay the donation request.

**140.0 PROPOSED DEVELOPMENT AT THE OLD BATHS SITE UPDATE**

The Town Clerk gave an update about access for the owner only, to the Old Baths site. Legal advice had been sought about gaining access to the threshold of the property, but the matter was still ongoing.

**141.0 ALLOTMENTS UPDATE**

A member gave an update on the drainage issues at the allotment, which were causing health and safety issues. The Town Council are responsible for the paths on the allotment site. The Project Officer is due to update the risk assessments and will finalise a contractor to fix the drainage issues.

**142.0 REPORT ON JOB EVALUATIONS**

The Chair of the Audit and Personnel Committee reported that only one job evaluation now needed to be carried out, and would done very shortly.

**143.0 REPORT ON TOWN & COMMUNITY COUNCILS LIAISON FORUM**

The Chair reported on a very informative and comprehensive presentation of the revenue and capital budget and investment plans for Ynys Mon given at the town and community council's liaison forum. The settlement from the Welsh Government had increased slightly, which had reduced the need to implement efficiency savings. However, the increase was not enough to meet the rising costs and the need for investment services that still faced significant financial pressures. Anglesey's Executive had made a recommendation that Council Tax be increased between 4.5 and 5% in order to protect vital services. The second part of the presentation was about Welsh language representation. It was confirmed that Beaumaris Town Council does have a Welsh Champion. It was noted that £250k would be spent on some of the leisure centres on Anglesey. Beaumaris gets no funding for its leisure centre, however residents are paying towards investment of other leisure centres through their council tax.

**Recommendation to Council (unanimous):**

The Town Council to write to IoACC asking what percentage of the £250k would be allocated to Beaumaris's leisure centre.

**144.0 TOWN HALL REFURBISHMENT UPDATE**

There was no update at the present time.

**145.0 RESERVE BANK ACCOUNTS**

The Chair reported on the Council's reserves.

**Recommendation to Council (unanimous):**

Councillor N Gough assists the Town Clerk in enquiries regarding an additional bank account in another bank.

**The meeting closed at 9.30pm**

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**Chair**  
**Councillor R A Jones**

**Date .....**