

**MINUTES OF THE MEETING OF THE GAOL & COURTHOUSE SUB-COMMITTEE OF
BEAUMARIS TOWN COUNCIL
HELD ON MONDAY 18 MARCH 2019 AT 7.00 PM IN THE TOWN HALL**

PRESENT: The Town Mayor Councillor J P Zalot
The Deputy Mayor Councillor C J Theakston
Councillor K M Jones
Councillor D R Owen
Councillor J A Rowlands
Councillor S Zalot

Councillor A N Gough
Councillor H Mattocks
Councillor M G Sarsfield

The Town Clerk was in attendance

APOLOGIES:

The Town Mayor took the Chair

The Town Clerk read out a letter from Councillor R A Jones giving her resignation from the Sub-Committee. It was noted that Councillor Gallichan was a member of the original Sub-Committee and still wished to attend meetings. The Town Mayor said that the Deputy Mayor would be arriving a little later during the meeting.

1.0 DECLARATIONS OF INTEREST

There were no declarations of interest

7.03 pm Councillor S Zalot joined the meeting

The Town Mayor proposed that the election of a Chairman for the forthcoming year be deferred until after the co-option of Councillors. This was seconded and carried unanimously.

2.0 CO-OPTION OF COUNCILLOR(S) TO SUB-COMMITTEE

It was proposed, seconded and carried unanimously that Councillors Gallichan, Gough, Mattocks, Roberts and Sarsfield be co-opted to the Committee.

3.0 TO ELECT A CHAIRMAN FOR THE FORTHCOMING YEAR

It was proposed, seconded and carried unanimously that Councillor H Mattocks be Chairman for the forthcoming year.

Councillor Mattocks took the Chair

4.0 TRANSFER OF PROPERTIES

The Town Clerk advised that following confirmation that the Town Council wished to accept an asset transfer of both properties, he had advised the County Council of the name and address of the Town Council's Solicitor. He had further instructed the Town

Council's Solicitor to proceed with the freehold transfer of both properties to the Town Council.

It was proposed, seconded and carried unanimously that the initial opening and staffing of the two premises should be taken as the next item on the agenda.

7.11 pm The Deputy Mayor joined the meeting.

5.0 INITIAL OPENING AND STAFFING

The Town Clerk said that he had contacted Anglesey County Council to obtain information concerning the staff who had worked at the Gaol and Courthouse sites during the past year. Mr T Dylan Edwards, the Principle Valuation Officer (Estates) of Anglesey County Council had provided the relevant information. The meeting was informed of the hours and rates of pay for four posts. Should Council wish to engage these members of staff it would be necessary to have a meeting with HR Officers of the County Council. It was preferable that such a meeting should be held as soon as possible if the premises were to be open for Easter.

Recommendation to Finance & Planning Committee:

That the Chairman should accompany the Town Clerk at a meeting with officers of the County Council to discuss the way forward in completing the asset transfer, interim arrangements for the opening of the premises, and future engagement of past County Council staff.

A member said it was important to determine the current status of the staff members who had worked at the premises, and if they were actually being dismissed by Anglesey County Council prior to being offered new employment with the Town Council. It was noted that Anglesey County Council had earlier in the negotiations said that the Town Council would not be responsible for any TUPE arrangements. It was agreed that confirmation of this statement should be obtained in writing.

There was a discussion concerning overall management of the two properties. It was noted that in the past, the overall management of the properties had been covered in a couple of hours per week by an officer of Anglesey County Council. Clearly, during the initial transfer process, more hours would be required by the person appointed. The Town Clerk said that he believed that Council's current Projects Officer could oversee the management of the two premises during the initial opening period, with himself as backup if necessary.

Recommendation to Finance & Planning Committee:

The Project Officer be given the task of putting the relevant H & S arrangements in place, and to make arrangements to get the two properties up and running at Easter. This is to allow the Town Clerk to concentrate on his other responsibilities.

The meeting considered that it would take some time to arrange the legal transfer of the premises, and during the interim period a right of access and to operate was necessary. There would also be a need to insure the premises. The initial aim was to open the premises for Easter, observe the operation of the premises during that period, and then form a way to move forward. There was also a need to obtain feedback from staff.

It was noted that similar premises were operated by Denbighshire County Council and that their procedures could be looked at. There was also a need to determine any marketing that was being carried out by Anglesey County Council.

It was noted that the internet advertised four 'haunted premises' events during the coming year. In determining the way forward, members agreed that a package for

visitors should be investigated which would include the cost of parking and entry to the Castle, Gaol and Courthouse.

As an initial way forward, the meeting listed matters that needed to be investigated. These included:

- Contactless card payments
- Initial access for risk assessments plus copies of any risk assessments made by the County Council
- Insurance documents
- Services
- Entry prices

It would be useful to see what procedures were used elsewhere in similar properties.

It was noted that the Project Officer needed to be given a copy of the initial condition survey of the premises.

A member said that the Courthouse had been partially painted in preparation for the 2018 season, and felt that the rest of the outside should be painted as soon as possible, preferable before opening this year.

Recommendation to Finance & Planning Committee:

That the outstanding sections of the Courthouse be painted.

6.0 GRANT FUNDING

It was noted that Cadw had offered a grant and a past meeting of the Finance & Planning Committee had asked for this to be followed up. In addition, in the past Menter Mon had offered to help the Town Council to obtain grants if it took over these two premises.

A member suggested that the Anglesey Charitable Trust might also be a possible source of grant, but the eligibility of the Town Council to make an application needed to be determined. It was agreed Anglesey County Council should be consulted.

7.0 OTHER MATTERS

The Town Mayor said that the Victorian Christmas Committee has asked if the Gaol and Courthouse could be open for the Victorian Christmas event, with free entry being offered to encourage visitors.

Recommendation to Finance & Planning Committee:

That the Gaol and Courthouse be opened with free entry for the weekend of the Victorian Christmas event.

There was no other business and the meeting closed at 8.05 pm