

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the Audit Sub-Committee held in the Council Chamber, Bank Place Offices, Holywell on Wednesday, 24 August 2016 at 10am.

PRESENT: Councillor E.B. Palmer (Chairman).
Councillors: J.M. Johnson, (Mayor), B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillor P.J. McGarry.

IN ATTENDANCE: D.C. Pierce (Clerk).

A8. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

A9. INSTALLATION OF RIALTAS BUSINESS SOLUTIONS (RBS) SOFTWARE

The Clerk reported that the new accounts software from RBS had been installed as planned. He had received tuition on the system but required some practical experience on the operational side which would follow in the coming weeks. The RBS helpline was available for any day to day issues that may require assistance.

RESOLVED:

That the position be noted.

A10. BUDGET 2016/17

The Clerk updated Members on the budget position up to four months into the financial year. He reported that the main item of expenditure to date related to the identified chimney stack works at 12/13 Bank Place Offices and associated maintenance/repairs.

The Chairman referred to the forthcoming Well Inn Music Festival arranged by the Council. He explained the additional costs that had been incurred this year (main acts/staging) some of which would be offset by a small grant from the County Council and advertising income. The estimated shortfall would be in the region of £2,000. Members noted an underspend in the Council’s Line Dance/Country Music Festival held earlier in the year together with the general provision available in the budget under Town Centre Projects/Events.

RESOLVED:

- (1) That the Clerk's report be received and the position noted.
- (2) That the reported position in respect of the Well Inn Music Festival be noted and that the required additional resources be met from the identified budget savings and/or the general sum allocated for Town Centre Projects/Events.

A11. COMMUNITY ASSET TRANSFER – OVERVIEW AND PLAY AREA UPDATE

Members had before them a letter from the County Council's Principal Leisure Officer outlining the County's long term approach to maintaining as many play areas as possible in Flintshire with particular reference to the Holywell community. The options available for Town/Community Councils were outlined for which purpose it was proposed to hold a series of workshops in August/September to consider the way forward.

The Clerk reported that, since the letter had been received, the County Council had reviewed the workshop meeting arrangements. No further action was intended for the time being and a further letter would follow in due course.

RESOLVED:

That the letter together with the Clerk's update be noted.

A12. LOCAL GOVERNMENT REVIEW - IMPLICATIONS FOR TOWN AND COMMUNITY COUNCILS

Consideration was given to recommending to the Town Council at its meeting on 20 September, views in response to the letter from the Secretary of the North and Mid Wales Association of Local Councils (NMWALC). The Association had met with the Boundary Commission who would, in due course, be considering new boundaries for Town/Community Councils and input was sought on the possible changes and how they might best be implemented.

RESOLVED:

That the views contained in Appendix 1 attached to these minutes be submitted for consideration as the Town Council's response to the NMWALC.

A13. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute A14. on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted including reference to engagement/terms of service of employees.

A14. JOB PARTICULARS FOR THE PROPOSED COUNCIL SUPPORT OFFICER POST/FUTURE STAFFING ARRANGEMENTS

Members reviewed the situation as requested at the last meeting of the Sub-Committee.

RESOLVED:

- (1) That the proposed recruitment of a Council Support Officer be approved with the inclusion of social media skills in the job requirements.
- (2) That future staffing arrangements be considered at the next appropriate meeting.

A15. CLOSE OF MEETING

The Chairman closed the meeting at 11.10am.

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Chairman