

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, 29 March 2017 at 11.30am.

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).

A30. DECLARATION OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
31.1.	B. Scragg	√	√*	Director of Company employing one of the applicants.

* Member did not take part in the meeting for the consideration and voting on Application Ref. TCRFO5

A31. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute 31.1. on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted regarding engagement/terms of service of employees.

A31.1. Applications for the positions of Town Clerk and Responsible Financial Officer and Support Officer

Consideration was given to a shortlisting and finalising arrangements for interviews.

- Town Clerk and Responsible Financial Officer

RESOLVED:

- (1) That the late application from Applicant Ref. TCRFO6 be accepted for consideration.
- (2) That Applicants Ref. TCRFO1 and TCRFO2 be invited for interview by the Council on 4 April.
- (3) That the procedure for the interviews be as now agreed by the Sub-Committee.

- Support Officer

RESOLVED:

- (1) That Applicants Ref. SO1, 2, 3 and 7 be invited for interview by the Audit Sub-Committee on 5 April.
- (2) That the procedure for the interviews be as now agreed by the Sub-Committee.

A32. WELSH GOVERNMENT WHITE PAPER : REFORMING LOCAL GOVERNMENT – RESILIENT AND RENEWED

As requested by the Council, consideration was given to:

- responding to the consultation document on behalf of the Authority;
- the suggestion from Councillor E. Watkinson in respect of the section on elections and voting, that a single transferable voting system be introduced.

Copy extracts from the White Paper had been circulated to Members, including details of where the full consultation document could be accessed.

RESOLVED:

That the following responses be made to the Welsh Government consultation document.

Q27 – the proposed ‘agenda for action’ listed in paragraph 6.1.6. of the document is supported in principle, subject to further local Council consultation/involvement in moving matters forward.

Q28 – a more detailed assessment of the available systems is required before options are put before local Councils for consideration and endorsement.

A33. FINANCIAL MANAGEMENT AND GOVERNANCE IN COMMUNITY COUNCILS 2015-16

A summary of the above Report was circulated. The Clerk added that a full copy of the Report could be accessed on the Wales Audit Office website or via his office.

The Clerk also summarised the position in relation to the Council's financial and governance arrangements.

RESOLVED:

That the Report be received and noted together with the additional information from the Clerk.

A34. ANNUAL AUDIT OF THE COUNCIL'S ACCOUNTS – 2016/17

The Clerk reported that official notice of the Annual Audit had been received from BDO LLP (External Auditor). Members also noted that, as in previous years, any personal conflicts of interest involving the External Auditor (or the Approved Internal Auditor – JDH Business Services Ltd of Pantymwyn) should be recorded accordingly under the Declaration of Interests item on the relevant agenda.

RESOLVED:

That the information be noted and the Council informed accordingly.

A35. WORKPLACE PENSIONS : AUTOMATIC ENROLMENT – END OF FINANCIAL YEAR UPDATE

The Clerk reported that Employee Ref HTC4 was the only employee eligible for auto enrolment into the Council's NEST pension scheme. Prior to the staging date, this employee had indicated that he did not wish to participate in the scheme. Following auto enrolment, the employee had opted out of the scheme. The declaration of compliance had been completed.

RESOLVED:

That the information be noted.

A36. CLOSE OF MEETING

The Chairman closed the meeting at 12.45pm.

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Chairman