

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, 28 September 2016 at 10am.

PRESENT: Councillor E.B. Palmer (Chairman).
Councillors: B. Scragg and P.A. York.
Councillor Mrs. M.D. Phelan (non-voting Member).

APOLOGIES FOR ABSENCE were received from Councillors J.M. Johnson (Mayor) and P.J. McGarry.

IN ATTENDANCE: D.C. Pierce (Clerk) and M.G. Fearnley (Community Engagement Officer).

A16. ATTENDANCE OF NON-MEMBERS OF THE AUDIT SUB-COMMITTEE

The Clerk reported that, as requested by the Council, non-Members of the Audit Sub-Committee had been invited to attend the meeting for the three succeeding items (minutes A17. to A19.) or if unable to attend, to submit comments for consideration in advance of the meeting. He added that, to date, no comments had been received.

A17. FLINTSHIRE DESTINATION MANAGEMENT STRATEGIC PLAN 2016-2019

Members had before them a copy of the above draft document referred to them for attention by the Council.

It was felt that the nature and source of the document, as submitted, were unclear. These were considered important issues to be clarified before further discussion took place.

RESOLVED:

That the Community Engagement Officer seek clarification on the document and report back to the Council.

A18. HOLYWELL A55 SIGNS

As requested by the Council, further consideration was given to the draft signage for the A55 on the east and west 'entrances' to Holywell.

RESOLVED:

(1) That, in addition to the support to keep the ‘WC’ symbol on the black/white signage, the County Council be informed of the Town Council’s preference for the following in bilingual format on the white on brown signage:

- St Winefride’s Well
- Golf Courses
- Heritage Park
- Coast Path and Dock

(2) That the Town Centre Sub-Committee at its morning meeting on 12 October be informed of (1) above, for any further comments.

A19. 2018 STATUTORY REVIEW OF PARLIAMENTARY CONSTITUENCIES – INITIAL PROPOSALS

As requested by the Council, consideration was given to the Initial Proposals document published by the Boundary Commission for Wales. The UK electoral quota and reduction in the total number of UK constituencies in Wales would be reduced from 40 to 29. Accordingly, every constituency in Wales should have an electorate between 71,031 and 78,507.

For each proposed constituency the report set out:

- The name of the constituency proposed by the Commission, including the proposed official alternative (if applicable);
- The composition of the constituency that the Commission was recommending, the electoral wards it would contain and its variance from the electoral quota;
- The key arguments explaining the proposed constituency;
- An explanation of the proposed name; and
- A map of the recommended constituency.

The overall picture of the existing arrangements and the Commission’s initial proposals were also explained. Members looked in particular at the present Delyn Constituency and the proposed Flint & Rhuddlan arrangements, both including the community of Holywell.

Members felt that more emphasis should be given to local government boundaries, cultural and geographical factors in Wales. Some proposals appeared to be unworkable and in conflict with these.

RESOLVED:

That the Council be recommended to respond to this stage of the consultation along the lines discussed by the Sub-Committee.

A20. AUDIT FOR THE YEAR ENDED 31 MARCH 2016

Members were informed by the Clerk that the External Auditor, BDO LLP, had completed the annual audit as above. The following documents had been received:

- Notice of Conclusion of Audit.
- Notes regarding the advertisement of the Conclusion of the Audit.
- Issues arising from the audit (circulated).
- Date selection form for 2016/17.
- Contact details.
- Survey 2015/16.
- Annual Return (circulated).

It was noted from the Audit Certificate and report that on the basis of the review, in the Auditor's opinion, the information contained in the Annual Return was in accordance with proper practices and no matters had come to the attention of the Auditor giving cause for concern that relevant legislation and regulation requirements had not been met.

Other matters not affecting the Auditor's opinion were drawn to the attention of the Council in the report dated 13 September 2016 together with recommendations for improvement.

Consideration was given to the Issues Arising Report and recommendations made to the Council as follows:

- Internal Auditor's Recommendations

RESOLVED:

That the recommendations be implemented in accordance with Minute A5. of the Audit Sub-Committee held on 28 June 2016.

- Budgeting Process

RESOLVED:

That the action taken in minute A6(1). of the Audit Sub-Committee dated 28 June 2016 be endorsed as a basis to meet and develop future reporting arrangements.

- Bank Accounts – the name of the Council

RESOLVED:

That the Council confirms that the Mayor’s Allowance and Mayor’s Charity Accounts are under the operational control of the Mayor (in consultation with the Clerk) and that, if necessary, the Clerk arrange with HSBC Bank for the account name(s)/description(s) to reflect that arrangement.

A21. CLOSE OF MEETING

The Chairman closed the meeting at 11am.

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Chairman