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MINUTES OF FINANCE AND MANAGEMENT COMMITTEE FOLLOWING CANCELLATION OF MEETING 03.06.2020 DUE TO COVID 19 PANDEMIC AND RESTRICTIONS ON PUBLIC MEETINGS. ELECTRONIC COUNCILLOR CONSULTATION PROCESS UNDERTAKEN. CLLR J.THOMPSON-HILL, CHAIRMAN AND CLLR G. DAVIES, VICE CHAIRMAN. MR N ACOTT, TOWN CLERK/FINANCIAL OFFICER.

14 PAID ACCOUNTS

Details circulated electronically to all Town Councillors who had also been invited to contact Town Clerk/Financial Officer and/or Chairman with any queries or comments. All Town Councillors are members of the Finance and Management Committee.

RESOLVED

That Schedule of Paid Accounts for March and April 2020 be accepted

15. FINANCIAL STATEMENTS 2019/2020

Details had been circulated to all Town Councillors who had been invited to contact Town Clerk/Financial Officer and/or Chairman with any queries or comments. The Financial Statement 2019/20 figures would also form basis of Income and Expenditure used on Council's Annual Audit Return 2019.20. Due to Covid 19 pandemic movement restrictions it was not possible to allow public inspection of associated documents at this time and public notices will be displayed to this effect.

Due to sad and unexpected recent passing of Mr Tom Brown, Council's Internal Auditor it is not possible to complete the Internal Audit section of Annual Audit Return at the present time. However, Councillors had been reminded that the Council's Internal Auditor had attended council offices in January 2020, and was also present at a committee meeting in early February 2020 but had not raised any concerns about council finances or services.

Normally Council would also complete its Annual Governance Statement (Parts 1 and 2) copy previously circulated to all Councillors at this time of year. In the circumstances Councillors had been invited to raise any issues and to indicate acceptance or otherwise of Council's compliance statements for Part 1 items 1-9 and Part 2 items 1-3.

RESOLVED

- 1) That Financial Statements 2019/2020 be accepted
- 2) That Council's compliance with Annual Governance Statements 2019/20 be recorded in principle.

16. INTERNAL AUDIT SERVICES 2019/20 and 2020/21 PM162

Council needs to appoint an Independent Internal Auditor but in present emergency pandemic crisis this is very difficult. Councillors had been asked to consider situation.

RESOLVED

That Mayor and Chair/Vice Chair of Finance and Management Committee together with Town Clerk/Financial Officer be authorised to make such arrangements as necessary to appoint Council's Independent Internal Auditor on interim basis pending resumption of normal Council services.

17. LOCAL GOVERNMENT WALES The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020

Committee had been informed the above regulations had recently been enacted by Welsh Government to make provision for local authority remote meetings, and publication/access to certain local authority documents on-line. Extracted copy had been circulated to all Town Councillor's.

18. REMOTE VIDEO CONFERENCING

Councillors had received several emails from Town Clerk/Financial Officer in recent weeks concerning remote video/audio conferencing and equipment requirements. Welsh Government had now passed legislation that would enable remote Council meetings to take place, however there are several factors that require further consideration: -

Have all Councillors the necessary IT equipment to attend? If not should Council purchase equipment for their use?

How will Council meet public access requirements to enable public attendance?

How are meetings and decisions to be publicised?

What are the protocols for Chairing and participating in remote meetings?

Notwithstanding above Town Clerk/Financial Officer was recommending that Council progress move towards use of remote meetings as the emergency pandemic crisis was lasting longer than many people anticipated. There is also a risk that once current restrictions are lifted this action could lead to a secondary virus pandemic with reintroduction of movement and gathering restrictions.

RESOLVED

That Town Clerk/Financial Officer continues preparation for remote Council meetings and reports back in September 2020.

19. COMMUNITY CENTRE RENTAL 2020/21

Council as landlord would normally collect annual rental from each of the community centres to cover landlord responsibilities, however some Associations had enquired if Town Council would either reduce rental figure or waive part payment in the present covid emergency crisis due to loss of income streams. All three council owned buildings Ty Caradoc/Seabank Drive/Meliden Community Centre are managed by voluntary Management Associations, and all community centres are currently closed due to government restrictions on public gatherings and movements.

RESOLVED

- 1) That all three Community Centres receive a rental payment holiday pending resumption of Council business and Community Centre services.
- 2) That clarification be sought on any Welsh Government or other financial support available for community buildings that may become available during national emergency crisis.

Financial /Legal Implications: On 1st April 2020. Council introduced a new rental agreement for all three community centres and Town Council is responsible for paying all costs associated with landlord responsibilities forecast total cost £6,610pa. The relevant payment would normally be recharged to each community association. Any rental costs incurred by Council that cannot be recovered during year would need to be funded from savings in other budget headings.

20. COUNCIL OFFICE EXTENSION

Mrs C Evans, Deputy Town Clerk has recently circulated an update on building works to all Town Councillors. A completion date of 12th June 2020 has been provided by contractor, subject to delivery of flooring materials. A full breakdown on project costs will be provided to Council upon completion.

Chairman_____