

Minutes of Pembrey and Burry Port Town Council
Finance Governance and Personnel Committee Meeting

Monday 11th June 2018

Present: Cllrs David Owens (Chair), Peter Freeman. John Hedley Jones and Hugh Shepardson.

Officer: Alan Howells (Acting Proper Officer/RFO).

(Burry Port Institute, Burry Port 6.30pm– 8.30pm)

1. To receive apologies for absence

No apologies were received, but the Acting Proper Officer noted the e-mail received from the Leader of the Labour Group to indicate that his Members would not be attending Committee meetings for the foreseeable future, due to opinion that “it is no longer medically or legally safe to engage with Plaid and Independent councillors in committees due to a consistent pattern of intimidation”. There had also been queries about “plenary powers” of the committees and the new committee structure.

Following discussion on these points it was **AGREED** unanimously that *“the Committee will not and never have condoned intimidation and welcomes freedom of speech”*.

Cllr Shepardson also queried the issue of “legally safe” in the e-mail from the Labour Group.

The Acting Proper Officer noted that this related to the query on “plenary powers” of the committees, but that advice had been sought on this issue, which indicated that the committees did not have plenary powers.

Cllr. Owens noted that the issues of the new committee structure had been resolved and approved at the AGM. He also noted that Cllr. Theodoulou had sent a response to Cllr. Moira Thomas regarding the queries about “plenary powers” of the committees. Copies of the response were circulated for members to read.

Following discussion the note was endorsed by the committee.

The Acting Proper Officer also noted and read out an e-mail received from Cllr. Walpole requesting that a proposal be put to the Committee regarding the rescission of a previous resolution made by the Town Council regarding staffing issues. The Acting Proper Officer also noted that he had further information on the staffing issues which would be put to this Committee meeting, which would mean that the previous resolution would not need rescinding.

It was therefore agreed to proceed with the meeting and deal with this issue under item 10 of the agenda.

2. To receive members’ declarations of interest

There were no declarations of interest made apart from usual ones submitted previously.

The Acting Proper Officer took over the Chairing of the meeting for the appointment of the Chair and Vice Chair of the Finance, Governance and Personnel Committee.

3. To appoint a Chair of the Finance, Governance and Personnel Committee.

Cllr. Hugh Shepardson proposed Cllr. David Owens as Chair of the Committee for this Civic year. This was seconded by Cllr. John Hedley Jones.

The proposal was **AGREED** unanimously.

4. To appoint a Vice Chair of the Finance, Governance and Personnel Committee.

Cllr. Hugh Shepardson proposed Cllr. Bob Walpole as Vice Chair of the Committee for this Civic year. This was seconded by Cllr. Peter Freeman.

The proposal was **AGREED** unanimously.

Cllr. David Owens took over the Chairing of the meeting from this point.

5. To confirm the minutes of the meeting held on Thursday 12th April 2018

The Committee approved the minutes of the meeting as a true record.

Cllr. David Owens noted that May's Finance meeting had been abandoned, as it was not quorate.

6. To consider any matters arising from the minutes

P2 (5) – Outstanding invoices

The Acting Proper Officer noted and e-mail response from Cllr. Wenman which rejected each of the options proposed previously to resolve this payment.

Cllr. Shepardson noted that District Audit had requested that all room hire is charged for, excluding Council run events, or to submit a grant if appropriate. It was also noted that Cllr. Theodoulou had met with Cllr. Wenman to discuss the options.

It was recommended that the issue be discussed at the next Town Council meeting.

7. Consideration of the budget monitoring report

The RFO took the Committee through the report. It was noted that the Committee is projected to be on budget at year end.

8. To consider any outstanding invoices.

The RFO went through the list of outstanding invoices, one of which (Cylch Meithrin Quarter 4) had been paid recently.

The other invoices would be pursued during the month.

9. Update on policies following the Civic Governance and Personnel meeting of 14th May 2018.

The Chair noted that amendments proposed had been made and now all the agreed policies were up to date.

It was **AGREED** that the latest policies would be kept in the office in a central file.

Following further discussion on policies it was queried whether the rules of agreed sickness absence would be included in the sickness absence policy or the contract of employment.

It was **AGREED** that advice would be sought from the County Council, as part of a review of all Contracts of Employment.