

**(PUBLIC) Minutes of Pembrey and Burry Port Town Council**

**Finance Governance and Personnel Committee Meeting**

**Monday 27<sup>th</sup> July 2020**

**This meeting was held via video conference under the Local Authorities (Coronavirus) (Meetings) (Wales) 2020**

**Present: Cllrs David Owens (Chair), Linda Edwards, Peter Freeman, John Hedley Jones, Andrew Phillips, Hugh Shepardson, Bob Walpole**

**In attendance: Cllrs Karen Morris, Mike Theodoulou, Moira Thomas**

**Absent: Cllr Andrew Phillips**

**Officers: Huw Thomas (Clerk/RFO), Shan Loudon (Deputy Clerk)**

11am – 11.30am

**1. To receive apologies for absence**

No apologies had been received.

**2. To receive members' declarations of interest**

None

**3. Consideration of 202-21 budget revision**

The Chair informed members that, since the budget was approved, due to the pandemic, it needs to be revised. Each Standing Committee needs to revisit their budget and forecast their likely spend between now and the end of the financial year.

It was proposed by Cllr Hugh Shepardson and seconded by Cllr John Hedley Jones that this item is place on each agenda for the Standing Committees after the budget monitoring report for July is received. All members were in agreement. **APPROVED**

**Action: Deputy Clerk for Standing Committee agenda**

It was noted that budgets will need looking at again in October 2020 prior to setting the 2021 -22 budget.

Cllr Linda Edwards joined the meeting at 11.07am.

Finance, Governance and Personnel Committee will call a Special meeting to discuss.

**Action: Deputy Clerk**

**4. Update on capital expenditure programme**

This forms part of review that committees will undertake when carrying out a review of their budgets. At present, the Committee had no information or requests for capital expenditure.

**5. Any referred matters from other committees**

The Chair informed members that there were two referrals from the Facilities and Assets Committee.

The first was for the cost of purchasing two storage containers at £5,200. One was for Burry Port Memorial Hall for storage and one for storage at the cemetery.

The second was for the cost of scaffolding for the Memorial Institute and Pembrey Memorial Hall. It was noted that this was needed for urgent maintenance work to weatherproof both buildings. The cost of scaffolding is £4,300 and the work will be undertaken by Town Council staff.

After discussion it was proposed by Cllr Hugh Shepardson and second by Cllr John Hedley Jones that both the above request be approved.

**6. Any other urgent matters at the discretion of the Chair**

There were no urgent matters.

It was **PROPOSED** by Cllr Peter Freeman and seconded by Cllr Bob Walpole that the meeting move into camera. All members were in agreement.

*In camera* - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**7. Update on community support**

There was a discussion on the use of Town Council facilities.

**8. Update on staffing issues**

Staffing issues were discussed.

The meeting closed at 11.31am.