

LLANELLI RURAL COUNCIL

MEETING NOTES

At a Policy and Resources Committee Meeting hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli and via remote attendance on Wednesday, 20 July, 2022, at 4.45 pm.

PRESENT: Cllrs. S. R. Bowen, D. M. Cundy, S. L. Davies, A. Evans, N. Evans, R. E. Evans (committee chairman), J. P. Hart, S. N. Lewis, A. G. Morgan, J. S. Phillips and B. M. Williams.

ABSENT: Cllr. S. M. T. Ford.

Agenda Items:

1. Apologies for absence.

None

2. Members' Declarations of Interest in respect of the business transacted.

No declarations of interest were made.

3. Paperless Agendas – matter requested for inclusion on the agenda by Cllr. A. Evans.

Cllr. A. Evans enquired if the council could automatically conduct business electronically whereby the default position was for all members to receive electronic copies of agendas and associated background papers going forward and that members notify the clerk in writing if they wish to receive such documentation in hardcopy, by specifying the address to which the documentation should be sent. This would fully accord with the provisions of the Local Government and Elections (Wales) Act 2021.

However, the discussion then extended to all councillors having individual designated council email addresses and whether they should also be provided with IT equipment such as a tablet to access the email accounts and to serve as a mechanism for participating in council and committee meetings. In view of this Cllr A. Evans felt his proposal could be held in abeyance for the time being on the assumption that all matters could be enacted relatively quickly and at the same time.

In supporting Cllr Evans' request it was agreed that the additional items be investigated with the council's IT support provider with the findings and costs to be reported to a future committee meeting for further consideration with the intention of making provision for the items in the council's estimates of income and expenditure.

4. Service Plans 2022/23 - to consider and accept the Service Plans for 2022/23.

The Service Plans were accepted.

5. The Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils – further to Minute No. 192, (15 September, 2021 refers), to note for information the statutory guidance document received from the Welsh Government.

The guidance was fully considered and noted for future reference.

6. The Finance and Governance Toolkit for Community and Town Councils – to consider correspondence from the Minister for Finance and Local Government, Welsh Government and to put in place arrangements for the council to start using the toolkit to test essential governance and financial management arrangements and in how well it is serving the community.

It was agreed to appoint a working group to work through the toolkit with the clerk, with the findings being reported through to future full council meetings for consideration periodically. The intention was to complete all aspects of the toolkit within a defined period of 30 months, if not sooner. The working group shall be made up of eight councillors drawn from serving members of the Policy and Resources Committee comprising:

Cllrs. A. G. Morgan (Chairman of Council) S. N. Lewis (Leader of Council), S. R. Bowen, A. Evans, N. Evans, J. P. Hart, J. S. Phillips and B. M. Williams.

The working group shall be known as ‘The Finance and Governance Toolkit Working Group’ and subsequent member appointments to serve on the working group shall be considered as part of the council’s annual meeting arrangements.

7. Public Bodies (Admission to Meetings) Act, 1960 – it was agreed to exclude members of the public during consideration of the following agenda items because of the confidential nature of the business to be transacted.
8. Human Resources - Staffing Matters –
 - (1) Building capacity - to receive the report of the Clerk;
 - (2) To receive the report of the Technical and General Operations Manager.

Both matters were determined in private.

The meeting concluded at 6.42 pm.