

BUILTH WELLS TOWN COUNCIL

CYNGOR TREF LLANFAIR-YM-MUALLT



The next Meeting of the Builth Wells Town Council will be held on **Tuesday 11th June 2019** commencing at **7.00 pm** at the Strand Hall, Builth Wells.

AGENDA

- 1) **Apologies for Absence:**

- 2) **Declaration of Interest:** Reminder to members. A personal Interest is also a Prejudicial Interest because under the objective, public perception test (*Para 12(1) of the Members' Code of Conduct*) where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

- 3) **Minutes:** to authorise The Chairman to sign the minutes of the meeting held on the 14th May 2019 as a correct record.

- 4) **Minutes:** to authorise The Chairman to sign the minutes of the AM 2018 as a correct record.

- 5) **Minutes:** to authorise The Chairman to sign the minutes of the AM 2019 as a correct record.

- 6) **Clerk's Report:** Actions and matters arising from the minutes.

- a) First (draft) copy of Towns GDPR (has been sent to Councillors)
- b) Still need signs for carpark - possibility of some sort of enforcement
- c) Office reorganisation: new equipment ordered and in process of ordering new laptop from "ItsDun"
- d) Vacancy for New Co-option being advertised
- e) Builth Wells Primary School, Cllr still needs nominating
- f) PCC advised re Cllr Mavin Acceptance into Town Council
- g) On AM Agenda,(Financial Matters Section) Council at AM requested clarification in respect of what this means:To Approve Annual Governance Statement. This is usually done after the Internal Auditor has issued their findings and it has been discussed within Council. The the External Auditor will then send their summary, and this is the figure to be approved by Council on their statement. Please note this is not normally done this close to Audit.
- h) We have started to use new Town Council Facebook page and we are getting a really positive response.
- i) Clerks salary – discussion to set up a direct debit, as opposed to a monthly cheque.
- j) First Aid kits where are they, and who are responsible for them.
- k) Where and when are risk assessments carried out.
- l) Clerk RFO Role: Still waiting for a proper handover.
- m) Town Council will have to start paying for Data-Protection Registration fees.
- n) WiFi Coverage within The Strand: BT offering an upgrade.
- o) SLCC Training in/lieu of payment for Clerk, they will be holding training session at The Strand One day a month for 4 months.
- p) Cheque for repair of toilets Groe (£423.29)
- q) Letter received about dog fouling.

7) County Councillor Report: Cllr Pugh

8) Carnival: Cllr Prynne

Need a Rota to man the stand

9) Code of Conduct: Mayor Davies

This is by no means the whole of the code, I would like everyone to be aware of this part of it. You must respect fellow members of your Council and those that you represent, treating them with courtesy, respect and in a non-discriminatory manner at all times. This should extend to any person, regardless of their position, you have dealing with in your capacity as a Councillor.

10) Finance :Cllr Ronicle

- a) Strand Booking forms
- b) Audit
- c) New Signatories
- d) Clerks overtime Submission
- e) In Reference to Clerks report item (I) Last years Governance statement has not been completed. Due to the fact External Audit has not been finalised.
- f) Insurance: Cllr Ronicle and Mayor authorised payment.
- g) Fixed asset register
- h) Council risk assessment

11) Correspondence: Clerk

- a) Gardening club donation has been sent
- b) New cheque for Rita Lawrence to be issued, as the last one got lost during move.
- c) Formal letters have been sent to Yahoo, Google and Outlook
- d) Letter from Anna Johannsen-Adams, Requesting how the family of James Corfield can obtain Planning Permission to Plant a Tree along Riverbank as a Memorial.
(Clerk has sent reply)

12) Benches: Cllr Reardon Reports

that benches in Town are looking tired and need painting and repair. Some suggestions for repair is that each Councillor takes on a bench to paint and repair as necessary.

13) The Groe: Cllr Reardon

Dog gloves, Policy required for supply, as we are going through huge numbers at the moment.

14) Christmas Lights: Mayor Davies.

15) Memorial site for James Corfield: Cllr Reardon, Three Bridges Walk

16) Nicky Grist: Cllr Prynne

Councillor to be aware that is coming to Builth and support would be appreciated.

17) Strand: Mayor Davies

CCTV at front and rear of The Strand
Toilets in Strand seat broken

18) Fixed Asset Register: Cllr Prynne

19) Library: Cllr (Jo) Jones Report sent out with Agenda

20) Weeds: Cllr Prynne

Louise Hammond

Town Clerk
Council Offices
Strand Hall
Builth Wells
Powys LD2 3AA

Public Speaking Procedure at Council Meetings: The following criteria should be followed:

- 1) If there are a number of the public in attendance each address would be limited to 3 minutes per person.
- 2) All questions and answers addressed through the Chair.
- 3) If on the same topic, then two people to represent the whole group.
- 4) May put any relevant question to the Council or Town Councillor
- 5) There will be no discussion in answering the question from either party.
- 6) Where the six-month rule applies, the question may be put, an answer shall be given providing it had already been discussed.