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Members of the Town Council are hereby summoned to attend the next meeting of the Builth Wells Town Council, which will be held on **Tuesday 12th October 2021** commencing at **7.00 pm**, at the Strand Hall, Builth Wells.

Yours sincerely

Louise Hammond  
Clerk of the Council

## **AGENDA**

(All members are requested to turn off their mobile phones whilst the meeting is in session)

1	<b>Apologies:</b>
2	<b>Declaration of Interest:</b> <i>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.</i>
3	<b>Minutes:</b> To authorise The Chair to sign the minutes of the meeting held on 10 August 2021 as being a correct record.
4	<b>C.Cllr Pugh Report:</b>
5	<b>Clerk's Report /Matters Arising/Correspondence</b> <ul style="list-style-type: none"><li>a) Independent Remuneration Panel for Wales (further email 13/9/21)</li><li>b) Meeting guidance email (13/9/21)</li><li>c) New form for Sponsorship for Sleigh</li></ul>

- d) Ladies Choir – Accepted invitation to sing. (Grotto)
- e) Schools advised regarding Santa’s drive by
- f) Letter from local resident regarding noise from tyre depot.
- g) Reply regarding steps to riverbank
- h) Thank you letter
- i) Remembrance Day (No concert this year)
- j) Royal British legion Donation
- k) War memorial report sent out 21/9/21
- l) Standing Orders will need updating with regards to hybrid meetings.
- m) Groe Toilets 01/10/21
- n) Meeting with Police. 27/9/21
- o) Access Group Meetings in Council
- p) Tables in Foyer
- q) Evac Chair
- r) VOA rates
- s) Fire Alarm testing
- t) Holocaust Memorial Day

**6 Chair’s Report:**

- a) Benches
- b) Funday
- c) Christmas

**7 Public Speaking:**

**8 Planning Applications:**

- a) 21/1412/HH
- b) 21/1609/FUL
- c) 21/1476/FUL

**9 Events:**

- a) Update from meeting held on the 7<sup>th</sup> of September Christmas Lights
- b) Update meeting held on 7<sup>th</sup> September & 5<sup>th</sup> October Events Christmas Grotto
- c) Update regarding Lights

**10 Finance:**

- a) Annual return
- b) Approval of Cheque summary, (Chair to sign and keep along with the minutes)
- c) 2nd precept received 31/8/21
- d) Vat return submitted £5616.94
- e) Require extra signatories
- f) Monies collected from Honesty boxes £372.00
- g) Monies collected from Groe Toilets £566.62
- h) Monies from Fun day £212.50

- i) Both bank A/c reconciled back to zero
- j) PRF meeting held on 5<sup>th</sup> October.
- k) Council and Governance.
- l) Pictures and frames
- m) Toilet repair £195.00
- n) Fun day Fuel £168.00 (slightly higher than agreed in council)

11 **Applications for Financial Assistance:**

12 **Councillors Report/Updates:** *(Items for discussed to be submitted to The Clerk by the normal deadline of the submission of items for inclusion on the agenda)*

13 **Resolution – Confidential Matters** - *“to resolve that the public be excluded from the meeting for the following items of business in section 14 below, in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as there would be disclosure to them of confidential information relating to contractual, legal and personnel content*

14 **Confidential Matters** *(Contractual, Legal or Personnel Related)*

Public Speaking Procedure at Council Meetings

Members of the public have the right to speak at Full Council Meetings on any matter identified for discussion on the agenda for the meeting.

Meetings are open to the general public with the exception of Confidential Matters.

The agenda will be published on the Town Council website ([www.builthwellstowncouncil.org.uk](http://www.builthwellstowncouncil.org.uk))

The Town Council welcomes contributions from members of the public, and this protocol sets out the provisions of the Council’s scheme of participation at meetings, consistent with maintaining the orderly conduct of business.

A request for participation in the public session should be submitted, if possible, in writing, to the Town Clerk by 12 noon on the day before the meeting. If you would like to view the meeting virtually, please contact The Clerk on [builthwellstowncouncil@btconnect.com](mailto:builthwellstowncouncil@btconnect.com) or 01982 551568, to discuss the procedure for gaining access to the meeting this way.

A **15-minute** slot will be set aside towards the beginning of each Full Council Meeting to enable up to **4** members of the public to make an individual representation of up to **3 minutes**.

Each representation must be directed through the Chair. The Chair will introduce the individual and invite representations in the following order:

- a) The individual will be asked to identify the item they wish to address the Council on.
- b) Members of the Council with a personal or prejudicial interest should act accordingly.
- c) The individual will be asked to address the meeting.
- d) Each address will be limited to 3 minutes, subject to the discretion of the Chair.
- e) There will be a maximum of 4 representations per meeting.

f) Individuals may address the Full Council; however, no dialogue or discussion will be permitted.

**IMPORTANT NOTICE: Laws of slander are very strict. If you say something, in public, about a person which is untrue, even if you believe it to be true, you may be at risk of legal action. You should think carefully about any criticisms you make about people in public speaking.**