



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 9th November 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	Apologies:
2	Declaration of Interest: <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	Minutes: To authorise The Chair to sign the minutes of the meeting held on 12th October 2021 as being a correct record.
4	C.Cllr Pugh Report:
5	Clerk's Report /Matters Arising/Correspondence <ul style="list-style-type: none">a) Tender went out for Groe Toilets, Facebook, website, and advertisement in the Mid Wales Journal.b) Tender requirements to all members on 18/10/21

	<ul style="list-style-type: none"> c) Trustee for Wyeside d) Lift Inspection. e) Tree felling request f) OVW Local policy protocol (22/10/21)
6	<p>Chair's Report:</p> <ul style="list-style-type: none"> a) Grotto b) Benches c) Christmas Lights d) Donations for Santa's sleigh
7	<p>Public Speaking: N/A</p>
8	<p>Planning Applications: N/A</p>
9	<p>Events:</p> <ul style="list-style-type: none"> a) Future events
10	<p>Finance:</p> <ul style="list-style-type: none"> a) First Draft Budget out to Members (25/10/21) b) Trial Balance completed – back to zero c) Clerk Contract amended. d) Clerks back pay e) Clerks' repayment to Council £462.15 (with regards to HMRC payments) f) Approval of Cheque summary, (Chair to sign and keep along with the minutes) g) Signatories to sign declaration for new Card. h) £408.00 Collected from Groe shower and Honesty Boxes i) Cheque to HMRC £473.60 (Employer's contribution) j) Declaration of Interest
11	<p>Applications for Financial Assistance: N/A</p>

12	<p>Councillors Report/Updates: <i>(Items for discussed to be submitted to The Clerk by the normal deadline of the submission of items for inclusion on the agenda)</i></p> <ul style="list-style-type: none"> a) Strand Promotion Cllr Morgan b) Holocaust Day 27th January Cllr Morgan c) Tables Cllr Morgan d) Cllr Reardon Remembrance Day e) Welcome Signs Cllr Hammond f) OVW Cllr Reardon/Hammond – Refreshments/ Questions
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13	<p>Resolution – Confidential Matters - <i>“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</i></p>
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14	<p>Confidential Matters <i>(Contractual, Legal or Personnel Related)</i></p> <p>Staff Appraisal.</p>
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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)

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 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 **four** 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 four representations per meeting.
- f) Individuals may address the Full Council; however, no dialogue or discussion will be permitted.

IMPORTANT NOTICE: Laws of slander are extremely 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.

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.