

# BUILTH WELLS TOWN COUNCIL

## CYNGOR TREF LLANFAIR-YM-MUALLT



The Annual General Meeting (AGM) of the Builth Wells Town Council will be held on **Tuesday 16th May 2017** commencing at **7.30 pm** at the Strand Hall, Builth Wells.

### AGENDA

1. **Apologies for Absence**
2. **Councillors Declaration of Acceptance of Office**
3. **Report of the Retiring Chairman / Mayor**
4. **Election of Chairman / Mayor for 2017/18**
5. **Incoming Chairman / Mayor vote of thanks to outgoing Chairman / Mayor**
6. **Election of Deputy Chairman / Mayor 2017/18**
7. **Co-option of Councillors - to approve publication of co-option notice for 3 councillor vacancies**
8. **Financial Matters**
  - a) **Annual Insurance – to approve renewal quotation from Zurich Insurance**
  - b) **Bank Mandate – to update the authorised signatories for 2017/18**
  - c) **To approve the year end accounts for 2016-2017**
  - d) **Wales Audit Form – to approve the Annual Governance Statement**
9. **Committee and Outside Bodies Membership 2017/2018**
10. **To approve the list of meetings for 2017/2018**

**Council Offices  
Strand Hall  
Builth Wells  
Powys LD2 3AA**

**Tel No: 01982 551568**

### **Public Speaking Procedure at Council Meetings**

The following criteria should be followed:

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