

# BUILTH WELLS TOWN COUNCIL

## CYNGORTREFLLANFAIR-YM-MUALLT



### Minutes of the Meeting of Builth Wells Town Council held on **Tuesday** **May 14th 2019** commencing at **7.00 pm** in The Strand Hall, Builth Wells.

**Present:** Cllrs G.Davies (Deputy Mayor), M.Prynne, D.Jones, B.Watkins,  
A.Waller, J.Jones, J.Walters, B.Reardon, D.Ronicle.

**Apologies for Absence:** Cllr G.Goodwin, County Cllr J.Pugh.

**In Attendance:** Karen Compton (Press).

**BW/063/19 Minutes:** To authorise the Chairman to sign the minutes of meeting held on  
11th April 2019 as a correct record.

**Proposed Cllr Prynne/Seconded Cllr Reardon: Unanimous.**

**BW/064/19 Clerk's Report:**

- a) Gwilym Rippon from SLCC attending 19th June for assessment of the office, direction and advice. This is something that was agreed previously.
- b) Still working on our GDPR policy, which hopefully will be ready in June.
- c) Office still needs work, but is starting to become more organised.
- d) Advised all Councillors to please read any reports circulated prior to Town Council meeting.
- e) In relation to anything that they require discussing, please let Clerk know before deadline.
- f) Still need signs for Town Council Carpark.
- g) Clerk will now need to write formal letters to Yahoo, Google and Outlook, asking them to delete any emails they have with Council. Refer to item a) on Agenda.

**BW/065/19 Website: Cllr Walters.**

Town Council already paid for the website, but it has been idle for some time now and Council needs to start promoting the Strand and the Town again. There was a discussion about how Council would name new website; it was agreed that Council would revisit this in June's Town Council Meeting. Cllr Walters can make enquires about name availability. Clerk declared interest forms filled in.

**BW/066/19 Code of Conduct: Cllr Davies.**

This is by no means the whole of the code, but 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, that you have dealings with in your capacity as a Councillor.

**BW/067/19 Finance: Cllr Ronicle.**

Brief update, but we will have to revisit this in June: Current account has approximately £84,000. Audit with Rialtas show all accounts, receipts and petty cash are balanced. Internal audit will be discussed at June's Town Council Meeting. Cllr Ronicle will be meeting with the internal auditor on Thursday 16/5/19.

Town Council also needs to address the current accounts, as at the moment everything is coming out of the Town Council account and Council needs to start using the Strand account.

Cllr Ronicle would like to start paying the Clerk's wages by direct debit, as at the moment it is in cheque form and this is not suitable.

Clerk needs to be trained properly in Finance with Rialtas. Clerk also needs training with SLCC.

Agreed that Clerk will submit any overtime in Town Council Monthly Meeting

**Proposed Cllr Ronicle/Seconded Cllr Reardon - Unanimous**

**BW/068/19 Commotion: Cllr Walters.**

Reports that local businesses meet on the 1<sup>st</sup> Friday of each month at various pubs around the Town on an informal basis, for networking and putting forward new ideas to help attract new businesses for the Town. All welcome.

**BW/069/19 Correspondence: Clerk.**

- a) Gardening club: requesting £100.00 donation to help upkeep of the tubs and gardening within the Town. Cllr Jones declared interest, relevant forms filled in.

**Proposed Cllr Prynne/Seconded Cllr Walters – Unanimous**

- b) Laptop prices from “It’s Dun” varying from £330-£479. It was agreed that Town Council does need another form of computer.

**Proposed Cllr Ronicle/Seconded Cllr Waller – Unanimous**

- c) Pixelhaze offer a £60.00 add on, which offers a wide range of help and training throughout the year.

**Proposed Cllr Ronicle/Seconded Cllr Prynne – Unanimous**

- d) Office needs and new printer and Shredder. Cllr Ronicle sets a budget for printer of £400.00

**Proposed Cllr Ronicle/Seconded Cllr Waller - Unanimous**

**BW/070/19 Roles and Responsibilities: Cllr Prynne**

An outline given of commitment required to fulfil the duties expected prior to nomination and voting for the vacancies to be filled. A brief summary given of the Mayor, Deputy Mayor and Councillors roles within the Town Council.

**BW/071/19 Election of Mayor/Chairman: Clerk**

**Secret ballot - Majority Cllr Gwyn Davies**

**Nominated Cllr Prynne/ Seconded Cllr Reardon - Unanimous**

**BW/072/19 Election of Deputy Mayor: Clerk**

**Secret ballot - Majority Cllr Alan Waller**

**Nominated Cllr Ronicle/Seconded Cllr Walters - Unanimous**

**BW/073/19 The Strand Hall: Cllr Davies**

There have been some pricing issues recently, and these need addressing. Cllr Prynne suggested that a Policy & Resourcing meeting is held after the AGM. All bookings should now go through the Clerk, who is also keeping a record

of how much of her time is spent on Strand business. Booking forms also have some flaws, which need addressing.

The Safety Group for the RWS have a budget of £1000 to use for the hire of The Strand. This has been provisionally agreed, subject to PCC agreeing to the contract that has been sent out to them.

**Cllr Ronicle** asks how the money will be spent. Perhaps some sort of project for the benefit of the Town. Maybe a questionnaire as to what the Town would like should be made available at the Town Council stand at Builth Fest.

The Groe toilets are having issues, and 3 are currently not working. Quotes for the work to be carried out: £498 plus V.A.T.

**Proposed Cllr Waller/Seconded Cllr Prynne – Unanimous**

Snag list that needs addressing, and various locks and shelving required around the Strand: suggestion maybe a key code on the cupboard that houses toilet equipment. This has been agreed in a previous Town Council meeting.

**BW/074/19 Report: Cllr Reardon.**

Dog “Poo bags” which are provided by Town Council seem to be used far more frequently than they have previously, and sometimes being are being tied up and put onto tree branches. Would like some suggestions on how to make savings in this area.

**BW/075/19 Report: Cllr Prynne.**

Has made enquires as to when the work will start on the renovation of the War Memorial.

**Meeting closed 9:02 pm**

**Signed..... Date.....**