



BUILTH WELLS TOWN COUNCIL
CYNGOR TREF LLANFAIR-YM-MUALLT

Mayor: Councillor Gwyn Davies
Town Clerk: Louise Hammond

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Minutes of the Policy and Resources Committee meeting
held on Monday 4th November 2019 at 7.00 pm
at The Strand Hall, Builth Wells.

In attendance: Cllr Gwyn Davies (Mayor), Cllr Alan Waller (Deputy Mayor), Cllr Brian Reardon.

Apologies for absence: Cllr Walters, Cllr Ronicle.

Also present: Louise Hammond (Town Clerk).

PR2	<p>Delcaration of Interest: Reminder to members.</p> <p>A personal Interest is also a Prejudicial Interest because under the objective public perception test (<i>Para 12(1) of the Members' Code of Conduct</i>) 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.</p>
PR3	<p>Minutes: To authorise the Chairman to sign the minutes of the Policy, Resource and Finance Meeting on the 20th August as a correct record.</p> <p>Proposed Cllr Waller/Seconded Cllr Reardon</p>
PR4	<p>Financial Regulations: Cllr Ronicle.</p> <p>Cllr Ronicle sent apologies, these will have to be looked at in more detail and brought back to Town Council meeting at a later stage. It has been acknowledged that the Clerk needs guidance in the role of RFO. Enquires will be made to facilitate this.</p>
PR5	<p>Grants: Clerk.</p> <p>New grant format was accepted by Committee. Need clarity on Donations. Clerk to speak with Gwilym Rippon to ascertain what is required.</p>

	Proposed Cllr Davies/seconded Cllr Waller
PR6	<p>Budget: Cllr Ronicle.</p> <p>Cllr Ronicle sent apologies. Committee decided to have an in-depth discussion about the current budget and see what adjustments needed working on. Budget is still ongoing, and draft will be presented to Council in December for review and comments before the budget meeting set for 7th January 2020</p>
PR8	<p>The Strand Hall: Standing orders: Clerk.</p> <p>New Model Format from NALC, accepted by Committee</p> <p>Proposed Cllr Reardon/Seconded Cllr Waller</p>
PR9	<p>CCTV and Alarms: Cllr Davies</p> <p>Cllr Davies is concerned that we have recently lost some equipment from the Cupboard at Strand and feels that we need to tighten up on who has access with a possible view to getting CCTV cameras in the area. After some discussion it was decided to get some quotes, or maybe divert one of the cameras from the Groe if this is an option. Cllr Davies will look into this.</p> <p>It was decided that only qualified technicians can now use the equipment for events. We need to train some more people for this. Cllr Ronicle has the details.</p> <p>Alarms need addressing as current alarm system has never been connected and now out of date. Cllr Davies looking into this.</p>
PR9	<p>Booking Forms: Clerk</p> <p>Booking forms have been updated and look more streamlined and fit for purpose. Clerk still working on the terms and conditions.</p> <p>Proposed Cllr Reardon/Seconded Cllr Waller</p>
PR10	<p>Handy Person: Clerk.</p> <p>Clerk to advertise for a self-employed Handy person, who can do some Carpentry work and Painting for the Strand, as it is looking a bit tired.</p>
PR11	All recommendations will go back to full Town Council for final approval and agreement

Meeting closed 10.00 pm

Louise Hammond

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Public Speaking Procedure at Council Meetings

The following criteria should be followed:

- a) If there are several members 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, and an answer shall be given providing it had already been discussed.