



**BUILTH WELLS TOWN COUNCIL**  
**CYNGOR TREF LLANFAIR-YM-MUALLT**

**Mayor:** Councillor Gwyn Davies  
**Town Clerk:** Louise Hammond

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Members of the Town Council are hereby summoned to attend the next PRF meeting of the Builth Wells Town Council, which will be held on **Tuesday 29th September 2020** commencing at **7.00 pm**, at the Strand Hall, Builth Wells.

# AGENDA

<b>1</b>	<b>Apologies for absence:</b>
<b>2</b>	<b>Delcaration of Interest:</b> Reminder to members. 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.
<b>3</b>	<b>Minutes:</b> To authorise The Chairman to sign the minutes of the meeting held on 7th January 2020 as being a correct record.
<b>4</b>	<b>Standing orders &amp; Financial Regulations Review:</b> Clerk
<b>5</b>	<b>Direct Debit Review:</b> Clerk
<b>6</b>	<b>Fixed Asset Register Review:</b> Clerk

<b>7</b>	<b>Budget (Draft):</b> Clerk
<b>8</b>	<b>Health and Safety &amp; Risk Assessments Review:</b> Clerk
<b>10</b>	<b>Staffing Committee Review:</b> Cllr Thomas
This Town Council Meeting will be conducted via Skype/Zoom. Due to current Covid-19 measures no admittance for public or press.	

<p><b>Louise Hammond</b>  Town Clerk  Council Offices  The Strand Hall  Builth Wells  Powys LD2 3AA  Tel No: 01982 551568</p>	<p><b>Signed by Town Clerk:</b></p> 
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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.