



**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 7th January 2020 at 7.00 pm**  
**at The Strand Hall, Builth Wells.**

**In attendance:** Cllr Gwyn Davies (Mayor), Cllr Alan Waller (Deputy Mayor), Cllr Brian Reardon, Cllr Jane Walters, Cllr Greg Thomas, Cllr Gary Goodwin.

**Apologies for absence:**

**Also present:** Louise Hammond (Town Clerk).

<b>PR2</b>	<b>Delcaration of Interest:</b> None.
<b>PR3</b>	<b>Minutes:</b> To authorise the Chairman to sign the minutes of the Policy, Resource and Finance Meeting on the 4th November 2019 as a correct record. <b>Proposed Cllr Waller/Seconded Cllr Reardon - All in favour</b>
<b>PR4</b>	<b>Change of Committee members (PRF):</b> To now include Cllr Thomas, Goodwin.
<b>PR5</b>	<b>Staffing Committee:</b> Clerk. This will now meet twice a year. Clerk to arrange first meeting.
<b>PR6</b>	<b>Biodiversity:</b> Clerk. After some discussion about how Town Council should move forward on this, it was decided that there is a piece of land which is dormant and could be used for this project. Town Council thought it would be nice if the local primary school took over the upkeep of this site with the help of the Groe Committee. Clerk to contact the primary school to see if this is something they would be interested in for the children. <b>Proposed Cllr Waller/Seconded Cllr Walters – All in favour</b>

<b>PR7</b>	<p><b>Banking:</b> Clerk. Clerk advised that the last stages of setting up the new banking system is almost complete, and the hope is that it should be fully up and running by the end of January.</p> <p><b>Card Reader:</b> Clerk. After some discussion it was decided that this would be a good idea for the Strand. As sometimes payment is late, and deposits are not sent in.</p> <p><b>Proposed Cllr Waller/Seconded Cllr Walters – All in favour</b></p>
<b>PR8</b>	<p><b>Policies:</b> Clerk. After some discussion around the Policies and some tweaking which needs to be made Town Council resolved to keep all the Policies submitted. Clerk to make minor changes to some of the Policies before going onto website.</p> <p><b>Proposed Cllr Thomas/Seconded Cllr Reardon – All in favour</b></p>
<b>PR9</b>	<p><b>Deposits for Events:</b> Clerk. There was a long discussion around this issue. Town Council resolved that as there has been damage to the venue in recent months it was now necessary to ask for a refundable deposit for all social events especially 18/21 birthday parties. It was proposed that the Clerk using discretion would ask for a deposit for £200.00 for certain social functions, this would then be refunded after the event if there is no damaged caused.</p> <p><b>Proposed Cllr Thomas/Seconded Cllr Goodwin – All in favour</b></p>
<b>PR10</b>	All recommendations will go back to full Town Council for final approval and agreement

**Meeting closed 8.30 pm**

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