



Working Group Report to Builth Wells Town Council

All reports to be circulated in advance of BWTC Meeting.

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| Working Group Name | Christmas Lights. |
| Meeting Held (Date) | 02/08/2022 (8.00pm to 8.40pm) |
| Present at Meeting | Cllrs Waller, Davies, Godwin, Hammond. 3 x Community Volunteers. |
| Apologies / Non-Attendance | |
| Person submitting this report | Cllr Mark Hammond |
| Agenda Items for Resolution/Decisions Needed <i>Please list each point requiring a decision separately for inclusion on the agenda. Please note items not included on the agenda cannot be approved.</i> | <ol style="list-style-type: none"> 1. 3 x new Christmas lights @ £242.50 each. 2. 1 x Supply Box @ £120. 3. 2 x Street-crossing lights @ £386.50 each 4. 24 x Duralight Couplers @ £1.50 each |
| Spending Level Requiring Authorisation | None: Currently within the £4000 budget set and agreed by Council. |
| Quotes Circulated (if required) | |
| Relevant Powers to Spend (if spending approval needed) <i>Please liaise with Clerk if guidance required.</i> | S.144 Local Government Act 1972 (Power to encourage visitors) |
| Policies Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i> | Standing orders & Financial Regulations apply |
| Risk Assessment Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i> | N/A: Powys County Council Operations Team will be requested to undertake the installation, Using their own policies, guidance, and related risk assessments |
| Notes / Other Items Supporting Above | N/A |



Summary of Meeting

1. POWYS COUNTY COUNCIL S178 APPLICATION FORM: Task checklist created by Cllr Hammond and handed to Cllr Waller for its undertaking; Includes structural & electrical requirements, EL1 & SR1 schedules, anchorage testing points (if required), supply box tests (if required) and Christmas lights / street lighting checks. Cllr Waller to lead on this and he advised group that arranging for the Christmas lights / street lighting testing to be done is progressing. Cllr Hammond also informed the group that he was arranging for larger copies of the column lighting layout map to be printed.

2. GENERAL DISCUSSION:

- > poles and supply box near to Lion Hotel.
- > putting a supply box near to the Wyeside.
- > Caleb Roberts supply box location.
- > asking Carl for loan of his cage.

Relevant decisions to be made at a later date.

3. REMAINING BUDGET & ITEMS FOR PURCHASING: To date, **£250** has been spent from the allocated Events Working Group budget of £4000. This left **£3750**. The group was reminded that we need to put aside the following:

- > approximately **£1000** for installation by Powys County Council.
- > approximately **£600** for the electricity bill.
- > approximately **£350** for the testing of Christmas lights & street lighting.

This then left approximately **£1800**.

A discussion then took place regarding new lights and equipment that were needed. These were as follows:

- > 3 x new Christmas lights @ **£242.50** each.
- > 1 x Supply Box @ **£120**.
- > 2 x Street-crossing lights @ **£386.50** each
- > 24 x Duralight Couplers @ **£1.50** each

These came to a total of **£1656.50**. This left a budget balance of approximately **£143.50**.

The group agreed to go ahead with the purchases.

Cllr Davies informed the group that we had a credit note from purchasing last year, which was **£260.00**. Added to the running budget total, this currently leaves the groups unspent budget at **£403.50**.



4. NEXT MEETING: No fixed date was set, but it was recognised by the group that this would have to be in October at the latest.