



Working Group Report to Builth Wells Town Council

All reports to be circulated in advance of BWTC Meeting.

Working Group Name	<ol style="list-style-type: none"> 1. Christmas Lights 2. Open Spaces 3. Events
Meeting Held (Date)	<ol style="list-style-type: none"> 1. 7/2/23 at 1800 hours (finished at 1830 hours) 2. 7/2/23 at 1830 hours (finished at 1855 hours) 3. 7/2/23 at 1855 hours (finished at 1920 hours)
Present at Meeting	<ol style="list-style-type: none"> 1. Cllrs Waller/Davies/Goodwin/Lowe/Hopkins/Hammond + 2 Community Volunteers 2. Cllrs Waller/Davies/Goodwin/Lowe/Hopkins/Hammond 3. Cllrs Waller/Davies/Goodwin/Lowe/Hopkins/Hammond
Apologies / Non-Attendance	Cllr L.Pugh
Person submitting this report	Cllr Hammond
Main Agenda Items for Resolution/Decisions Needed <i>Please list each point requiring a decision separately for inclusion on the agenda.</i> <i>Please note items not included on the agenda cannot be approved.</i>	<ol style="list-style-type: none"> 1. Christmas Lights: <ol style="list-style-type: none"> a. Honorarium cheques b. Remaining budget total c. Testing & repairs / replacement parts 2. Open Spaces: <ol style="list-style-type: none"> a. Benches b. Trees c. Graffiti on Groe Toilet Wall 3. Events: <ol style="list-style-type: none"> a. Mayors Event b. Coronation Coins / Cups (BW Primary School) c. Volunteer Day Bank Holiday Monday d. Coronation
Spending Level Requiring Authorisation	<ol style="list-style-type: none"> 1. Christmas Lights (c): +/- £380.00 2. Open Spaces: £0.00 3. Events (b): +/- £1000.00
Quotes Circulated (if required)	N/A
Relevant Powers to Spend (if spending approval needed) <i>Please liaise with Clerk if guidance required.</i>	S.137 Local Government Act 1972. S.144 Local Government Act 1972. S.145 Local Government Act 1972.
Policies Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	Standing Orders / Financial Regulations / H&S Policy: all active in above cases.



Risk Assessment Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	<ol style="list-style-type: none">1. Christmas Lights: N/A at this time.2. Open Spaces: N/A at this time.3. Events (a): A current Risk Assessment is in place for the Strand but will need to be revisited by Events Working Group prior to any event.
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Summary of Meeting

1. Christmas Lights:

Honorarium cheques: Given out by Mayor during meeting.

Remaining budget total: Cllr Hammond informed the meeting that there was **£403.50** left in the current budget.

Testing & repairs / replacement parts: Cllr Waller stated that PAT testing is needed. He postulated that this would be around August this year, so that it covers us until the end of January 2024. The meeting then discussed the need for certain replacement parts: It was agreed that we needed 2 x supply boxes at an estimated cost of **£130** for the pair, and a new Pole light at an estimated cost of **£250**. This gave a total amount of spending needed to **£380+/-**, leaving a balance of **£23.50 +/-**.

Matter to be taken to full Council on 14th February 2023 for discussion and decisions to be made.

General discussions then took place in respect of:

- Replacement of timers.
- Lights and locations.
- The Angel wing light opposite Alpha Church.
- How well the installation and removal of the lights had gone.
- Requirement for data by the National Grid.
- Location plans for the poles and wires.
- Replacement of some bulbs in respect of making the lights look different for this Christmas.

2. Open Spaces:

Benches: There is one bench left to put in place; it is currently awaiting pick-up from PTP.

Cllrs Davies & Waller have undertaken to get this done by the end of March 2023.

There is also a need to contact Ashley Bufton in respect of the concrete bases of the other benches; these all need remedial work carried out as soon as is practicable.

Clerk to make contact.

Trees: Cllr Davies has been unable to contact Mr Mills in respect of arranging a general inspection.

This is particularly important owing to the contact we have had from resident whose house backs on to Town Council land, towards the Irfon Bridge.

Cllr Davies to make contact with Mr Mills.



Graffiti on Groe Toilet Wall: Cllrs Waller & Davies told the meeting that washing the graffiti off had been tried but without success. They said that there is a special paint that can be used, and we could possibly ask Powys County Council if they had any. There would still be a cost implication. Cllr Lowe then informed the meeting that during a conversation with County Councillor Jeremy Pugh, Jeremy had said that he was going to get it dealt with.

Matter to be brought back to the full Council meeting on 14th February 2023 and County Councillor Pugh to be asked about the issue.

3. Events:

Mayors Event: Cllr Waller stated that the theme of the event would be “Peaky Blinders”, and have a Hog Roast, with local bands also playing. The chosen charity would be Dementia Matters in Powys (DMIP). An in-depth discussion then took place in respect of funding and financial issues, pertaining to the financial and legal constraints in respect of the Town Council. As a result of this, a framework was decided upon:

- The Town Council would donate the use of the Strand Hall to DMIP.
- DMIP would be invited to arrange and manage the event, particularly in respect of ticket money collection and banking. They will also be invited to arrange any charity auction (including items to be auctioned), together with the collection and banking of monies received.
- DMIP would be assisted in arranging of the Bands / Hog Roast etc by volunteers from the Council, but not acting in an official Council capacity. The Mayor would also be in a position to put his Mayors/Chairman allowance to use in this respect, if so needed.
- The Mayor would present Community Awards as per the previous Mayors event.

This framework would then negate the necessity of the Town Clerk being involved with issues that fall outside of her role as Clerk & Responsible Financial Officer.

Matter to be taken to full Council on 14th February 2023 for discussion and decisions to be made.

Coronation Coins / Cups (BW Primary School): Cllr Lowe stated that he had had discussions with the Builth Wells Primary School Governors, and they had requested that (in line with other Schools in the area) coins be the preferred option. The Town Clerk has previously circulated coin choices, and the estimated cost of this would be **£1000 +/-**. The meeting agreed that this would be the best option.

Matter to be taken to full Council on 14th February 2023 for discussion and decisions to be made.

Volunteer Day Bank Holiday Monday: The meeting concluded that this was more than likely going to be led by the Voluntary sector (e.g. PAVO etc).

Town Council to await further communication / information from those involved.

Coronation:

- (a) The meeting was told that Cllr Lauren Pugh was going to be looking into the issue.
- (b) A discussion also took place around street parties and/or any event being done by Builth Wells Primary School, and whether the Town Council could contribute any funding to this.

(a) Cllr Lauren Pugh to be asked for update at the full Council meeting on 14th February 2023.

(b) Cllr Lowe to ask Primary School what their plans are, if any.

