

Brecon Town Council

The Guildhall, Brecon
Powys, LD3 7AL
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Town Clerk: Mrs Fiona J Williams



Cyngor Tref Aberhonddu

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Clerc y Dref: Mrs Fiona J Williams

18 May 2020

Dear Councillor,

Notice is hereby given that a meeting of the **BRECON TOWN COUNCIL** will be held remotely via **GO-TO MEETING**, on **TUESDAY 26 MAY 2020 AT 7:00PM** to transact the business appearing in the Agenda below.

Your attendance is respectfully requested.

Yours sincerely

Mrs Fiona J Williams
Town Clerk

ITEM	TITLE	ATTACHED / ORAL	PRESENTER
PRELIMINARY MATTERS			
1	Apologies	Oral	Town Clerk
2	Declarations of Interest	Oral	All as appropriate
3	Announcements	Oral	Mayor
4(a)	Minutes from Town Council: 1 May 2020 for approval	Attached (Pages 196 – 200)	Mayor
(b)	Minutes from Annual General Meeting: 11 May 2020 for approval	Attached (Pages 1 – 3)	Mayor
5	Matters arising from the minutes	Oral	Mayor
SECTION A			
ITEMS FOR RECEIPT AND CONSIDERATION			
6	In respect of Accounts and Audit for year ended 31 st March 2020:		Mayor
(a)	Receive and consider Budget & Actual with Balance Sheet figures	Attached C(A)	
(b)	Approve and sign the Accounts to 31 st March 2020	Attached C(B)	

<p>(c)</p> <p>(d)</p> <p>(e)</p>	<p>Approve and sign Annual Return for audit for the year ended 31st March 2020:</p> <ul style="list-style-type: none"> i. Approve Accounting Statements 2019-20 (Pg.2) ii. Complete and approve Annual Governance Statement (Part 1 of Annual Return – Pg. 3) iii. Complete and approve Annual Governance Statements (Part 2 of Annual Return – Pg. 4) iv. Receive and sign Approval and Certification <p>Receive Annual Internal Audit Report with Annual Governance Statements (Pgs. 6-7)</p> <p>Reserves Analysis</p>	<p>Attached C(C)</p> <p>Attachment as above C(D)</p> <p>Attached C(E)</p>	
<p>7</p>	<p>To agree to use standing order 76, to vary standing order 43, to appoint a Chair and Vice Chair for the Planning, Guildhall and Staffing Committee, the Environment and Events Committee and the Finance and Commissioning of Contracts Committee</p>	<p>Oral</p>	<p>Mayor</p>
<p>8</p>	<p>To receive list of decisions taken under delegated powers.</p>	<p>Attached C(F)</p>	<p>Mayor</p>
<p>9</p> <p>(a)</p> <p>(b)</p> <p>(c)</p>	<p>To consider and approve Risk assessments</p> <ul style="list-style-type: none"> (a) Grounds maintenance (b) Electricity and Gas safety (c) Hazardous substances 	<p>Attached C(G)</p> <p>Attached C(H)</p> <p>Attached C(I)</p>	<p>Mayor</p>
<p>10</p> <p>(a)</p> <p>(b)</p> <p>(c)</p> <p>(d)</p> <p>(e)</p>	<p>Risk assessments reviewed and recommended for approval</p> <ul style="list-style-type: none"> (a) Lone working at office premises (b) First floor windows (c) Retractable seating (d) Flags (e) Use of cellar 	<p>Attached C(J)</p> <p>Attached C(K)</p> <p>Attached C(L)</p> <p>Attached C(M)</p> <p>Attached C(N)</p>	<p>Mayor</p>
<p>11</p>	<p>Amended Visit Brecon Volunteering Policy</p>	<p>Attached C(O)</p>	<p>Mayor</p>
<p>12</p> <p>(a)</p> <p>(b)</p>	<p>Policies for consideration and reapproval</p> <ul style="list-style-type: none"> (a) Social Media for employee's policy (b) Subject access policy 	<p>Attached C(P)</p> <p>Attached C(Q)</p>	<p>Mayor</p>

(c)	Information and Data protection policy	Attached C(R)	
13	Schedule of Planning Applications Received	Attached C(S)	Mayor
14	Schedule of decisions of the National Park Authority	Attached C(T)	Mayor
15	PR and Press opportunities	Oral	Mayor
16	Any other business of an urgent nature and for information purposes only.	Oral	Mayor

DISTRIBUTION

Members of the Town Council

The Brecon Library

The Inspector – Dyfed Powys Police, Brecon

Brecon and Radnor Express

It is recommended that for the purpose of this section the Committee pass the following resolution:-

"THAT in view of the confidential nature of the business about to be transacted whereby matters of a possible personal nature might be discussed in relation to the staff of the Council, and matters of a sensitive nature, it is advisable in the public interest, that the public and press be temporarily excluded and they be instructed to withdraw."