MINUTES OF A MEETING OF THE BRECON TOWN COUNCIL HELD REMOTELY VIA GOTOMEETING ON TUESDAY 26 MAY 2020 AT 7.00 P.M.

10/20 PRESENT

Councillor C Walsh (Mayor in the Chair)
Councillor M Dorrance (left at 8:00pm)
Councillor J Powell
Councillor R Thomas
Councillor M Matthews
Councillor A Mathias
Councillor E Trailor
Councillor I Williams
Councillor T Davies
Councillor L Rijnenberg
Councillor S Morgans
Councillor A M C Weale
Councillor M Perry
Councillor D Meredith

In Attendance: Fiona Williams (Town Clerk)
Rhys Ridge-Evans (Administrative Officer)

All persons noted above were present by video link with the exception of Councillor D Meredith who was present at the meeting by telephone link only. However, Councillor Thomas' camera was not operational.

11/20 APOLOGIES

Apologies were received from Councillor Ham.

12/20 DECLARATIONS OF INTEREST

Councillor Rijnenberg declared an interest in application 4311 of agenda item 13. The Town Clerk reminded Members that if any interests were declared, that they were required to leave the remote meeting and that she would telephone them to invite them to re-join once that item had been completed. The Administrative Officer informed the Mayor that the date for comments on that application had passed.

13/20 ANNOUNCEMENTS

The Mayor informed Members that due to the ongoing pandemic, he was unable to attend any civic functions.

SECTION A

14/20 MINUTES

The Minutes of the meeting of the Council held on 1 May 2020 (Pages 196 to 200) (copies of which had been previously circulated)

IT WAS RESOLVED

THAT the Minutes of the Town Council meeting held on 1 May 2020 be taken as read, approved as a true record, and signed.

15/20 ANNUAL GENERAL MEETING

The Minutes of the Annual General Meeting of the Council held on 11 May 2020 (Pages 1-3) (copies of which had been previously circulated)

IT WAS RESOLVED

THAT the Minutes of the Annual General Meeting of the Town Council held on 11 May 2020 be taken as read, approved as a true record, and signed.

16/20 ACCOUNTS AND AUDIT FOR YEAR ENDED 31st MARCH 2020

Submitted (copies of which had been previously circulated) :

(a) Budget & Actual with Balance Sheet figures **C(A)**
(b) Accounts to 31st March 2020 **C(B)**
(c) Annual Return for Audit for year ended 31st March 2020 **C(C)**
(d) Annual Internal Audit Report within Annual Governance Statement. **C(D)**
(e) Reserves analysis **C(E)**

Members considered the documents provided at (a), (b) and (c) and Questions 1 to 9 of the Annual Governance Statement (Part 1 of the Return) and Questions 1 to 3 of the Annual Governance Statement (Part 2 of the Return) and it was

RESOLVED

THAT the Accounts to 31st March 2020 be approved and that questions 1 to 9 in Part 1 of the Annual Governance Statement be answered 'yes' and questions 1 and 2 in Part 2 be answered 'yes' and that the Approval and Certification be agreed and that the Annual Internal Audit Report be received and that the

Mayor signs and dates the Return accordingly.

17/20 TO AGREE TO USE STANDING ORDER 76, TO VARY STANDING ORDER 43, TO APPOINT COMMITTEE CHAIRS AND VICE CHAIRS

The Mayor asked Members if they were in agreement to use standing order 76, to vary standing order 43, to appoint Committee chairs and Vice chairs. The Town Clerk informed Members of the proposals received for the Chairs and Vice Chairs and the Mayor invited the proposals to be seconded and it was

RESOLVED UNANIMOUSLY

THAT Councillor Rijnenberg be appointed as the Chair of the Planning, Guildhall and Staffing Committee and that Councillor Thomas be appointed as the Vice Chair.

RESOLVED UNANIMOUSLY

THAT Councillor Perry be appointed as the Chair of the Finance and Commissioning of Contracts Committee and that Councillor Davies be appointed as the Vice Chair.

RESOLVED UNANIMOUSLY

THAT Councillor Williams be re-appointed as the Chair of the Environment and Events Committee and that Councillor Matthews be re-appointed as the Vice Chair.

18/20 LIST OF DECISIONS TAKEN UNDER DELEGATED POWERS

Submitted **C(F)** a list of decisions taken under delegated powers. Members queried which stretch of river the Town Council manages for fishing. The Town Clerk informed Members which stretch of water is managed by the Town Council.

THIS information was taken as received and noted.

19/20 TO CONSIDER AND APPROVE RISK ASSESSMENTS

Submitted (copies of which had been previously circulated) :

(a) Grounds Maintenance **C(G)**
(b) Electricity and Gas safety **C(H)**
(c) Hazardous Substances **C(I)**

The Mayor asked for Members comments on the risk assessments and requested that all comments be directed to the Town Clerk. The Town Clerk informed Members that with regards to the Electricity and Gas Safety Risk Assessment, there was a gas bottle being stored in the lockup by the bandstand as there is no suitable outside space for it to be stored and asked if it should remain in place, be moved, or disposed of. This was discussed and after discussion it was

RESOLVED UNANIMOUSLY

THAT the gas bottle be removed with regards to the Electricity and Gas safety risk assessment and that any further comments should be fed to the Town Clerk, but subject to this, the risk assessments are approved.

20/20 RISK ASSESSMENTS REVIEW AND RECOMMENDATIONS

Submitted (copies of which had been previously circulated) :

(a) Lone working at office premises **C(J)**
(b) First floor windows **C(K)**
(c) Retractable seating **C(L)**
(d) Flags **C(M)**
(e) Use of cellar **C(N)**

RESOLVED UNANIMOUSLY

THAT the risk assessments above be approved.

21/20 AMENDED VISIT BRECON VOLUNTEER POLICY

Submitted **C(O)** amended Visit Brecon Volunteering Policy.

RESOLVED UNANIMOUSLY

THAT the policy be approved as drafted.

22/20 POLICIES FOR CONSIDERATION AND REAPPROVAL

Submitted (copies of which had been previously circulated) :

(a) Social media for employee's policy **C(P)**
(b) Subject access policy **C(Q)**
(c) Information and data protection policy **C(R)**

RESOLVED UNANIMOUSLY

THAT the policies be reapproved as drafted, subject to some typing amendments to the social media for employee's policy and the movement of the definitions box in the information and data protection policy.

23/20 PLANNING APPLICATIONS

(a) Submitted – Schedule of Planning Applications received from Brecon Beacons National Park Authority (copies of which had been previously circulated - **C(S)**).
(b) Submitted – Schedule of Decisions of the Brecon Beacons National Park Authority (copies of which were circulated at the meeting – **C(T)**).

The Committee considered the additional applications received as shown on the schedule.

RESOLVED

(a) THAT the Council has no observations in relation to the planning applications contained in the attached C(S) schedule application no. 4303 to no. 4318 be forwarded to the Brecon Beacons National Park Authority.
(b) THAT the schedule contained in the attached C(T) be received and noted.

24/20 PR OPPORTUNITIES ARISING FROM THE MEETING

That the fishing rights are closed presently and that this is being assessed regularly, and that an improvement in cleanliness has been noted since replenishment of the dog waste bags.

25/20 ANY OTHER BUSINESS

The Mayor recommended that a meeting of the Finance and Commissioning of Contracts Committee should take place in the next few weeks due to the number of grant applications that had been received, and this was noted.

The Mayor informed Members that the public toilets cleaning and maintenance contract expires at the end of May and that it would now be timely to look at the options when the toilets are able to be reopened and it was agreed that a working group look at this further and provide a recommendation to the Finance and Commissioning of Contracts Committee. The working group was agreed as the Mayor, Deputy Mayor,

Chair and Vice Chair of the Finance and Commissioning of Contracts Committee.

26/20 EXCLUSION OF THE PUBLIC AND PRESS

SECTION B

RESOLVED

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 finances or staff of the Council, and matters of a sensitive nature, it was advisable in the public interest that the public and press be temporarily excluded and that they be instructed to withdraw from the meeting.