

**MINUTES OF A MEETING OF THE BRECON TOWN COUNCIL HELD IN THE COUNCIL CHAMBER AND REMOTELY VIA ZOOM ON TUESDAY 28 MAY 2024 AT 7.00 P.M.**

**13/24 PRESENT**

Councillor J Powell (Mayor in the Chair)  
Councillor C Walsh (remote)  
Councillor N Stone  
Councillor D Meredith  
Councillor M Matthews  
Councillor L Rijnenberg OBE  
Councillor S Morgans (remote) (arrived 7:07pm)  
Councillor T Fretten  
Councillor R Thomas (remote)

**In Attendance:** Fiona Williams (Town Clerk)  
Rhys Ridge-Evans (Administrative Officer)(remote)  
Mr Andy Collinson (Theatr Brycheiniog)(left 7:19pm)  
Ms Eleri Jones (Theatr Brycheiniog)(left 7:19pm)

**Not in attendance:** Councillor N Kilgallon  
Mr R Gillard (Youth Representative)  
Miss B Arthur (Youth Representative)

**14/24 PRESENTATION**

The Mayor welcomed Ms Eleri Jones, Theatr Brycheiniog Director, and Mr Andy Collinson, Chair of the Theatr Brycheiniog Board, to the meeting, and invited them to give their presentation. Ms Jones thanked Members of the Council for their time and gave an overview of her background and future plans for the Theatr. After her presentation, Members had the opportunity to ask questions which Ms Jones and Mr Collinson answered. The Mayor thanked Ms Jones and Mr Collinson for their time this evening, and they left the chamber and did not return.

**15/24 APOLOGIES**

Apologies were received from Councillors Walton, Dorrance, Perry, Drinan, and Davies.

**16/24 DECLARATIONS OF INTEREST**

There were no declarations of interest.

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### **17/24 ANNOUNCEMENTS**

The Mayor informed Members of the events he has attended since the Annual General Meeting.

### **18/24 YOUTH REPRESENTATIVE REPORT**

There were no items.

### **SECTION A**

### **19/24 MINUTES**

The Minutes of the meeting of the Council held on 22 April 2024 (Pages 197 – 202) (copies of which had been previously circulated) were considered

### **20/24 ARISING FROM THE MINUTES**

The Administrative Officer noted that the date in the header of the minutes was incorrect and would make the change in readiness for signing. Subject to the foregoing, it was

#### **IT WAS RESOLVED**

**THAT the Minutes of the Meeting of the Town Council held on 22 April 2024 be taken as read, approved as a true record, and signed.**

### **21/24 PLANNING, GUILDHALL AND STAFFING COMMITTEE – 7 MAY 2024**

The Minutes of the Planning, Guildhall and Staffing Committee held on 7 May 2024 (pages 205 – 207) (copies of which had been previously circulated) were considered

#### **IT WAS RESOLVED**

**THAT the Minutes of the Meeting of the Planning, Guildhall and Staffing Committee held on 7 May 2024 be taken as read, approved as a true record, and signed.**

### **22/24 FINANCE AND COMMISSIONING OF CONTRACTS COMMITTEE – 7 MAY 2024**

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The Minutes of the Finance and Commissioning of Contracts Committee held on 7 May 2024 (Pages 209 – 211) (copies of which had been previously circulated) were considered

### **IT WAS RESOLVED**

**THAT the Minutes of the Finance and Commissioning of Contracts Committee held on 7 May 2024 be taken as read, approved as a true record, and signed.**

### **23/24 ANNUAL GENERAL MEETING – 13 MAY 2024**

The Minutes of the Annual General Meeting held on 13 May 2024 (Pages 1 – 13) (copies of which had been previously circulated) were considered

### **IT WAS RESOLVED**

**THAT the Minutes of the Annual General Meeting held on 13 May 2024 be taken as read, approved as a true record, and signed.**

### **24/24 TERMS OF REFERENCE**

Submitted **C(A)(i)** Terms of Reference Planning, Guildhall, and Staffing Committee, **C(A)(ii)** Terms of Reference Finance and Commissioning of Contracts Committee, and **C(A)(iii)** Terms of Reference Environment and Events Committee. The Town Clerk informed Members that under the new Standing Orders these are to be presented at the first meeting after the Annual General Meeting. Members discussed the Terms of Reference, and it was

### **RESOLVED**

**THAT the Terms of Reference for each Committee be approved as drafted.**

### **25/24 APPOINTMENT OF MEMBERS TO STANDING COMMITTEES**

Submitted **C(B)** the 2023/24 Committee Membership. Members discussed this item. The Town Clerk confirmed that she has not received any requests to change, and it was

### **RESOLVED**

**THAT the Committee Membership remains the same for the 2024/25 Municipal Year.**

### **26/24 INVITATION FROM THE PSB**

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Submitted **C(C)** an invitation received from the PSB. Members discussed this item, and it was

### **RESOLVED**

**THAT this information be taken as received and noted.**

#### **27/24 ADOPTION OF COUNCIL'S TRAINING PLAN AND TRAINING RECORD**

Submitted **C(D)** Council's Training plan and Training Record. The Town Clerk reminded Members that under the revised standing orders, there is a proviso that Code of Conduct training must be carried out by all Members within 6 months of their acceptance of office, and presently there are some Members that have not completed this. The Town Clerk also stated that it was resolved in September 2022 that as a minimum, all Councillors should complete the Code of Conduct training along with Financial Regulations and Standing Orders familiarisation to enable this Council to consider resolving to implement the General Power of Competency. Again, there are Members that have not completed this.

### **RESOLVED**

**THAT the Training Plan for 2024/25 be approved as drafted.**

#### **28/24 SUGGESTED MEETING DATES FOR 2024/25 MUNICIPAL YEAR**

Submitted **C(E)** suggested meeting dates for 2024/25 Municipal Year.

### **RESOLVED**

**THAT the suggested dates be approved as drafted.**

#### **29/24 APPOINTMENT TO OUTSIDE BODIES**

Submitted **C(F)** 2023/24 list of appointments to Outside Bodies. The Mayor noted that the Dementia Friendly Brecon group is now defunct, and proposed that enquiries be raised with Alzheimer's / Dementia Matters in Powys instead to enquire whether they require a representative. Following discussion, it was

### **RESOLVED**

**THAT appointments to Outside Bodies and Organisations be approved without amendment.**

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### 30/24 REQUEST FOR GUILDHALL RECEPTION – ZULU VISIT

The Town Clerk explained that a request has been put forward to host a Zulu visit and the details of this were provided, along with funding information.

#### **RESOLVED**

**THAT the proposed function be approved with purchase of a gift to be decided by the Mayor and Council Members to be invited to the event unaccompanied.**

### 31/24 ACCOUNTS AND AUDIT FOR YEAR ENDED 31<sup>st</sup> MARCH 2024

Submitted (copies of which had been previously circulated) :

- (a) Budget & Actual to 31 March 2024 **C(G)**
- (b) Accounts to 31<sup>st</sup> March 2024 **C(H)**
- (c) Annual Return for Audit for year ended 31 March 2024 **C(I)**
- (d) Annual Internal Audit Report within Annual Governance Statement.  
**C(I)**
- (e) Reserves analysis and report concerning reserves **C(J)**

Members considered the documents provided at (a), (b), (c), (d), and (e) and Questions 1 to 9 of the Annual Governance Statement (Part 1 of the Return). An overview of the accounts and audit process was given by Councillor Walsh. The Town Clerk then explained the reserves schedule in some detail, going through each section of the reserves, and explaining the figures to Members. The Town Clerk also asked Members to inform her if there are any further earmarked reserves required from the 2023/24 budget that are not identified. Following discussed, it was

#### **RESOLVED**

**THAT the Accounts to 31<sup>st</sup> March 2024 be approved and that questions 1 to 9 in Part 1 of the Annual Governance Statement 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, and that the Reserves Analysis be approved as drafted.**

### 32/24 STATEMENTS OF ACCOUNTS PAID APRIL 2023 – MARCH 2024

Submitted **C(K)** Statements of Accounts Paid from April 2023 – March 2024.

#### **RESOLVED**

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**THAT the statements of accounts paid from April 2023 – March 2024 be taken as received, noted, and approved.**

### **33/24 CORRESPONDENCE FROM WALES AIR AMBULANCE**

Submitted **C(L)** correspondence received from Wales Air Ambulance dated 7 May 2024.

**RESOLVED**

**THIS information was taken as received and noted.**

### **34/24 AMENDMENT OF SIGNATORY – MAYOR’S CHARITIES ACCOUNT**

The Town Clerk informed Members that the current signatories for the Mayor’s Charities Account are Councillors Meredith, Powell, Davies, and herself, and that a resolution is needed to remove Councillor Davies. Following discussion, it was

**RESOLVED**

**To agree the proposed amendment of the signatories to the Mayor’s Charities Account.**

### **35/24 REVISED DIRECT DEBIT AND STANDING ORDERS 2024/25**

Submitted **C(M)** revised direct debit and standing orders list for 2024/25. The Town Clerk informed Members that there are two additional payments noted to the list presented at the previous Finance and Commissioning of Contracts Committee meeting, being those payments made on the debit card.

**RESOLVED**

**THAT this information was taken as received, noted, and approved.**

### **36/24 PR OPPORTUNITIES ARISING FROM THE MEETING**

There were none

### **37/24 ANY OTHER BUSINESS**

The Town Clerk informed Members that an email was circulated at the end of last week, being an invitation from Powys County Council to suggest new

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bus services. This correspondence had been received after the agenda was issued, and will be on the next Town Council agenda, but will close shortly after that, and therefore, has been circulated for timely action by Members. Following discussion, it was agreed that the Town Clerk arranges a conversation with Councillor Rijnenberg and Visit Brecon staff in this regard.

The Town Clerk provided an update in regard to the schools water competition which closed last Friday, and informed Members that the judging will take place shortly with the winning school to be presented with water bottles, and the winning design to be turned into a postcard.

The Town Clerk provided Members with an update in regard to the D-Day 80 events planned for next week, and informed Members that a stewards briefing will take place next week on Zoom. The Town Clerk invited discussion about filling the remaining slots at the fish and chip events and it was agreed to offer any spaces to the general public.

### **38/24 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.**