

Minutes of the ZOOM meeting of Montgomery Town Council Annual Meeting held on Thursday 22nd October 2020 at 7.15 pm.

Present: Cllr's H Andrew (Chairman) J Kibble (Deputy Chairman)
M Mills, L Weaver, C Weston, O Lewis, W Beaven, G Stephenson. R Harper

MINUTE 89 - Apologies - Cllr D Jones – may join later via Zoom
Cllr Thomas work commitment until 20.00 hours.

MINUTE 90 - DECLARATIONS OF INTEREST

None

MINUTE 91 – ELECTION OF CHAIRMAN/TOWN MAYOR

Chairman/Mayor will remain in position until May 2021

MINUTE 92 – ELECTION OF DEPUTY CHAIRMAN/DEPUTY MAYOR

Deputy Chairman/ Deputy Mayor will remain in position until May 2021

MINUTE 93 – APOLOGIES

No apologies

MINUTE 94 – DECLARATIONS OF INTEREST

No Declarations

MINUTE 95 – APPOINTMENT OF COMMITTEES

Staffing Committee required one more member until May 2021

Cllr W Beaven – AGREED

(New Committee) Complaints Committee Cllr's Kibble, Beaven and Harper
Cllr Mills will act as reserve. AGREED

All other committee members will continue until May 2021 - AGREED

MINUTE 96 – REPRESENTATION TO OTHER BODIES

VMRC – Cllr Harper elected – AGREED

All representatives to other bodies will remain until May 2021 – AGREED

Minutes of the ZOOM meeting of Montgomery Town Council Meeting held on Thursday 22nd October 2020 at 7.15 pm. - **This meeting was recorded**

MEMBERS of the public were invited to speak.

No requests to speak from Public

MINUTE 97 - CHAIRMAN'S ANNOUNCEMENTS

Chairman advised there would be a short Remembrance service at The Pound on Sunday 8th November at 10.50 am. This will be socially distanced with no more than thirty people in attendance. There will also be a service at The Pound on Wednesday 11th November at 11.00 am.

MINUTE 98 - MINUTES OF THE LAST MEETING

'MINUTES- They are intended to be formal records of official acts and decisions, not reports, still less verbatim reports, of the speeches made by councillors. Minutes should, therefore, be as short as is consistent with clarity and accuracy, and the arguments used in discussion need be recorded only if the decision cannot be clearly expressed in any other way. Short simple minutes are less likely to be defamatory than long reports.'

Amendments were requested for item 74, 76, 79, 81 and 85

Resolved to accept minutes of 24th September 2020

Council requested that Final Draft Minutes go on the Notice Board. Town Clerk will forward first drafts of the minutes to Councillors for any proposed amendments. Final Draft will be agreed between Chairman and Clerk for approval at the following meeting.

MINUTE 99 – INFORMATION FROM THE MINUTES

- Assets working party will meet on Wednesday 28th October via ZOOM. Cllr Kibble will pass this information to Cllr Jones.
- With reference to film crews, Cllr Kibble had contacted MWT asking that they follow the process of contacting the Town Clerk to advise if they are aware of film crews coming to the area.
- Replies had been received regarding Business Rates from Powys CC, Russell George AM and Craig Williams MP. It had not been possible to open the Town Hall for a number of months as regulations did not allow MTC to do this.
- Town Clerk was requested to check again re Business Rates.
- Cllr Kibble will check on regulations and confirm period of closure for building such as Town Hall and forward information on to councillors.
- Town Clerk informed that a loss of earnings payment was due shortly.

JK

JK

MINUTE 100- REPORT FROM COUNTY COUNCILLOR

No Report

MINUTE 101 – HIGHWAYS

- **Path to Hendomen** - Comments had been received regarding the path from Station Road to Hendomen, Cllr Weaver advised it was immensely helpful if people used Powys CC website to report these issues. Advice had been received previously that this path was going to be downgraded. Attention had been given to the footpath some six or seven years ago by Powys CC.

TC

Cllr Kibble advised that the fields below were part of the LDP housing allocation.

Powys CC will be contacted regarding this. AGREED

- **Lowered Pavement** - Cllr Kibble requested that Powys CC is contacted with regard to a lowered kerb outside the Town Hall on Arthur Street to assist with wheelchair accessibility to the bus stop as required by Disability Legislation.
- **Improving Traffic Flow Broad Street** – It is getting increasingly difficult for buses to gain access, A comment was made that Powys CC designed the bus route not the bus company. It would be desirable to change the route to terminate at Tan y Mur and turn onto Bishops Castle Street along Princes Street. AGREED

TC

TC

Cllr Thomas joined the meeting 20.05 hours

- **Tan y Mur** – Request Powys CC to review road surfacing as it is unsuitable for traffic and walkers. It was suggested that a notice would go on the Notice Board with a link to Powys CC website to report a problem with roads. AGREED -
- **Bus Stop Bishops Castle Street** – Leave this item
- **Forden Road** and New Road - Planning Committee would consider any highway issues when viewing planning applications in that area and forward any comments onto Powys CC
- **Information received from residents regarding road closure signs:** a closure in Powys and one in Shropshire occurred simultaneously, with each road being signed as the diversion for the other."
- A resident in Church Bank had concerns regarding parking in that area by the Bowling & Tennis Club. Proposed to write to both clubs AGREED.

TC

TC

MINUTE 102 – FINANCE

300053	Cllr G Stephenson – IRP	60.00
300054	Cllr O Lewis - IRP	60.00
BACS		
	EOM Electrical – Town Hall	859.20
	HMRC – Tax & NI	110.30
	G Smith - Expenses	1 136.36
	Salary	838.50

	Hafren Cleaning Toilets Sept/Oct	945.00
	G 17- set up e mail address	35.00
	Andrew Evans – Grass Cutting	354.00
	Gaskells Waste	28.43
	Positive Energy - Final	54.68
	Parkinson Partners VAT	600.00
D/D	Powys CC – Council Tax	974.00
	Destination Montgomery	
	S Gilder – Exp	83.20
	Dr C Weston	149.64
	Salary	124.70
	S Gilder – Exp	31.20

Resolved to accept invoices for payment.

- Draft minutes of the Finance Committee Meeting had been provided to all Councillors.
- Potential Precept figures had been provided to all Councillors. Chairman suggested a separate meeting should take place to discuss the figures in more detail. Thursday 5th November at 7.15 pm was AGREED
- Cashflow provided
- Town Clerk requested agreement to undertake training as suggested by Internal Auditor. AGREED

MINUTE 103 – CORPORATE GOVERNANCE

RESOLVED to accept Standing Orders, Finance Regulations, Risk Assessment (Financial) and Asset Register.

The External Auditor has been asked for advice re some items on the Asset Register.

MINUTE 104 – LOCAL RESOLUTION PROCESS

The following two formal motions had been put forward by Cllr Mills

MOTION 1 - “To utilize the OVW Resolution Process to address my concerns regarding the conduct of Montgomery Town Councillors both inside and outside of meetings, in order to arrive at an amicable resolution”

Cllr Kibble seconded the 1st Motion

Cllr Lewis wished to note that he was deeply concerned with this paper.

Although Cllr Lewis did support the proposal. He reminded members there were other issues being reviewed at present which he was dealing with separately. Cllr Lewis objected to this paper being circulated.

During this time there was some issues with internet connection.

MOTION 1- All Councillors RESOLVED to accept the motion.

MOTION 2 - “That the resolution process be undertaken by a third independent party as yet to be identified”.

A third party would need to be identified but - Cllr Kibble seconded the motion in principal.

All Councillors RESOLVED to accept the motion.

OVW had suggested an ideal third party would be a Town Clerk from another council/retired or a retired Solicitor. It was agreed that it should be someone with local council experience.

Two individuals were identified and will be contacted with regard to this.

A query was raised as to whether any councillors knew the suggested third parties personally or professionally. Those present confirmed although they may have spoken to recommended third parties identified, this was purely regarding work related issues, they did not know either socially.

Cllr Jones joined the meeting at 21.50 hours

Town Clerk made an observation re any costs involved.

Individuals will be contacted and costs involved will be discussed at the next meeting which is 5th November 2020 19.15 hours

Cllr Weston wished to note that Councillors were not aware of any details regarding references made to Confidential issues.

MOTION 2 – 10 Councillors RESOLVED to accept the motion

Cllr Jones abstained as he had not been present for the whole of the debate.

MINUTE 105 – PLANNING

No plans

MINUTE 106 – THE BRADES

Minutes of the meeting provided by Cllr Kibble and Cllr Beaven had been circulated.

Next meeting for Powys CC is 18th November 2020 which will include representative from the Welsh Government to discuss empty buildings. MTC representatives will not be in attendance at this meeting.

Cllr Kibble advised a recent change in policy which may give increased powers for compulsory purchase.

MINUTE 107 – POLICIES

1. Policy group have been through Employment Policies and know they are legally fit for purpose having been viewed by a lawyer with expertise in this area. The procedure follows the required legal process. Cllr Kibble went on to say a policy is not set in stone it is a live document which should be reviewed.

Staffing Committee would be expected to review and bring any changes back to Council for agreement.

2. Cllr Lewis questioned whether Town Clerk had spoken with her line manager re Health & Safety Policy. Town Clerk had already advised

JK

<p>that she did not feel equipped with knowledge on H & S but assured that she was looking into costs for training and would advise accordingly. Cllr Mills advised on a course that may be suitable.</p> <ol style="list-style-type: none"> 3. Cllr Thomas asked if policies could be agreed individually. Three Employment policies as a whole. AGREED 4. Children & Vulnerable Adults Policy- some points had been raised but it was - Proposed to accept the Policy as attached but with an amendment to include the sentence... any group seeking funding from the Council would be asked to provide their own Safeguarding Policy. Any further amendments will be considered at the next review. AGREED. Cllr. Kibble will forward amended copy to Town Clerk 5. Co-option Policy. Guidance for applicants will be added at a later date. AGREED. 	TC
<p>MINUTE 108 – TOWN HALL</p>	
<ul style="list-style-type: none"> • MARKET – Council agreed at the last meeting to put things in place and a Risk Assessment has been completed. Members were keen to open the Town Hall for the market. It was suggested that food stalls would be allowed fruit and vegetable, bread and cakes and fish. A one - way system would be in operation with other signage advising to wear a mask and sanitize hands, front and back doors would be open and only six people would be allowed at any one time. Market traders would be expected to monitor these rules and also wear masks indoors. • A further point was raised to consider a two-layer proposal – <ol style="list-style-type: none"> 1. to allow the three food traders during Firebreak. 2. If guidance allows invite the other regular traders back into the Market. • Public safety needs to be balanced with service provided. • Members were informed that two non-food traders were using other facilities. • Cllr Kibble advised she would be prepared to check on the market to ensure rules are being followed. 	TC
<p>A proposal was made that two stalls were allowed in the Town Hall during the Firebreak on Thursdays. AGREED</p> <p>A short discussion regarding the market will be discussed at November 5th meeting.</p> <p>Proposed to reinstate market fees for traders from 29th October 2020. AGREED</p> <p>This will include traders both indoors and outdoors.</p> <p>A question was raised would the Town Hall be open on Saturday? This would involve extra cleaning costs. Cleaning will be required following Thursday market and again after Saturday use as per guidelines.</p> <p>Proposed to make the Town Hall available on Saturday morning for food stalls at this time as long as cleaning costs were covered. Cllr Jones Abstained. AGREED</p> <p>A question was raised regarding licenses for street traders. Town Clerk requested to contact Powys CC.</p>	CT/JK DJ

TOILETS –

It had been agreed that opening toilets would be reviewed in October. All of the costs involved in this were not included in the 2020/2021 Precept. Cllr Weston advised - Considering the cashflow sheet it could be possible to maintain this cost for the rest of the financial year but other cleaning costs are likely to be involved. Note that other cleaning costs are likely to be involved if the Town Hall is used. It was suggested that slot machine access or a donations receptacle could be fitted. Try to obtain costs for these options for future consideration. Proposed to keep toilets open with a review at each full council meeting
AGREED

TC

CT

MARKET LIAISON CO-ORDINATOR

Discussion took place whether a coordinator was required, Destination Montgomery had been using a local trader who had helped with the Thursday market since April. If a permanent coordinator was required, they would need to be contracted now by the Town Council. Cllr Lewis wished to have his dissatisfaction noted that the governance processes in appointing this person and payments made was perhaps inappropriate. If a decision was made by this council to employ a coordinator they would be paid using PAYE. It was suggested that the Chairman of Destination Montgomery could give his views via e mail, this will be discussed at the end of November meeting.

TC

PURCHASE OF GAZEBO IF TOWN HALL REMAINS CLOSED

- Town Council only purchased a gazebo during the refurbishment as a facility was been taken away that council were responsible for. It would not normally be for the council to provide gazebos for market traders.
- The market should be considered in more detail with regard to various issues, A small group should be set up to consider various market issues going forward. Cllr's Thomas, Kibble and Jones agreed to discuss this.
AGREED
- A suggestion was made to remove the Euro Bin from the rear of the Town Hall as householders were using it for their excess waste. Consideration was given to possible fly tipping if the bin was removed. It was suggested to view CCTV in an attempt to identify who was using the Euro Bin. After considering the monthly cost it was proposed to keep the Euro Bin. AGREED
- Members then went on to discuss how many people should be allowed in the Town Hall while the market is inside after consideration it was AGREED **six customers** only at any one time.
- Cleaning must be undertaken following the Thursday market and also Food stall on Saturday.
- Notices had been purchased as requested at October meeting. Cllr Thomas will make further notices plus add Welsh to some existing notices. AGREED

REFUSAL TO MOVE VEHICLES

This will be included in the small market groups remit.

CHRISTMAS FESTIVAL COMMITTEE

Christmas Festival Committee have asked permission to decorate the windows at the Town Hall for Christmas. AGREED

CORNER TOWN HALL

This has been completed by the builder. Cllr Weaver advised there was a crack which he thought was caused at the same time on the front of the wall. Assessor had been to Town Hall to assess the damage to the side wall. Contact Mr. Humphreys regarding this.

AGREE EXPENDITURE FOR POINTING TOWN HALL

Cllr Lewis asked Cllr Weston to confirm monies available for this work. This was confirmed by Cllr's Weston and Mills. AGREED. Cllr. Thomas abstained.

MINUTE 109 – TOURISM

Draft minutes had been circulated.

E mail from Montgomery in France this will be discussed at next Tourism Meeting

MINUTE 110 – PUBLICATION OF MEETINGS

A member of the public had requested all dates of the Town Council and its committees be publicised on the Website and Notice Board. Although Town Council meetings are traditionally held on the fourth Thursday of the month other Committees can be irregular.

Town Clerk had written to the member of public to advise of the dates of Council Meetings up until March 2021 and also advised she will pass on details of each meeting as and when an agenda and ZOOM details are available.

Cllr Weston advised that all details were available on the website along with What's On. All events need to be provided to keep this up to date.

These were updated regularly at present, but there was uncertainty going forward as this was a paid role which would be coming to an end in November. Proposed to put an annual list of Council meetings along with other Committee meeting dates if they have been arranged in advance on the Notice Board.

AGREED

Website team have noted this information and will be looking into it.

MINUTE111 – CORRESPONDENCE

Dyslexia News Sheet – Provided to all Councillors

NON - AGENDA ITEMS

Active Travel Cllr Kibble requested the Town Clerk to write regarding smaller councils being unable to gain funds. Cllr Kibble will provide details.

Cllr Beaven had applied to be a Trustee at PAVO and council were happy to support it.

MINUTE 112 – ITEMS FOR NEXT AGENDA

Council Internet Connections

Asset working group

Communication from the meeting

Crier

Emergencies at Town Hall

Street Lighting

Clos Tan y Mur

Tree by Post Office

