Coychurch Higher Community Council

Minutes of the Annual General Meeting held on

Monday 15th May 2023

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| Present: |  |  |
| Chairman | John Powson | JP |
| Vice-Chair | Richard Butler | RB |
|  |  |  |
| Members | John Holmes |  |
|  | Rhys Jones | RJ |
|  | Catherine Reape | CR |
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| Clerk/RFO | Karyl Carter | KC |
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|  |  |  |

Time: 1835

ACTION

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| 1 |  | Apologies: Apologies for absence were received from BC’s A Williams, R Williams and M Evans. Also, Vicky Evans – work. |  |
| 2 |  | Election of Chairman:  RB proposed JP, seconded by RJ and agreed by all. | JP |
| 3 |  | Minutes:  RB propose the minutes of the 2022 AGM be accepted. Seconded by JP and agreed by all. |  |
| 4 |  | Election of Vice-Chairman: JP proposed RB, seconded RJ and agreed by all. | RB |
| 5 |  | Election of Representatives on the Board of the Conservators: JP proposed CMR, seconded JP and agreed by all. RB proposed JP, seconded by RJ and agreed by all. | CMR  JP |
| 6 |  | Election of Representative on the School Governing Body: RB proposed RJ, seconded by JH and agreed by all. | RJ |
| 7 |  | Election of Representative for One Voice Wales: JP proposed JH, seconded by RB and agreed by all. | JH |
| 8 |  | Election of Representative on the Town and Community Council: RB proposed JH, seconded by JP and agreed by all | JH |
| 9 |  | Election of Representative to attend the Annual Rockwool Meeting: CR proposed RB, seconded by JP and all agreed. (JP to deputise and/or attend if more than one invitation received). | RB  JP |
| 11 |  | Appointment of Internal Auditor: RB proposed Mrs C Hiscocks, seconded by JP and agreed by all. It was agreed Mrs CH be awarded £100 for her chosen charity. | KC |
| 12 |  | Council Meetings dates and times: All Members agreed to retain the current arrangements e.g. meetings to be held second Monday of each month except during August. Meeting is to commence 1830. | KC |
| 13 |  | To review CHCC documents – Policies and Standing Orders:  Training Policy was agreed and signed off Nov 22 agree to add to SO’s. No further changes to SO’s. The following policies had been reviewed and signed off Nov 22:  Finance and Governance Toolkit  Data Breach  Equality and Diversity  Data Protection  Freedom of Information  Equal Opportunities at Work  Capability Procedure  Communication policy  Complaints Policy  Agreed policies to be reviewed and amended as necessary and in a timely manner. |  |
|  |  | Meeting closed at 1900. |  |
|  |  | Signed: |  |
|  |  | Dated: |  |