Coychurch Higher Community Council

Minutes of the Annual General Meeting held on

Monday 12th May 2025

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| Present: |  |  |
| Chairman | Catherine Reape | CR |
| Vice-Chair | John Holmes | JH |
|  |  |  |
| Members | Tracy Boxall | TB |
|  | Mary Goodman-Edwards | MGE |
|  |  |  |
| Borough Councillor | Richard Williams | RW |
|  |  |  |
| Clerk/RFO | Antoinette Chislett | AC |
|  |  |  |
| Member of the Public | Mr Stephen Bird |  |
|  | Mrs Karyl Carter |  |
|  | Mr Dave Marchant |  |

Time: 1833

ACTION

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| 1 |  | Apologies: Apologies for absence were received from BC’s A Williams and M Evans. |  |
| 2 |  | Election of Chairman:  JH proposed CR, seconded by TB and agreed by all. | CR |
| 3 |  | 2024 AGM minutes:  JH noted that members initials were incorrect – Clerk to modify  JH proposed the minutes of the 2024 AGM be accepted. Seconded by TB and agreed by CR. Note: MGE not co-opted at time of 2024 AGM | AC |
| 4 |  | Election of Vice-Chairperson:  JH noted that he was not sure whether to stand as Vice-Chair for the forthcoming year due to BCBCs proposed boundary changes and not wanting to move to Pencoed Town Council but said he would provide support and advice to new Vice-Chair.  CR proposed TB, seconded MGE and agreed by all. | TB |
| 5 |  | Election of Representatives on the Board of the Conservators:  TB proposed CR, seconded MGE and agreed by all. | CR |
| 6 |  | Election of Representative on the School Governing Body: CR proposed TB, seconded by JH and agreed by all. | TB |
| 7 |  | Election of Representative for One Voice Wales: CR proposed JH, seconded by TB and agreed by all. | JH |
| 8 |  | Election of Representative on the Town and Community Council: CR proposed MGE, seconded by TB and agreed by all.  JH offered support to MGE in her new role as representative, TB and CR also offered support.  It was noted that T&CC meetings are usually attended by the Clerk. | MGE |
| 9 |  | Election of Representative to attend the Annual Rockwool Meeting:  It was noted that Annual Rockwool meetings have not taken place in recent times and there is now a public Open Day.  CR proposed that herself and MGE act as representatives, seconded by TB and all agreed. | CR & MGE |
| 10 |  | Appointment of Internal Auditor: TB proposed Mrs C Hiscocks, seconded by JH and agreed by all. It was agreed Mrs CH be awarded £100 for her chosen charity. | AC |
| 11 |  | 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.  Meeting schedule to be posted to CHCC website | AC |
| 12 |  | Schedule for CHCC document review:  All documents need to be reviewed as last full review was 2022.  Finance and Governance should to be prioritised and reviewed during July and August.  Clerk to develop a document review schedule with timescale. It was suggested that 2 policies per month should be reviewed. | All Members and Clerk  AC |
| 13 |  | Schedule for Standing Orders review:  Standing Orders to be reviewed during June meeting | All Members and Clerk |
|  |  | Meeting closed at 18:59 |  |
|  |  | Signed: |  |
|  |  | Dated: |  |