

# Aberhafesp Community Council

[www.aberhafesp.community-council.org.uk](http://www.aberhafesp.community-council.org.uk)

Clerk: Rachel Hamer – [aberhafespcommunitycouncil@hotmail.com](mailto:aberhafespcommunitycouncil@hotmail.com)

Minutes of the Annual General Meeting of Aberhafesp Community Council held on, Wednesday 27<sup>th</sup> May 2026, at Aberhafesp Community Centre.

1. **Welcome**
2. **Apologies**
3. **Election of Chair**
4. **Election of Vice Chair**
5. **Minutes of AGM held on 28<sup>th</sup> May 2025**
6. **Annual Report**
7. **Items for Review**
  - 1) **Standing Orders**
  - 2) **Financial Regulations**
  - 3) **Risk Assessment Policy**
  - 4) **Publication Scheme**
  - 5) **Social Media Policy**
8. **Training Plan**
9. **Other Issues**

Present: Cllrs. A Nutting (Chair), G Green (Vice), N Hamer, R Amy, C Cllr. J Yeomans, Mrs R Hamer (clerk)

Absent: Cllrs. R Jones, S Pryce

1. Current chair welcomed everyone to the meeting.
2. Apologies - Cllr. J Hopkins
3. Election of chair, Clerk thanked Cllr Nutting for his help and work over the past few years. After a discussion and vote Cllr Nutting remain in post as chair.
4. Election of vice chair, Clerk thanked Cllr. Green for his help and work over the past few years. After a discussion and vote Cllr Green remained in post as vice chair.
5. Minutes of AGM meeting held in May 2025, these minutes were approved in June 2025 meeting.
6. Annual Report, this was given out for Cllrs. to read and ask questions. Cllrs. approved report. Report to be attached to minutes and displayed on website.
7. Items for review, clerk had updated and informed cllrs. of any changes:
  - 1) Standing Orders – Cllrs. were informed that if they were not able to attend a meeting, they needed to send their apologies to either the clerk or the chair, as minutes will now include cllrs. that are absent - no apologies given.
  - 2) Financial Regulations – Each quarter and end of the financial year the bank reconciliation needs to be checked against the original bank statement and signed by a nominated councillor.  
If any payments or invoices are due for payment, this will now be listed on a separate sheet, to be signed by the chair, if in agreement to be paid. This will then be attached to the minutes.

If there are any regular payments, ie monthly payments a payment schedule needs to be presented to the councillors and then if agreed signed by the chair.

- 3) Risk assessment - no changes
- 4) Publication scheme - no changes
- 5) Social Media Policy - no changes.
8. Training Plan - A list of available training was given out to Cllrs., it was explained that the courses were all on line. It was decided that Cllrs. Green and Amy would attend training this year and also if a new chair and vice chair was elected next year they would attend chairing skills. If a new councillor started, they would attend Code of Conduct training within the first 6 months. Training plan to be updated and posted onto website.
9. Other Issues - None

With no other issues the chair closed the meeting at 8.05pm