

CYNGOR CYMUNED TREGOLWYN
COLWINSTON COMMUNITY COUNCIL
ANNUAL GENERAL MEETING

**Minutes of the AGM held on Monday 16thth May 2022 at 7:00PM at
Colwinston Community Hall**

1. Apologies, record of those present

The following members were present: Cllr E Lewis, Cllr G Jones, Cllr B Morris, Cllr T Wilson, Cllr J Lloyd, Cllr C Hadley

Apologies – None, all present

Also present – Cllr C Cave, Kevin Protheroe (Clerk) and one member of the public

It was proposed by Cllr Jones that the minute of the AGM held on the 30th June 2021 be accepted as a true record; this was seconded by Cllr Hadley and agreed by all.

2. To Elect the Chairperson and Vice-Chairperson for 2022/23

Cllr Jones proposed Cllr E Lewis be elected as Chair, this was seconded by Cllr Wilson and agreed by all.

It was RESOLVED that Cllr Lewis should be elected as Chair.

Cllr Hadley proposed Cllr G Jones be elected as Vice–Chair, this was seconded by Cllr Morris and agreed by all.

It was RESOLVED that Cllr Jones should be elected as Vice Chair to the Council.

Cllr Jones proposed Cllr Morris be elected as Treasurer, this was seconded by Cllr Wilson and agreed by all.

It was RESOLVED that Cllr Morris should be elected as Treasurer.

3. Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them

After a short discussion, it was agreed that at this stage there were no committees required.

4. Election of representatives

It was agreed as follows:

- Representatives of Village Community Association: Cllr Lloyd.
Proposed: Cllr Jones; seconded: Cllr Morris and agreed by all.

- School governor at St. David's Primary School: Cllr Lloyd.
Proposed: Cllr Jones; seconded: Cllr Morris and agreed by all.
- Community Liaison Representative: Cllr Morris. Proposed: Cllr Jones; seconded: Cllr Lewis and agreed by all.
- Community Liaison Representative (reserve): Cllr Hadley.
Proposed: Cllr Jones; seconded: Cllr Morris and agreed by all.
- OVW Wales Local Representative: Cllr Wilson (reserve Cllr Jones): Proposed: Cllr Lloyd; seconded: Cllr Morris and agreed by all.

5. To review the report of the internal auditor for year ended March 2022

The Clerk presented the internal auditor's report, the contents of which were noted by the Members.

Cllr Wilson proposed that the Annual Report should be accepted and published on the Community Council's website; this was seconded by Cllr Lloyd and agreed by all.

6. To review the Annual Accounts for year-ending 31st March 2022

The Clerk presented the Annual Accounts, the contents of which were noted by the Members.

Cllr Jones proposed that the Annual Accounts should be accepted and published on the Community Council's website; this was seconded by Cllr Hadley and agreed by all.

7. Review and signing of Audit Wales Annual Return for year ended March 2022

The Clerk presented the Audit Wales Annual Return, the contents of which were noted by the Members.

Cllr Jones proposed that the Annual Return should be accepted and published on the Community Council's website; it should be signed by the Chair and submitted as required to Audit Wales for scrutiny; this was seconded by Cllr Morris and agreed by all.

8. Review and adoption of Standing Orders, councillors' expenses policy, Code of Conduct, Risk Management policy, Welsh Language policy, Use of Social Media policy, Concerns and Complaints policy and Financial Regulations

Cllr Jones proposed that all the other policies be approved as they stand, this was seconded by Cllr Morris and agreed by all.

It was RESOLVED to approve and adopt the standing orders, financial regulations, risk assessment, code of conduct, privacy documents, complaints procedure, expense policy, local resolution

protocol, social media policy, Welsh language scheme, Freedom of Information Act model publication scheme and financial regulations.

9. Review and adoption of policy documents in respect to the GDPR

The policy had been previously circulated, and the Clerk advised the Council that it remained fit for purpose. It was proposed by Cllr Hadley that the policy should be adopted; this was seconded by Cllr Wilson and agreed by all.

10. Review and confirmation of arrangements for insurance cover in respect of all insured risks

The Clerk confirmed the Council were insured until 31st May 2023.

11. Annual review of the Clerk's salary, performance and terms of conditions

The Community Council decided to increase the Clerk's salary to Scale Point xx, week-commencing xxx.

12. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead

It was agreed by all members that meetings will remain on the third Monday of the month at 7pm and held at Colwinston Community Hall. It was also agreed that there would be no meeting in August.

The Chair closed the meeting at 7.20pm.

Signed:

Dated: