**LLANTILIO PERTHOLEY COMMUNITY COUNCIL**

**CYNGOR CYMUNED LLANDEILIO BERTHOLAU**

**Council website address –** [**www.llantiliopertholeycc.org.uk**](http://www.llantiliopertholeycc.org.uk)

**Clerk: Clare Preece** [**llantiliopertholeycc@yahoo.co.uk**](mailto:llantiliopertholeycc@yahoo.co.uk)

**DRAFT MINUTES OF THE AGM HELD ON WEDNESDAY 21ST MAY AT 6.30PM AT LLANTILIO PERTHOLEY COMMUNITY HALL, ABERGAVENNY, NP7 6HE**

**Present:**

Cllr Mike Hayward

Cllr Clive Harry

Cllr Malcom Skinner

Cllr Saul Salway

Cllr Katharine Vaughan

Cllr Roger Fury

Cllr Tess Hawken

**In Attendance:**

Ms Clare Preece – Clerk and Responsible Financial Officer

1. **Apologies for absence:** None received
2. **Declaration of interests:** None
3. **To elect a Chairman:** Cllr Mike Hayward was elected as Chairman. Proposed by Cllr Skinner and seconded by Cllr Vaughan. The Chairman signed the Declaration of Acceptance of Office.
4. **To elect a Vice-Chairman –** Cllr Clive Harry was elected as Vice-Chairman. Proposed by Cllr Skinner and seconded by Cllr Fury. The Vice-Chairman signed the Declaration of Acceptance of Office.
5. **To approve the Minutes of the last meeting held on 15th May 2024:** The minutes were **APPROVED**.
6. **To receive the Chairmans report for the year 1st April 2024 – 31st March 2025:**

Well what can I say another interesting year which has taken up a lot of my time and also the Vice chair in dealing with a lot of internal affairs more than anything else. The saga with our previous clerk which really has been a problem for the last 2 years really but only came to a head in September 2024 when he stopped replying to emails etc and left us to sort the day to day items etc out between myself and Councillor Harry with some help from a previous Councillor Edwards. We started an investigation into Mr Robert Wade on the advice from One Voice Wales and used one of their consultants. That was over several weeks after interviewing myself and Councillor Harry he was about to interview Mr Robert Wade but then he tendered his resignation which was late November I believe. I then prepared the paperwork ready for the Precept which all went well and we received the precept we had calculated for. We then asked a former Clerk Mr Alwyn Holland to look at all the information that we had from Mr Robert Wade and to liase with the Accountants EH Accountancy to confirm they had everything for the previous year 2023-2024 so they could be completed to send to Audit Wales. We also asked him to look over last years accounts to see if there was any missing or outstanding to the best of his knowledge so when the new Clerk takes over there will not be to many headaches.

Sorry to say there were some Councillors who left our ranks this year Councillor Ashley Barbour I would like to thank him for his contributions over the last 2 years. In addition to Councillor Barbour there was more recently the retirement if you like of Councillor Michael Edwards who was instrumental in setting up our new web page which needed updating and a lot of input to get it right. Then we had Councillor Edwards input to our meetings which made plenty of conversations and debates. I would like to thank Councillor Edwards for all his efforts over the last 3 years and may he enjoy many years of retirement with his family.

In addition to losing a couple of Councillors we have had a new Councillor join us Councillor Tess Hawken I would like to congratulate her on winning the Election and look forward to working with her in the coming months and years. I would like to thank all the Councillors for their indulgence, work and debates at the meetings I would especially like to thank Councillor Harry for our never ending conversations and emails which have helped me steer the ship through some stormy waters.

We now have a new, qualified Clerk, Ms Clare Preece and already we can see that she will become an excellent addition to our Council going forward and I would like to think that we will be better informed and prepared to make the decisions that are placed upon us.

1. **To approve/receive an update on the financial accounts or the year ended 31st March 2025:**

The Clerk reported that the accounts for the year ended 31st March 2025 do not balance with the bank statements. She is reconstructing the cash book as she believes that this is a reconciliation error. She hopes to get the accounts ready for submission to the auditors in June. EH Accountancy have produced the account reconciliation for the year 2023/24 and the Clerk will examine these to see what else needs doing before submitting them to Welsh Audit once they have been approved by the Council. This will, it is hoped take place at the next ordinary meeting of the council in June.

1. **To confirm the bank signatories:** The bank signatories are Cllr Hayward, Cllr Harry and the Clerk and RFO.
2. **To consider the Standing Orders and Financial Regulations:** The Standing Orders were **readopted**. The Model Financial Regulations for 2025 were **adopted**.
3. **To consider the Community Council policies and procedures and annual risk assessment:**  These need to be updated and the work will be undertaken by the Clerk in due course.
4. **To elect Councillors to the following committees:**
5. **Planning Committee including the duty under Section 6 of the Environment (Wales) Act 2016:** Cllrs Hayward, Harry and Hawken
6. **HR Committee:** Cllrs Hayward, Harry and Vaughan
7. **Finance Committee:** Cllrs Hayward, Harry and Fury
8. **Appointment of Internal Auditor 2025-2026:** EH Accountancy were **appointed** as Internal Auditors.
9. **The monthly Community Council meeting followed the AGM at 7pm.**
10. **Meeting Closed at 18.40pm. Date of next meeting 20th May 2026**