

# GOETRE FAWR COMMUNITY COUNCIL

## MINUTES OF THE ANNUAL STATUTORY MEETING AT LITTLE MILL VILLAGE HALL ON MONDAY 21<sup>st</sup> MAY 2018

**Present:** Community Councillors, Owen Dodd, Jan Butler, Peter Daniel, Colin Deakins, Andy Barnes, Nicola Awni, Roger Howells, Nigel Morrey, Robert French, Syd Welford and Rose Thayers

**In Attendance:** County Councillor Bryan Jones, Jonathan Lazenby (Clerk)

**Apologies:** Community Councillor Lucyann Rands

		<b>ACTION</b>
1	<b>Apologies for Absence</b> – none received	
2	<b>Election of Chairman</b> Although it has become customary for the Chair to serve a second, consecutive term of office, his / her appointment must still be confirmed by a vote of the council members. The Chair therefore asked for nominations from the members present. Councillor Howells nominated Councillor Dodd and this was seconded by Councillor Awni. No other nominations were forthcoming and Councillor Dodd's appointment was carried unanimously.	
3	<b>Chairman's acceptance of Office</b> The Chair thanked everyone present for their hard work over the last 12 months and confirmed his acceptance of a second term of office.	
4	<b>Chairman's remarks</b> Councillor Dodd welcomed everyone to the meeting. The Chair said that he wanted to highlight that the Auditors will be looking at the Council's sub-committees as part of next year's review. As a result, the Council needed to be mindful that, as part of the Statutory / Standing committee nominations process later on in the meeting, it did not make any appointments which created a conflict of interest.	
5	<b>Election of Vice-Chair</b> Again it is customary for an election to be held to confirm the appointment of a new Vice-Chair, or for the current incumbent to serve a second term. Councillor Barnes confirmed that he was happy to stand for 're-election. He was formally proposed by Councillor Daniel and seconded by Councillor Thayers. Carried unanimously.	
6	<b>Approval of Minutes of Annual Statutory Meeting 2017</b> These were accepted as a true and correct record Proposed by Councillor Welford. Seconded by Councillor Thayers	
7	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>Clerk had clarified that the position of School Governor is for the entire period of the council (i.e. until the next election), unless the individual concerned wished to stand down mid-term.</li> <li>The County Council representative does not need to be included in the list of 'appointments'</li> </ul> There were no other matters arising	
8	<b>Appointment of Statutory and /or Standing Committee Members</b> <ol style="list-style-type: none"> <li>Goytre Village Hall Committee It was proposed by Councillor Howells that Councillor Awni should continue. Seconded by Councillor Morrey.</li> <li>Little Mill Village Hall Committee It was proposed by Councillor French that Councillor Deakins should continue. Seconded by Councillor Daniel</li> <li>Facilities (e.g. Public Conveniences). It was agreed that there should be two points of contact. The nomination of Councillor Thayers and French was proposed by Councillor Daniel and seconded by Councillor Deakins.</li> </ol>	

	<p>4. Finance Committee It was proposed that Councillors Barnes, Thayers, and Rands continue in post together with the Clerk (as RFO). All three councillors were non-signatories to the bank and building society accounts, and therefore able to sign to confirm the quarterly review of the accounts in accordance with the financial regulations. Proposed by Councillor Morrey and seconded by Councillor French.</p> <p>5. Audit Committee It was proposed that Councillors Thayers, Butler and Daniel continue in post together with the Clerk (as RFO). Proposed by Councillor French and seconded by Councillor Welford.</p> <p>6. Local Liaison Committees</p> <ul style="list-style-type: none"> <li>a. Bryn y Cwm (possibly now renamed as North Monmouthshire Committee) It was agreed that Councillor Dodd should continue to represent the Community Council.</li> <li>b. North Monmouthshire Liaison Committee It was agreed that the Clerk (in the absence of a councillor nominee) should represent the Community Council.</li> <li>c. Monmouth / Newport Area Committee – One Voice Wales It was agreed that Councillor Deakins should continue to represent the Community Council.</li> <li>a. Usk and surrounding area cluster meeting. It was agreed that Councillor Deakins should continue to represent the Community Council.</li> </ul> <p>All local liaison nominations were proposed by Councillor Thayers and seconded by Councillor Daniels</p> <p>7. Community Centre Charity Management Representatives Councillors Butler, Morrey, Daniel, Awni and Barnes volunteered to sit on the Committee. Proposed by Councillor Welford and seconded by Councillor Howells.</p>	
9	<p><b>Payments of Subscriptions Falling to be Paid Annually</b> There were no annual subscriptions due.</p>	
10	<p><b>To re-adopt the Model Financial Regulations for Wales (June 2016)</b> It was proposed to re-adopt the model financial regulations for Wales. In doing so it was agreed that the lower limit for obtaining three quotes should be increased from £100 to £500 where it was felt unrealistic to obtain several quotations for minor building repairs / installations, particularly where 'acceptable' quotes had been provided by existing / trusted suppliers who had established a good track record with the Community Council. However, in doing so, Councillors should always be satisfied that any quotes obtained were reasonable for the work to be undertaken. Proposed by Councillor Howells and seconded by Councillor Deakins. All agreed. Clerk to incorporate reference within Standing Orders.</p>	Clerk
11	<p><b>Inspection of the Deeds and Trust Documents in the Custody of the Council</b> The title documents, etc. in the custody of the Council were available to members</p> <p><u>Documents Held</u></p> <ul style="list-style-type: none"> <li>- Lease of Little Mill Recreation Park</li> <li>- Various papers relating to the Community Centre</li> <li>- Land Registry Title to Goytre Public Convenience</li> </ul> <p>The following documents were currently at the solicitors who were confirming 'Title' with the Land Registry.</p> <ul style="list-style-type: none"> <li>- Freehold of the Olde Pounde Shop (Chip Shop) plus freehold to small adjacent parking space (currently with Solicitors)</li> <li>- Freehold of small parcel of land at Ty Cooke (known as Ton Land)</li> </ul>	
	<p><b>Meeting closed at 7.59 pm</b></p>	