Coychurch Higher Community Council

Minutes of the Annual General Meeting held on

Monday 13th May 2024

|  |  |  |
| --- | --- | --- |
| Present: |  |  |
| Chairman | Catherine Reape | JP |
| Vice-Chair | John Holmes | RB |
|  |  |  |
| Members | Tracy Boxall |  |
|  | Victoria Evans | RJ |
|  |  |  |
| Clerk/RFO | Antoinette Chislett | AC |
|  | Karyl Carter | KC |
|  |  |  |
| Member of the Public | Mary Goodman-Edwards | MGE |

Time: 1833

 ACTION

|  |  |  |  |
| --- | --- | --- | --- |
| 1 |  | Apologies: Apologies for absence were received from BC’s A Williams, R Williams and M Evans. |  |
| 2 |  | Election of Chairman:JH proposed CR, seconded by TB and agreed by all. | CR |
| 3 |  | Minutes: CR propose the minutes of the 2023 AGM be accepted. Seconded by VE and agreed by JH. TB not present during 2023 AGM  |  |
| 4 |  | Election of Vice-Chairman: CR proposed JH, seconded VE and agreed by all.  | JH |
| 5 |  | Election of Representatives on the Board of the Conservators: VE proposed CR, seconded JH and agreed by all.  | CR |
| 6 |  | Election of Representative on the School Governing Body: VE proposed TB, seconded by CR 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 JH, seconded by VE and agreed by all. JH stated support may be required throughout the year due to large meetings. | JH |
| 9 |  | Election of Representative to attend the Annual Rockwool Meeting: VE proposed CR, seconded by TB and all agreed. (VE and TB also interested in joining meetings if invitations allow). | CR |
| 10 |  | Appointment of Internal Auditor: VE proposed Mrs C Hiscocks, seconded by TB and agreed by all. It was agreed Mrs CH be awarded £100 for her chosen charity.  | KC |
| 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.  | AC |
| 12 |  | To review CHCC documents – Policies and Standing Orders: All documents were reviewed in 2022. Schedule to be arranged for document review at subsequent 2024 meetings.Priority to be made to review Financial Toolkit to bring policies in line with changes and also in line with changes made during Covid.Financial Toolkit document to be distributed to members and potentially separate meeting to review legislation.JH suggested all members attend Finance & Governance training due to large scope of policy. | All Members and Clerk |
|  |  | Meeting closed at 1901. |  |
|  |  | Signed: |  |
|  |  | Dated: |  |