

CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON 22nd MAY, 2018 AT GEORGE EDWARDS HALL, CEFN MAWR.

1.PRESENTCouncillors: Mrs S Benbow-Jones, B Cook, A Ennis, Mrs Prescott-Ennis, Ms L Parry, Ms J Parrish, Mrs P Roberts, Mrs I Twigg, P Vaughan, D Williams, Mrs G Wright & D Wright

2.ELECTION OF CHAIRPERSON

Resolved – As only one nomination was received it was resolved that Councillor K Bathers be re-elected to serve as Chairperson for 2018/19 and accordingly signed the Declaration of Acceptance of Office. Councillor Bathers expressed thanks to everyone for the support given to him.

3.APOLOGIES & INTRODUCTION Apologies for absence were received from Councillors: Ms L Parry & Mrs P Roberts

4.ELECTION OF VICE CHAIRPERSON

Resolved - As only one nomination was received it was resolved that Councillor D Wright be re-elected to serve as Vice-Chairperson for 2018/19.

5. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON OF FINANCE & GP MEETING

Resolved for Councillor P Blackwell to be re-elected to serve as Chairperson for 2018/19

Resolved for Councillor S Benbow-Jones to be re-elected to serve as Vice Chairperson for 2018/19

6. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON OF BURIAL MEETING

Resolved for Councillor Mrs P Roberts to be re-elected to serve as Chairperson for 2018/19

Resolved for Councillor Mrs G Wright to be re-elected to serve as Vice Chairperson for 2018/19

7. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON OF LIGHTING MEETING

Resolved for Councillor A Ennis to be elected to serve as Chairperson for 2018/19

Resolved for Councillor B Cook to be elected to serve as Vice Chairperson for 2018/19

Councillor K Bathers thanked Councillor D Williams for his commitment over the years being Chair of lighting, this was echoed by all members.

8.ELECTION OF STATUTORY MEETINGS

Resolved - That all members of the Council Constitute the Statutory meetings,

i.e. Finance & General Purposes Meeting

Burial Meeting
Lighting Meeting

9.ELECTION OF STAFFING COMMITTEE

Resolved - Chair, Vice Chair and one member from each Ward be elected to serve on the Staffing Committee. KB,DW,PB, Mrs PR,Ms J P & Mrs SBJ

10.WAR MEMORIAL MEETING (Registered Charity)

Resolved - All Councillors act as Trustees of the Cefn Mawr War Memorial meeting

11.DAY & TIMES OF MEETINGS

Resolved to leave as is: Full Council meetings will be held on the 4th Tuesday of the month starting at 6.45p.m, finance, lighting and burial every three months on a rolling rota to be held on the same evening as Full Council meetings. Staffing committee meetings to be held as required Meetings to be adjusted in December.

12.TO RECEIVE ATTENDANCE LIST FOR 2017-2018

The Clerk had previously distributed the attendance list to members which was noted. Congratulations were passed to Councillors B Cook, Mrs P Roberts & D Williams for their full attendance.

13. CORRESPONDENCE RELATING TO AM

There was no correspondence relating to Annual General Meeting.

14. APPOINTMENT OF THE INTERNAL AUDITOR

Following a discussion Members agreed to continue with the appointment of JDH as the internal auditors as required by the Welsh Audit Office.

15. TO CONFIRM BANKING MANDATE FOR PAYMENTS – current signatories are Councillors KB,DW, AW & PB

Members resolved for the signatories to be KB, DW, PB and PV.

16. TO CONSIDER AMENDMENTS TO STANDING ORDERS

No amendments were made to re-adopt the standing orders for 2018/19.

17.TO CONSIDER AMENDMENTS TO FINANCIAL REGULATIONS

No amendments were made – to re-adopt for 2018/19

18. PROCEDURAL MATTERS: TO AGREE AND RE-ADOPT THE FOLLOWING:

- (a) Annual Investment Strategy 2018-19
- (b) Schedule of Assets 2018-19
- (c) Risk Assessment 2018-19
- (d) Policy of Reserves 2018-19

The clerk advised that the risk assessment had been updated to include the Community Agent, members resolved to re-adopt all policies listed.

19. TO ADOPT GDPR POLICICES

The following policies were resolved to be adopted:

- (a) General Privacy Notice
- (b) Data Protection Policy
- (c) Data Protection Breach Policy
- (d) Data Inventory
- (e) GDPR Review Report
- (f) Consent Template

20. TO AGREE CHAIRMANS ALLOWANCE

Members resolved for the Chairmans allowance to increase to £1000.00 for the 2018/19 year.
Councillor K Bathers to provide a breakdown of expenditure for the next AGM.

The Chairman declared the Annual Meeting closed.