

Cefn Community Council

COUNCIL OFFICE: GEORGE EDWARDS HALL
WELL STREET CEFN MAWR WREXHAM, LL14 3AE

Mrs T NICHOLLS-SMITH

Clerk to the Council

Telephone

Ruabon 821298 (*Council Office*)

*All Communications to
Be addressed to the Clerk*

10th December 2020,

Dear Councillor,

You are summoned to a remote monthly meeting of the Full Council, to be held on **Tuesday 15th December 2020 following the conclusion of the Finance Meeting**. Under new Welsh Government legislation Community Councils are authorized to conduct meetings on the basis of remote attendance. The link to join the Zoom meeting will be sent separately.

Please note voting for all matters will be conducted by a show of hands

Yours sincerely,

Trina Nicholls-Smith

T Nicholls-Smith (Mrs)
Clerk

AGENDA

Council

1. Apologies
2. To receive Declaration of interest from Members (**in items on the agenda**)
3. Public Questions/Statements (**submitted to Clerk prior to meeting**)
4. To receive any Police Correspondence (to be tabled)
5. To receive written report from Community Agent (copy attached)
6. Clerks Report – To be given verbally
7. Confirmation and signing of Minutes –
 - (a) To Confirm the minutes of the Full Council Meeting held on 24th November 2020 (copy attached pages 1-8)
8. To Review Draft Precept Document & Agree Precept Requirements for 2021/22 (copy attached)

9. To Consider Grant applications received for financial year 2020/21 (copy attached)
10. To receive quotation for phase three tree felling at Trefynant Cemetery
11. To review & Agree Job Advert, Job Description, Employee Spec for Administration Officer (copy attached)
12. To Review, Agree & Adopt Coronavirus Interview Safety Policy & Procedure (copy attached)
13. Monthly Accounts (copy attached)
14. Correspondence (copy attached)
15. Planning Applications received during Nov/Dec 2020 (copy attached)
16. Reports from Members