

## Llangattock Community Council CYNGOR CYMUNED LLANGATWG

The following are the minutes of an Annual meeting of Llangattock Community Council, held online with Go to Meetings on Tuesday 16th May 2023 at 6:00pm

Attendance: Cllr R Jones, Cllr T Jones, Cllr S Ady, Cllr G Dobbs, Cllr K Inglis, Cllr J Rees, Cllr G Jones, Cllr H Burns

Clerk - Kay Bailey

1. To elect the Chairman for the year 2023/2024  
Cllr R Jones stated that he would be happy to continue  
Proposed: Cllr T Jones  
Seconded: Cllr G Dobbs  
The full council resolved to accept Cllr R Jones as their chair
2. Chairman to sign acceptance. - Cllr R Jones will return the signed form to the Clerk
3. To elect the Vice Chairman for the year 2023/2024.
4. Cllr R Jones proposed Cllr T Jones to remain Vice Chair  
Proposed: Cllr K Inglis  
Seconded: Cllr S Ady  
The full council resolved to accept Cllr T Jones as their Vice-Chair
5. Vice Chair to sign acceptance - Cllr T Jones will return the signed form to the Clerk
6. Apologies for absence - Cllr A Williams, Cllr A Stubbs
7. Declarations of interest changes - The Clerk reminded all Councillors to request a form if their interests had changed
8. Annual Report 22/23  
Proposed: Cllr T Jones  
Seconded: Cllr G Dobbs  
The Full council resolved to accept the annual report, the Clerk
9. To confirm the Committees for 2023/2024, including Terms of Reference and Delegations.

Planning and Environment - Proposed Cllr G Dobbs Seconded Cllr K Inglis  
Community Committee - Cllr T Jones proposed but confirmed that the committee will meet as and when due to the Place Plan. This was seconded by Cllr K Inglis  
Finance - Proposed Cllr G Jones and seconded by Cllr S Ady

Central Services (HR) - Proposed Cllr S Ady, seconded Cllr G Dobbs  
(New) Place Plan Steering Group - Terms of Reference to be motioned at the ordinary meeting. - Proposed: Cllr H Burns Seconded: Cllr K Inglis Cllr T Jones and explained that this will be a full committee and will have delegated powers and a budget. The full council resolved

Terms and references and delegations to remain the same: Proposed, Cllr S Ady and seconded by Cllr T Jones

10. To elect Councillors to Standing Committees.

P&E - GJ, KI, GD, JR, RJ

Community Committee - TJ, HB, JR, RJ

Finance - RJ, GJ, SA, KI, TJ

Central Services - GJ, SA, GD, JR, RJ

Place Plan Steering Group - KI, SA, TJ, RJ

11. To elect Councillors to Outside Bodies.

- Llangattock Community Hall Management Committee nominees x 2  
Cllr R Jones and Cllr G Dobbs
- Llangattock Church of Wales Primary School Governors  
Cllr A Williams (in her absence)
- One Voice Wales Area Committee  
No nominees
- Five Councils Area Liaison Committee  
To remain as all can attend meetings
- Llangattock Allotment Committee  
Cllr G Dobbs
- Other Committees  
Powys Health Board - no nominees  
PACE - Environmental - Cllr K Inglis

12. Risk Assessments and Policy review

**Overall risk assessment** - Cllr S Ady suggested that this should be taken to another ordinary meeting so that the Councillors have time to look at the document due to the late updates.

**Standing Orders**

Proposed by Cllr T Jones

Seconded by Cllr G Jones

The Full council resolved to accept the standing orders

**Financial Regulations**

Proposed by Cllr Cllr T Jones

Seconded by Cllr G Jones

The Full council resolved to accept the Financial Regulations

### **Code of Conduct**

Proposed by Cllr G Jones

Seconded by Cllr H Burns

The Full council resolved to accept the code of conduct

#### 13. Confirmation/review of **asset register**.

Proposed: Cllr T Jones

Seconded: Cllr J Rees

The full council resolved to accept the asset register

#### 14. Insurance Renewal and renew of fidelity guarantee.

To note the pre-renewal and request to update the premium (Clerk/RFO). This item will be looked at in the next Full Council meeting.

#### 15. Appointment of internal auditor for the year 2022-2023.

Proposed to accept the current internal auditor by Cllr S Ady and seconded by Cllr T Jones. The full council will continue to use the auditor currently employed.

#### 16. Dates for Ordinary & Committee meetings for the coming year:

- Ordinary - 3rd Tuesday of each month
- Planning and Environment - 1st Tuesday of each month
- Community Committee - ad hoc (whilst the Place Plan is running)
- Finance Committee - no less than one every six months
- Central Services - 3rd Thursday of each month
- (New) Place Plan Steering Committee - ad hoc (driven by Place Plan) but will use the 2nd Tuesday of each month.

The Full Council resolved to accept the dates as listed above.