

**LLANTWIT FARDRE COMMUNITY COUNCIL**  
**CYNGOR CYMUNED LLANILLTUD FAERDREF**



**NOTICE of the Annual General meeting of the Llantwit Fardre Community Council to be held at 7pm on Tuesday 29 May 2018 at the Council Office, Church Village.**

**AGENDA**

- 1 Apologies for absence.
- 2 Declaration of Interest.

To receive disclosures of personal interests from members:

Note: Members are requested to identify the item number and subject matter to which their interest relates and to signify the nature of the personal interest; and where a Member withdraws, they must notify the Chairperson.

3. Chairperson's closing report/announcements.
4. (a) To elect a Chairperson for the Municipal Year 2018/2019 (the Chairperson to accept and sign the declaration of acceptance).  
(b) Chairperson's Announcements.
5. To appoint a Deputy Chairperson for the Municipal Year 2018/2019.

Note: Please consider the Chief Executive's Report referring to the numbered Agenda items when considering the following matters.

- 6.1 (a) To approve the minutes of the Council Meeting on the 24 April 2018,  
(b) Council 28 November 2017,  
(c) Leisure and Amenities Committee 12 December 2017,

(d) Planning Committee 12 December 2017 and

(e) Policy and Finance Committee 12 December 2017.

6.2 To note for information purposes, the minutes of the Annual General Meeting 16<sup>th</sup> May 2017.

7. To agree the Chairperson's allowances up to the 2019 AGM.

8. To agree the times, dates and venue of the Council Meetings for 2018/9.

9. Whether to appoint Committees for the Municipal Year 2018/2019 and if so:

(a) to decide membership numbers of the Committees,

(b) members nominated and

(c) the normal days, times and venues of the Committee meetings.

Note If any "Groups" are formed to forward to the Chief Executive the names of the members to serve on each Committee along with their representative (and to whom correspondence should be sent).

10. To agree Member Signatories for Council orders, online banking and cheques.

11. To appoint Councillors and Officers to serve as the Council's representatives for the Municipal Year 2018/9:

(a) Efail Isaf Village Hall Committee-1 nomination,

(b) Neuadd Dowlais Community Centre Committee-3 nominations,

(c) Llantwit Fardre Sports Club- 3 nominations,

(d) Association of Councillors-Welsh Branch-3 nominations,

(e) Garth Olwg Community Campus-2 nominations,

(f) Rhondda Cynon Taff CBC/Town and Community Liaison Committee.

12. To note the role of the Council with the following Charities

(a) Llantwit Fardre Community Association-All members are trustees

(b) Christmas Evan John Charity-2 Nominations Councillors A. Handley and G Stacey.

13. To note the Minor School Governors appointed by the Council and their term of office – and to appoint nominations (if required) to any vacancies.

(a) Gwauncelyn Primary School- Councillor J. Hutchinson (Nominated until 13 July 2019),

(b) Maes y Bryn Primary School-Councillor S. Bristo (Nominated until-date to be confirmed),

(c) Ysgol Gynradd Gymraeg Garth Olwg- Councillor R. Butler (Nominated until 23 September 2019),

(d) Ysgol Ty Coch Councillor C. Johnson- (Nominated until- date to be confirmed),

(e) Llanilltud Faerdref Primary School-Councillor G. Stacey (Nominated to serve until 31 August 2020).

14. (a) To appoint internal Auditors for the municipal year 2018/2019  
(b) To appoint Councillors to undertake the annual internal Member audit.
15. Whether to confirm the following Council Policies as agreed at the last AGM:
  - (a) To refuse placing business adverts in Council notice boards,
  - (b) To refuse to sell land in Council ownership,
  - (c) Apologies for non-attendance at Meetings be given to the Clerk before 2pm on the day of the meeting, and
  - (d) Limiting Councillors powers to debate Planning Issues on both Community and the County Borough Council,
  - (e) Any Chairperson's Announcements must be seen and agreed by the Chairman for inclusion before the meeting,
  - (f) Accompanying the Monthly Finance Statement reported to Council a list of all cheques issued,
  - (g) All payments for which a Councillor receives a reimbursement from the Council should be recorded and this record retained for six year,
  - (h) Any offers of or gift(s) and or hospitality received by a Councillor or Officer worth over £20.00 to be recorded in the Council's "Gifts and Hospitality" book or records as soon as possible or in any event within 7 days,
  - (i) Fidelity Guarantee insurance for at least £10,000.00 be included in the Council's insurance policy.
16. Standing Orders (also known as Procedure Notes)/Financial Regulations, Risk Assessments and Declarations of Interest.
17. To consider the Clerk and Executive Officer's Report-Additional Items.
  - (a) Playgrounds,
  - (b) Data Protection
  - (c) Allotment Allotments-(see Clerk's Supplemental Report)
18. **To consider the following resolution:**

"That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 namely tender/financial submissions, or personal information to a staff member."
19. To consider the Clerk and Executive Officer's confidential report
  - (a) Insurance Policy Renewal,
  - (b) Staffing Issues and Vacancies, and
  - (c) Community Grants

Gethin Williams  
Clerk and Executive Officer  
22 May 2018

Please Note

If there are any specific details you wish to raise regarding, for example, background information or require additional detail, it would greatly assist if you could contact the office in advance so that the information and answers can be made available at the Meeting.