

WELSH ST DONATS COMMUNITY COUNCIL
CYNGOR CYMUNED LLANDDUNWYDD
MINUTES OF ANNUAL MEETING ON 4th May 2021

1. (602) WELCOME FROM THE CHAIR

Emma Hall welcomed those present.

2 (603) RECEIVE APOLOGIES: Councillors Ann Thomas, Peter Castle

3 (604) CHAIR'S REPORT 2020-21

4 (605) ELECT CHAIR FOR 21-22

Emma Hall was elected to the Chair and signed the acceptance of office form.

5 (606) ELECT VICE-CHAIR

Nick Craddock was elected as Vice-Chair

6. (607) DECLARATION OF INTERESTS: None

7. (608) REVIEW:

1. Signatories to bank account. Nick Craddock, Ann Thomas, Graham Duffield and the Clerk are currently signatories for Lloyds Bank accounts. No further changes recorded.

2. Financial Regulations. Reviewed and no changes recorded.

3. Services of Internal Auditor. It was agreed to postpone any discussion till the next meeting.

Action: Clerk to put on next agenda

4. Clerk's Salary. It was agreed the Clerk's salary should remain for 21-22 at SPC 20 on the NALC salary scale for part time Clerks.

5. Councillors' Allowance. No Independent Remuneration Panel report had been received yet for 21-22 to indicate any changes so it was agreed that the allowance should remain as recommended in the previous report 20-21 (£150.00 pa per Councillor).

8. (609) APPOINT A GENERAL PURPOSES COMMITTEE AND A PLANNING COMMITTEE AND GRANT PLENARY POWERS TO THOSE COMMITTEES.

It was agreed that all Councillors should form a General Purposes Committee and Planning Committee with plenary powers when required.

9. (610) APPOINT REPRESENTATIVES TO:

1. General meetings of One Voice Wales – Mark Hastings

2. Community Liaison Committee - Nick Craddock and Graham Duffield

3. Hall Committee - Graham Duffield

4. PSECC Community Group – Emma Hall

Action: Clerk to inform appropriate Committees.

10 (611) REVIEW OF RISK ASSESSMENTS

1. Financial and Administrative Risk Assessment – no changes were recorded, assessment approved and signed.

2. Clerk's Work Place Risk Assessment – no changes, approved and signed

3. Health and Safety Risk Assessment – no changes were recorded, approved and signed
4. The Register of Assets – no changes were recorded, to be approved at the next meeting.

Action: Clerk to add to agenda

11. (612) REVIEW AND RECORD CHANGES TO:

1. Standing Orders – no changes recorded
2. Code of Conduct – currently under review, report awaited.

Action: Clerk to put on agenda when amended version received.

3. Social Media Policy - no changes. It was noted that no Welsh St Donats Community Councillor is permitted to use social media in their role as Community Councillor

Action: Clerk to check with Councillors individually and record response that this is the case.

4. Biodiversity Plan and Review – changes were proposed.

Action: Clerk to put on next agenda

12. (613) PENDOYLAN AND WELSH ST DONATS CHARITY TRUST

A report would be received at the next meeting.

Action: Add to agenda of next meeting

13. (614) DATES OF MEETINGS 2021/22:

2021 - June 8th, July 6th, 7th September, October 5th, November 2nd, December 7th

2022 - January 11th, February 8th, March 8th, April 5th, May 10th AGM

These are provisional dates. Adequate notice will be given of any changes.

There being no other business the Chairman closed the AGM meeting.

(9.15pm)