

## Annual Meeting 2019

### AGENDA

1. Apologies for absence.
2. To receive nominations and elect the Chairman of the Council for the year 2019 – 2020.
3. To receive nominations and elect the Vice-Chairman of the Council for the year 2019 – 2020.
4. To receive and approve the Standing Orders / Financial Regulations of the Community Council for the year 2019 - 2020.
5. To appoint the following Standing Committees of the Council for the year 2019 – 2020:
  - Finance Committee
  - Planning Committee
  - Police and Road Safety Committee
  - Land and Buildings Committee
  - Environment and Leisure Committee
  - Employee Panel
6. To appoint the Chair and Vice- Chair of the following Standing Committees of the Council:
  - Finance Committee
  - Planning Committee
  - Police and Road Safety Committee
  - Land and Buildings Committee
  - Environment and Leisure Committee
  - Employee Panel
- 7. Terms of Reference**

To approve the Terms of Reference for the Finance, Planning, Environment and Leisure Committee and Employee Panel; and to consider if any amendments are needed to the Hall Maintenance Procedure.
- 8. Grant Application Forms for 2019/20**

To approve, subject to amendments the Grant Application Form for 2018/19
- 9. Code of Conduct for 2019/20**

To adopt the model code of conduct for 2019/20.
- 10. Membership of One Voice Wales, Society of Local Clerks and the Joint Liaison Committee CCBC/ Community Councils**

To determine if the annual membership should be renewed for 2019-20
- 11. To appoint representatives of the Council to the following bodies:**

**One Voice Wales Association of Community and Town Councils**

2 representatives.

**Joint Liaison Committee C.C.B.C. / Community Councils**

2 representatives

**Police Liaison Committee**

1 representative + substitute

**Workmen's Hall Management Committee**

7 representatives

**Appointment of Press Officer**

To appoint a press officer for the municipal year 2018 - 2019

**Scrutiny Group**

5 members (three shall constitute a quorum)

**Employee Panel**

5 Representatives

**12. Dates of meetings**

To confirm the schedule of Council meetings for 2019-20 as  
7<sup>th</sup> June, 4<sup>th</sup> July, 5<sup>th</sup> September, 3<sup>rd</sup> October, 7<sup>th</sup> November, 5<sup>th</sup> December,  
2<sup>nd</sup> January, 6<sup>th</sup> February, 5<sup>th</sup> March, 2<sup>nd</sup> April

**13. Chairman's Allowance 2019 – 2020**

To confirm the Chairman's Allowance for the year 2019 – 2020.

To seek agreement for a separate bank account to be opened for the  
Chairman's Allowance.

**14. Payments to Members of the Community Council**

To confirm the decision made in the Full Council meeting in March 2019 to  
purchase tablets for each Member using the Member Allowance of £150 per  
year.

To confirm the conditions that are to be applied.

**15. Direct Debit or BACS payment**

To confirm that utility bills, cleaning costs, salary payments, HMRC and other  
bills can be made by the Clerk subject to a satisfactory invoice being  
presented.

**16. Bank Signatories 2019 – 2020**

To confirm the Community Council's Bank Signatories for the Municipal Year  
2019 – 2020