

Bedwas, Trethomas & Machen Community Council

Jolene Dalton
Clerk to the Council

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04th May 2017

To All Councillors of Bedwas, Trethomas & Machen Community Council.

You are summoned to attend the Annual meeting of BEDWAS, TRETHOMAS & MACHEN COMMUNITY COUNCIL to be held in the Council Chamber, Bedwas on **THURSDAY** 11th May 2017

The usual Committee Meetings will follow directly afterwards

Yours sincerely

Jolene Dalton
Clerk

Annual Meeting 2017

AGENDA

1. To approve the minutes of the Annual Meeting of the Council held on 5 May 2016.
2. To receive and approve the Standing Orders / Financial Regulations of the Community Council for the year 2017 - 2018.
3. To elect the Chairman of the Council for the year 2017 – 2018.
4. To elect the Vice-Chairman of the Council for the year 2017 – 2018.
5. To appoint the following Standing Committees of the Council for the year 2017 – 2018:
 - Finance Committee
 - Planning Committee
 - Police and Road Safety Committee
 - Land and Buildings Committee
 - Environment and Leisure Committee
6. To appoint the Chairmen and Vice- Chairmen 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
7. **Terms of Reference**
To consider draft Terms of reference for the Finance, Planning and Environment and Leisure Committee
8. **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 2017-18
9. 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

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 2017 - 2018

Scrutiny Group

5 members (three shall constitute a quorum)

Employment Liaison Panel

3 Representatives

10. Dates of meetings

To confirm the schedule of Council meetings for 2017-18 as
1st June, 6th July, 7th September, 5th October, 2 November, 7th December, 4th
January, 1st February, 1st March, 5th April

11. Chairman's Allowance 2017 – 2018

To confirm the Chairman's Allowance for the year 2017 – 2018.

12. Payments to Members of the Community Council

To consider if payments, up to a maximum of £150 should be paid to all
Members of BTM Community Council.

13. Direct Debit or BACS payment

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

14. Bank Signatories 2017 – 2018

To confirm the Community Council's Bank Signatories for the Municipal Year
2017 – 2018