

The Minutes of the
37th Annual General Meeting
held at Llysfaen Village Hall on
7pm on Monday, 13th May 2019

Present: Chair: Mr Phil Capper
Vice Chair: Mr Robert Redhead

Councillors: Ms Fiona Stevenson
Mr Ray Mather
Mr Anthony Hodgkinson
Mr David Jones
Mrs Carole Mills
Mr Paul Gilbanks

Apologies Mr Geoff Stewart

- 37/001 *Election of Chairman*
It was proposed that the present chair will continue for the next year. Chairman Cllr Phil Capper was elected as Chair for the year May 2019 to May 2020. Carried.
- 37/001a *Receive Chairman's Declaration of Acceptance of Office, or if not received, to decide when it shall be received.*
Cllr Capper accepted the position of Chair and signed the Acceptance of Office form.
- 37/002 *Election of Vice Chairman*
Cllr Rob Redhead was nominated to continue as Vice Chair for the coming year. Carried.
- 37/002a *Receive Vice Chairman's Declaration of Acceptance of Office, or if not received to decide when it shall be received.*
Declaration of Acceptance of Office was signed.
- 37/003 Apologies:
Cllr Stewart, Cllr H Keane, Cllr K Keane
- 37/004 *Declarations of Interest*
There were no declarations of interest.
- 37/005 *Minutes of the Annual General Meeting held Monday, 14th May 2018*
The minutes were accepted as read. Proposed RR, Seconded FS.
- 37/006 *Matters arising from the minutes*
No matters arising.

37/007 *Representatives on other Bodies & Committees*

Raynes Quarry	Cllr Jones & Cllr Hodkinson
Llanddulas Landfill Site Liaison Group	Cllr Jones & Cllr Hodkinson
Ysgol Cynfran Governors	Cllr Stevenson & Cllr Stewart
Ysgol Swn y Don Governors	Cllr Mills
Footpath Officer & Tree wardens	Cllr Stevenson & Cllr Gilbanks
Peulwys & District Partnership Board	Cllr Hodkinson & Cllr Mather
One Voice Wales	Chair, Vice Chair & Clerk
Cemetery Committee	Cllr Jones, Cllr Capper, Cllr Mills, Cllr Redhead.
Marian Advisory Group	Cllr Hodgkinson, Cllr Capper & Cllr Stevenson, Cllr Mills
Place Plan Committee	Cllr Stevenson, Cllr Hodkinson, Cllr Stewart, Cllr Redhead, Cllr Gilbanks
Communications Sub-Committee	Cllr Stevenson, Cllr Stewart, Cllr Redhead, Cllr Gilbanks & Clerk
Grant & Funding	To be removed as a representative as there are no appropriate bodies on which the Council can sit.

Draft terms of reference were distributed for the Committees, to be agreed by the Committee and signed by the chair of the committee at the first meeting of the Committee.

37/008 *New Bodies & Committees*

Area Forum Cluster Meetings Cllr Gilbanks & Cllr Stevenson

37/009 *Cheque signatories & Bank Mandates - (Audit Requirement)*
Cllr Keane will be removed from the bank mandate. Currently have 4 on the mandate, which is sufficient, so no additional signatories are required.

37/010 *Standing Orders: To Review/Accept additional changes etc*
Standing orders presented to councillors, with the addition of a section detailing wording in regards to GDPR. Approved as presented.

Cllrs received a copy of Data retention Policy, Data Protection Policy, which are newly referred to within the Standing orders. Cllrs approved

the adoption of the policies subject to the wording being checked by a GDPR expert in Conwy County Council.

Resolved - it was agreed that training on GDPR would be delivered to Councillors.

Resolved – it was agreed that GDPR policy will be reviewed by an expert prior to publishing an final approval.

- 37/011 *Financial regulations: To Review/Accept additional changes etc*
Financial Regulations presented to Councillors, with a change from £50 to £250 approval limit for Chair & RFO to align with the Committee approval limit.
Approved as presented.
- 37/012 *Financial reserves Policy: To Review/Accept additional changes etc*
Financial Reserves Policy increased reserve for Cemetery due to the donations made by the public to £35000. An additional amount of £1000 has been added to the financial reserves to save for the replacement of Christmas lights.
- 37/013 *Code of Conduct: To Review/Accept additional changes etc*
Code of Conduct Approved with no changes made.
- 37/014 *Date of Monthly Meetings June 19 – May 20*
Clerk advised of the provided the dates of the Monthly Meetings for the next year to all Councillors.

The Annual General Meeting closed at 19.48 pm