

The Minutes of the
41st Annual General Meeting
held at Llysfaen village Hall
7pm on Monday, 15th May 2023

Present: Chair: Mr Paul Davies
Vice Chair: Mr Rob Redhead

Councillors: Mr David Jones
Mrs Sarah Davies
Mrs Lizzy Heritage
Ms Fiona Stevenson
Mr Paul Gillbanks
Mr Lee Kennedy
Mr James Brownsell

Officers Miss Brenda Davies

Apologies Mr Phil Capper

- 41/001 *Election of Chairman*
Chairman Paul Gillbanks was elected as Chair for the year May 2023 to 2024, carried by vote.
- 41/001a *Receive Chairman's Declaration of Acceptance of Office, or if not received, to decide when it shall be received.*
Paul Gillbanks accepted the position of Chair and signed the Acceptance of Office form.
- 41/002 *Election of Vice Chairman*
Rob Redhead was nominated as Vice Chair for the coming year. Proposed Sarah Davies.
- 41/002a *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 given to Cllr Redhead, signed and returned.
- 41/003 Apologies: None
- 41/004 *Declarations of Interest*
There were no declarations of interest.
- 41/005 *Minutes of the Annual General Meeting held Monday, 12th May 2022*
The minutes were accepted as read. Proposed Cllr S Davies, seconded Cllr R Redhead.

41/006	<i>Matters arising from the minutes</i> No matters arising.	
41/007	<i>Representatives on other Bodies & Committees</i>	
Raynes Quarry		Cllr P Davies & Cllr P Capper
Llanddulas Landfill Site Liaison Group		Cllr P Davies & Cllr P Capper
Ysgol Cynfran Governors		Cllr S Davies (yr 2)
Ysgol Swn y Don Governors		Cllr R Redhead (yr 2)
Peulwys & District Partnership Board		Group is currently dormant, so will be decided if the group is resurrected. Cllr L Kennedy will attend if this happens.
One Voice Wales		Chair, Vice Chair & Clerk
Cemetery Committee		Cllr D Jones, Cllr P Capper, Cllr P Davies, Cllr R Redhead. (This group will be dormant until a requirement is made of it)
Place plan working group		Will be continued as a full council item.
Communications Committee		Cllr Stevenson, Cllr Redhead, Cllr P Gillbanks, Cllr S Davies, Cllr J Brownsell
Area Forum Meetings		Chair & Vice Chair.
Environment Committee (To include Footpath officer & Tree warden)		
		Cllr Stevenson, Cllr P Davies, Cllr L Heritage, Cllr S Davies.
Marian Advisory Group		Cllr L Heritage, Cllr P Davies, Cllr P Capper, Cllr F Stevenson.
HR Committee		Vice and Chair.
Church Yard Maintenance representative		Cllr D Jones
LCRA		No representative
41/008	<i>Introduction or disbandment of bodies & committees</i> No new committees has been	
41/009	Agreement of terms of reference of bodies/committees No changes have been made to the current terms of reference. Any items that should be discussed in committee should be at the end of any meeting and agreed by Councillors that the subject meets requirements to be discussed in committee.	

- 41/010 *Cheque signatories & Bank Mandates*
No Changes are required to the current mandate.
- 41/011 *Standing Orders: To Review/Accept additional changes etc*
No changes to the standing orders, as Council are currently awaiting the revised documentation from One Voice Wales.
- 41/012 *Financial regulations: To Review/Accept additional changes etc*
Financial Regulations presented to Councillors, with no changes made to the regulations. Approved as presented.
- 41/013 *Financial reserves Policy: To Review/Accept additional changes etc*
Financial Reserves Policy increased reserve for Cemetery due to the increased costs of maintenance to £44000, with total reserve increased to £57850.00
- 41/014 *Code of Conduct: To Review/Accept additional changes etc*
Code of Conduct Approved as presented.
- 41/015 HR Policy Suite: to review/adopt. Agreed to adopt as standard policy.
- 41/016 Internet & Social Media Policy : to review/accept. Reviewed and recommended by the communication committee.
- 41/017 GDPR, Health & Safety, Safeguarding & Wellbeing policies:
To review/adopt appropriate. Approved
- 41/018 Environmental Policy : To review/adopt new policy.
The clerk will review this policy with the Environment committee and return to full council at a later meeting.
- 41/019 *Date of Monthly Meetings June 2023 – May 2024*
Clerk advised of the Monthly Meetings for the rest of the year to all Councillors.

The Annual General Meeting closed at 20:11