

CYNGOR CYMUNED LLAN LLŶR/LLANYRE COMMUNITY COUNCIL

The 2023 Annual Meeting of Cyngor Cymuned Llan Llŷr/Llanyre Community Council was held on Tuesday, 23rd MAY, 2023, at 7.00 p.m. at Llanyre Church Hall.

Present : Cllrs: M Davies, S.D Powell, M Watkins, P Stevenson, (remotely Cllr S Jones)

Welcome by the Chairman (2022/23): MD thanked all for attending & opened the meeting at 7.05 pm

1. **Apologies for absence**: G Rees, County Cllr. C Mills
2. **Signing of Acceptance of Office** by the 'elected members' and of the acceptance of the code of conduct. Witnessed by the Clerk as the Proper Officer of the Council. A letter had been received expressing an interest in co-option to a vacant seat. The applicant was known to members and their appointment was agreed in principle subject to their eligibility and completion of acceptance of Office at the next ordinary meeting. It was agreed to advertise for co-option to the remaining vacant seats.
3. **Matters of Interest** – None declared.
4. **Minutes of the previous Annual Meeting held on 18th June 2021**: Were circulated for information. They had been agreed, and signed as a correct record at the Ordinary Meeting held in June 2021.
5. **Outgoing Chairman's Report**: He read a short report in which he gave thanks to all the Councillors for supporting him during his time as Chairman and for their commitment to the community, he also thanked the Clerk. He also said that he had very much valued having been able to work with so many others (past and present Community Councillors and County Councillors) who had been committed to the communities of Llanyre and Newbridge on Wye. The community residents had also worked hard towards two significant projects Llanyre Play area and The Aberithon Turbary proposed community nature reserve. Both projects had benefited from community fund raising, Lottery and charitable funding – he thanked everyone involved in the writing and submission of grant applications.
6. **Appointment of Officers**: All appointments are until May 2023.
 - (a) Chairman: After a short discussion Cllr Mark Davies was nominated to continue as Chairman (SDP/GR) He agreed to accept the nomination. And his appointment was approved unanimously.
 - (b) Vice-Chairman - Cllr P Stevenson agreed to continue as Vice Chairman. All those attending indicated their approval.

Declaration of Office as Chairman and Vice Chairman – signed during the meeting.

7. Appointment of representatives to outside organisations:

Newbridge-on-Wye VP School Governing Body – Agreed to ask Cllr LB, in her capacity as a County Council and as an attendee of Governor's Meetings (SDP/JO)

One Voice Wales – Mr. M. Watkins would continue and Mr Davies would also be a representative. .

Newbridge-on Wye Community Hall Management Committee – It was agreed that Cllr G Rees be asked to continue to act as the key contact (SDP/PS).

The above proposals were agreed by all present.

8. The potential advantage of Committees for Development and Planning; Finance and General Purposes; Amenities was deferred to be considered at an Ordinary meeting.

9. **The review and adoption of Community Council documents:):**

- Standing Orders: the NALC Model Standing Orders (2018) adopted and amended in 2022 were adopted again in full with no revisions. It was noted to review the adopted Standing Orders against the 2023 revisions due to be issued by One Voice Wales at a future meeting (PS/MW)
- Financial Regulations: The NALC Model Financial Regulations (2019) as adopted in 2022 were reviewed and again adopted in full with no further amendments. (PS/SDP)
- Risk Assessment: this had been updated to include vandalism. The risk assessment was agreed. (PS/SDP)
- Asset Register: It was noted that this was an item of ongoing review throughout the year. Play equipment values had been increased. Agreed (PS/SDP)
- Opt-out of Councillor Allowance Claim 2023-24: The payment of allowances was discussed. Members not previously signing forms in March and agreeing to opt-out of claiming the standard allowance during 2023-24 signed and returned forms to the Clerk.

10. **Financial Report:** copies of the 2022-23 end of year financial report were circulated. Income, expenses, donations, reserves and ring-fenced balances were discussed and end of year bank balances stated. It was noted that these figures would be submitted as part of the External Audit. SDP proposed that the accounts were accepted (PS second). Proposal resolved.

11. **Acceptance & Signing of Audit Return by the Chairman.** The Audit Return financial report figures were explained, and the Governance Statement was noted to be completed and signed on the receipt of the Internal Audit report.

12. **Signatories List and Clerk's authorisation on Bank Account:** new mandates to be completed and confirmed at a future meeting.

13. **Insurance:** The Current Insurance continues to provide adequate cover and was agreed to be renewed with Zurich Insurance when due at the end of the month. (SDP/PS).

14. **Salary of the Clerk/RFO:** Clerks salary to be reviewed at precept setting (MD/SDP)

15. **Dates and times of meetings for the ensuing year:** members agreed in future to meet on Thursdays The following dates were agreed to be set. However, italicised dates to be formally called only if required for urgent business and may when possible be held remotely.

Date	Meeting	Key Agenda Items
22/06/2023	Council	Sign 2022-23 Annual Return
20/07/2023	<i>Council</i>	<i>Urgent Business Only</i>
AUGUST	None	
21/09/2023	Council	Review budget
19/10/2023	<i>Council</i>	<i>Urgent Business Only</i>
23/11/2023	Council	Set Precept
21/12/2022	Council	
18/01/2024	Council	Approve and submit Precept
22/02/2024	<i>Council</i>	<i>Urgent Business Only</i>
21/03/2024	Council	Review budget Appoint Internal

		Auditor
19/04/2024	Council	Review asset reg/risks/insurance
23/05/2024	AM & Council	Approve 2023/24 Accounts
<p>Ad hoc meetings may be set between these dates as Council business dictates. Meetings marked as Urgent Business Only should be set in the diary but will be only held if business dictates with short agendas. Councillors will be notified as necessary.</p> <p>Winter Meetings will start at 7.00 pm and Summer Meetings at 7.30 pm (the 2024 Annual Meeting will start at 7 pm)</p>		

16. Other business not on the Agenda: None was discussed

17. The Annual Meeting closed at 7.50 pm.

Signed:

Date: