

**To: Aelodau o Cyngor Cymuned Mawr/Members of Mawr Community Council.
MEMBERS ARE SUMMONED TO ATTEND AN ORDINARY MEETING OF MAWR COMMUNITY
COUNCIL (MCC)**

Held remotely via Zoom on Wednesday 18th June 2025 at 7.00pm.

(Press and public are invited to attend via Zoom; contact the Clerk for joining information)

Under the Public Bodies (Admission to Meetings) Act 1960 S.1 (7), filming and recording of meetings by the press and public is not permitted.

Join Zoom Meeting: <https://us06web.zoom.us/j/7056476463?omn=81653400235>

AGENDA

Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

County Councillor Reports (Individual Councillor reports received in time will be circulated to MCC Councillors with this agenda and are available on request from the Clerk)

Questions for County Councillors (limited to 10 minutes)

Declarations of Interest

Questions from the public relating to items on this agenda (limited to 10 minutes)

1. Minutes of the Ordinary Meeting of Full Council held on 19th May 2025

Accuracy and Approval

2. Minutes of the Annual Meeting of Full Council held on 12th May 2025

Accuracy and Approval

3. Admin

- a) Co-option of councillor(s)
- b) Update from councillors who attended training this month
- c) To agree to update the bank mandate and all contracts
- d) To discuss playschemes

4. Finance, Employment and Policy

Finance

- a) To agree appointment of internal auditor
- b) To discuss the variance report 2024/25
- c) To discuss the annual return 2024/25
- d) To discuss the bank reconciliation for April and May
- e) To discuss end of quarter and financial year figures
- f) To Approve May, June and further legacy payments
- g) To note April closing balances
- h) To receive insurance quotes and agree provider
- i) To note receipt of audit documents and timetable
- j) To discuss VAT return

- k) Update from Grants Officer
- l) To approve the purchase of a new laptop and to authorise the new Clerk/RFO to proceed with procurement.

Policy

- m) To consider and approve the re-examination of all policy documents presented at the Annual Meeting, ensuring that all amendments are clearly recorded and documented in accordance with audit and compliance requirements.
- n) To review and discuss a revised draft of the Asset Register to enhance oversight of MCC assets and ensure alignment to audit and compliance standards.
- o) To discuss the development of Standard Operating Procedures (SOPs) aimed at improving transparency regarding operating timescales and methods, thereby supporting consistency and accountability in MCC activities.
- p) To consider the implementation of an Action Log to monitor and record progress on agreed actions, enabling regular reporting at council meetings.

5. Estates and Health & Safety

- a) Update on the licence to occupy agreement for Felindre Welfare Hall and agreement on a way forward
- b) To discuss Sally's Way proposal
- c) Ground maintenance update – to discuss updating the ground maintenance contract.
- d) Update on floodlight issues
- e) To discuss electrical problems Garnswllt Hall
- f) To agree approaching SCVS for advice on CCP Hall Trust
- g) To agree a date for Craig Cefn Parc Welfare Hall Charity AGM and request an annual report from the Hall Committee to inform the meeting
- h) To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda
- i) To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda
- j) To receive written update on Garnswllt Welfare Hall on items not already covered elsewhere on the agenda

6. Correspondence

7. To note the date of the next Ordinary Meeting as **14/7/2025** (subject to change should there be any unforeseen circumstances)

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Matthew Thomas
Clerk
Mawr Community Council
12th June 2025