**To: Aelodau o Cyngor Cymuned Mawr/Members of Mawr Community Council.**

**Members are summoned to attend THE FEBRUARY ordinary meeting of Mawr Community Council (MCC)**

**Held remotely via Zoom on Tuesday 12th March 2024 at 7.00 pm.**

**(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=88305530710>

**AGENDA**

**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 20th February 2024**

Accuracy and approval.

1. **Minutes of the Finance, Employment and Policy Committee Meeting held on 5th March 2024**

Accuracy and approval.

1. **Admin**
2. To receive reports from Cllrs who have attended training this month
3. To discuss and agree purchase of Adobe Acrobat Pro for Clerk/Council use
4. **Finance, Employment and Policy**
	* 1. Approve March Payments
		2. Note February Closing Balances
		3. Note Quarter 3 Figures
		4. To discuss and approve asset register
		5. To discuss and agree Financial and Operational Risk assessment as recommended by Finance, Employment and Policy Committee
		6. To review and agree the Internal Audit procedure as recommended by Finance, Employment and Policy Committee
		7. To agree appointment of Internal Auditor as recommended by Finance, Employment and Policy Committee
		8. Update from Grants Officer
5. **Estates and Health & Safety**
	* 1. Update on MUGA progress
		2. Update from Hall Working Party Meeting
		3. To agree contractor for external works at Garnswllt Welfare Hall
		4. To approve emergency licence to operate agreement for Felindre Welfare Hall
		5. To receive results of Land Registry Search as requested by Hall Working Party
		6. To discuss H&S matters at Sally’s Way and agree a way forward following information received from Land Registry.
		7. Update from Biodiversity Project Coordinator on items not already covered elsewhere on the agenda.
		8. To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda.
		9. To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda.
		10. 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 08/04/2024 (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.*

1. **To discuss and agree way forward regarding potential claim against contractor**
2. **To discuss and agree temporary increase of employee hours by 5 hours for 7 months (backdated to March 2024) funded by grant.**
3. **To discuss employee TOIL hours and agree a way forward**
4. **To discuss employee annual leave days and agree carry forward to next year**
5. **To agree employee pension provider as recommended by Finance, Employment and Policy Committee**
6. **To discuss staff matter and agree a way forward**
7. **To Receive report from Cllr. Evans as requested by Council**
8. **To discuss and agree response to SAR request**
9. **To discuss and agree way forward regarding member complaints.**
10. **To agree a way forward regarding complaints from CCP and Felindre Hall Committees**
11. **To receive update on formal grievance from employee**

Susan Rodaway

Clerk/RFO

07/03/2024

