

Clerk/RFO: M. L. Gabriel-Davies

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**Minutes of the Annual General Meeting of Mawr Community Council**

**held on 16 May 2022 at 6:30 p.m. via Zoom**

**Present:** Cllr. Tom Roberts, Cllr. Linda Frame, Cllr. Ian Price, Cllr. Geraint Thomas, County Cllr. Brigitte Rowlands, County Cllr. Phil Downing, David Edwards, Michael Millward, Darren James, Maria Lourdes Gabriel-Davies (Clerk/RFO)

**Order of business**

1. **Election of Chairperson for 2022/2023**

Cllr. Linda Frame was proposed and duly elected Chair of the Council for 2022-2023. Cllr. Frame thanked Cllr. Tom Roberts for stepping in as Chair in the past year despite his health issues.

**RESOLVED:** Cllr. Linda Frame is the new Chair of the Council.

1. **Election of Vice Chair for 2022/2023**

Cllr. Ian Price was proposed and duly elected as Vice-Chair of the Council and accepted the position.

**RESOLVED:** Cllr. Ian Price is the new Vice-Chair for the Council.

1. **Apologies for absence:** None
2. **Declarations of Interest:** No declarations of interest at present. To be taken up as necessary during the course of business through the year.
3. **Business of the AGM:**
4. **Signing by Chairperson, Vice Chairperson and Councilor’s of their acceptance of office forms –** the clerk has met the councilors and the forms have been signed.
5. **Confirmation of Accuracy of the last AGM of the council** – the minutes of the AGM on 10 May 2021 were confirmed as accurate and accepted.
6. **Minutes for the last meeting of the Finance and Employment committee** – None submitted.
7. **Considerations of the recommendations made by a committee –** None submitted.
8. **Review of delegation arrangements to committees, sub-committees, staff and local authorities -** Cllr. Geraint Thomas proposed that the Chair and Vice-Chair review this matter later and the date to be confirmed.

**RESOLVED:** The council unanimously agreed to this proposal.

1. **Review of terms of reference for Committees –** it was proposed to review this at the earliest date due to the forthcoming changes to governance and audit.

**RESOLVED:** A Task Group will be formed once the Committee structure has been agreed.

1. **Appointment of members for the following committees –** To be deferred until Co-option has been decided.
2. **Appointment of New committees in accordance with standing order 4 –** To be deferred until Co-option has been decided.
3. **Review and adoption of appropriate standing orders and**

**financial regulations –** The council to undertake a review.

**RESOLVED:** To create a Task and Finish Group that will

oversee the review and appropriate amendments to the

Standing Orders after Co-option has been decided.

1. **Review of arrangements, including any charters and agency agreements, with local authorities and review of contributions made to the expenditure incurred by local authorities –** To retain the status quo.
2. **Review of representations on or work with external bodies**

**and arrangements for reporting back** – To retain the status quo.

1. **Review of inventory of land and assets including buildings**

**and office equipment –** The council will undertakea review of the council’s assets.

**RESOLVED:** To create a Task and Finish Group that will review the assets held by the council after Co-option has been decided.

1. **Review of Council’s and/or staff subscriptions to other Bodies** – To retain the status quo with the exception of the consultancy with an HR organisation that needs to be reviewed by the Task Group.
2. **Review of council’s complaints procedure -** To retain the status quo.
3. **Review of Councils procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 -** To retain the status quo.
4. **Review the Councils policy for dealing with the Press/media etc. -** To retain the status quo.
5. **Determining the time and place of ordinary meetings of the full council up to and including the next AGM of the Full council.**

Suggested Dates

13th of June 2022

11th of July 2022

August no meeting

12th of September 2022

10th of October 2022

14th November 2022

12th December 2022

09th January 2023

13th of February 2023

13th of March 2023

10th of April 2023

15th & 22nd May 2023

All dates subject to confirmation at the preceding meeting.

**RESOLVED:** To adhere to the proposed dates and recognising

that there should be an amount of flexibility to address changes

and issues as they arise.

1. **To discuss Charitable Donations –** To address these as and when requests are made.
2. **To appoint a representative for One Voice Wales – RESOLVED:** Cllr. Linda Frame to continue her role as the council’s representative to One Voice Wales.
3. **To appoint the Internal Auditor –**

**RESOLVED:** To discuss the appointment of a new internal auditor at the full council meeting immediately following the AGM.