

May 12, 2024

Meeting

Members of the St Nicholas with Bonvilston Community Council are summoned to attend the Annual Meeting of the council, to be held remotely on **Thursday 16th May, 2024 at 7pm**. Members of the public are welcome, and encouraged to attend, and will have opportunity to address the council.

The meeting will be held remotely in accordance with the Local Government and Elections (Wales) Act 2021. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents. The meeting will be recorded to ensure the accuracy of the Minutes.

Cllr Ian Perry - Chair

Agenda

1. **Election of Chair**
2. **Election of Vice Chair**
3. **Chair's welcome and introductions**
4. **To receive apologies for absence**
5. **To receive declarations of interest**
6. **To review/amend/adopt Council Documents, Policies and Procedures**
 - a. Standing Orders
 - b. Financial Regulations (2024)
 - c. Asset Register (2024)
 - d. Risk Management Policy
 - e. Risk Assessment (2024)
 - f. Employee Annual Leave Policy (2024)
 - g. Employee Sickness Policy (2024)
 - h. Employee Disciplinary Policy (2024)
 - i. Employee Grievance Policy (2024)
 - j. Training Plan (2024 revision)
 - k. Publication Scheme
 - l. Social Media Policy
 - m. Information & Data Protection Policy
 - n. Data Retention and Disposal Policy
 - o. Data Protection Policy
 - p. Welsh Language Policy
 - q. Community Defibrillator Policy – new
 - r. Complaints Policy – new
 - s. Code of Conduct

- t. Local Resolution Policy
- 7. To review delegation arrangements, committees and terms of reference (if any), agreements (inc. legal) and representation with external bodies and reporting back.**
 - a. One Voice Wales
 - b. Community Liaison Committee
- 8. To review Council/Employee subscriptions**
 - a. One Voice Wales
 - b. SLCC
- 9. Remuneration of Members**
- 10. To review quotation and approve insurance premium for 2024-25**
- 11. To consider the 2024 Annual Report**

