St Nicholas with Bonvilston Community Council

Minutes of the AGM of the St Nicholas with Bonvilston Community Council held at the Reading Room, Bonvilston on Monday 13th May 2019 at 19:30.

PRESENT: Cllr F Spriggs Cllr I Perry
Cllr E del Torto Cllr G Rawson
Cllr J Griffiths

ALSO PRESENT: N. McGarrigle (Clerk)
C.B. Cllr J Bird

[1] APOLOGIES: Cllr C Jones, Cllr S Thomas, Cllr A Brown, Cllr K Ward

[2] DECLARATIONS OF INTEREST: None

[3] ELECTION OF CHAIR & TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE: The Clerk requested nominations for the position of Chair. Cllr Spriggs put himself forward. There were no further nominations.

Cllr Spriggs was elected unopposed. **Prop EdT Sec JG**

[4] ELECTION OF VICE CHAIR & TO RECEIVE THE VICE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE: The Clerk requested nominations for the position of Vice Chair. Cllr del Torto put herself forward. There were no further nominations.

Cllr del Torto was elected unopposed. **Prop FS Sec GR**

[5] THE MINUTES of the previous Full Council meeting of Monday 1st April 2019 and the Extraordinary meeting of Thursday 21st February 2019, which had been circulated, were confirmed and signed. **Prop EdT Sec FS**

[6] TO REVIEW THE STANDING ORDERS FOR SNBCC:

The Clerk made a suggestion that the Council amend section 13.b of the Standing Orders to state that Code of Conduct training is compulsory for all SNBCC Councillors.

After a short discussion, the Council unanimously agreed to this suggestion and it was **AGREED** that Cllr del Torto would look at the wording of section 13.b to be issued in the June meeting pack for further discussion at the June meeting. **Prop JG Sec FS**

[7] TO REVIEW THE FINANCIAL REGULATIONS FOR SNBCC:

There were no comments on the financial regulations.

[8] TO REVIEW THE ANNUAL RISK ASSESSMENT FOR SNBCC:

Following a short discussion, the Council unanimously agreed to set up an icloud account for additional security and to purchase an additional hard drive.

It was **AGREED** that the Clerk will look into costs.   **Prop FS Sec JG**

[9]   TO REVIEW ALL OTHER POLICIES ADOPTED BY SNBCC:

   a) **Social Media Policy:** Following the April meeting, it was suggested that the wording of Section 6.10 be amended to '**don't discuss <u>or mention</u> colleagues without their prior approval'.**

     Cllr Spriggs proposed to amend 6.10 of the Social Media Policy to reflect this suggestion. Advice was previously sought from OVW on the amendment. Cllr Perry opposed this suggestion and confirmed he would be seeking his own advice.

     A vote was held; 1 x oppose, 4 x approve.

     It was **AGREED** that the Clerk amend the policy to reflect this change and upload a copy onto the Community Council website. A copy of the policy will be issued to Councillors with the draft minutes.

   b) **Welsh Speaking Policy:** The SNBCC Welsh Speaking Policy was agreed at the April meeting. The Clerk has now received a translated version of the policy in Welsh from resident D. Jones.

   c) **Grant Making Policy:** The SNBCC Grant Making Policy was agreed at the April meeting.

                                                            Prop EdT Sec JG

[10]   TO RECEIVE A REPORT OF THE ANNUAL ACCOUNTS: Councillors had previously been circulated with a copy of the 2018/19 annual account paperwork in preparation for the internal audit.

No further comments were made. The Clerk confirmed that J. Howell will be carrying out the internal audit on 16.05.19.   **Prop FS Sec EdT**

[11]   ELECTION OF INTERNAL AUDITOR: The Council unanimously agreed to continue using J. Howell.   **Prop FS Sec JG**

[12]   ELECTION OF COUNCILLORS TO OUTSIDE BODIES:

   a) **MAR Governor, St. Nicholas School:** As the current MAR Governor, Cllr del Torto nominated herself. No further nominations were received. Cllr del Torto was elected unopposed.

   b) **Vale of Glamorgan Community Liaison Committee:** It was **AGREED** that a representative would be elected at the June meeting when more Councillors are in attendance. Cllr Rawson to continue as the SNBCC representative until then.

   c) **OVW:** Cllr Perry nominated himself. No further nominations were received. Cllr Perry was elected unopposed.   **Prop FS Sec JG**

[13]   CLOSURE OF AGM.