



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 **Monday 15th May 2023 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 Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020, and can be accessed via the internet or by telephone. The meeting will be recorded to ensure the accuracy of the Minutes.

Mrs Clare Cotterell – Locum Clerk

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. **Minutes**

To approve the minutes of the meeting held on 3rd April 2023.

7. **Council Documents and Procedures**

- a) To review, amend if required, and adopt the following policies and documents:
Standing Orders, Financial Regulations, Employment Policies, Data Protection, Freedom of Information, Press and Media, Complaints Procedure, Asset Register, Risk Management and Assessment, Members' Code of Conduct, Welsh Language Policy.
- b) To review delegation arrangements, committees and terms of reference (if any), agreements (inc. legal) and representation with external bodies and reporting back.
- c) To review the Council's and/or staff subscriptions.
- d) To review the Council's expenditure under s137 of the Local Government Act 1972 or the power of well-being.
- e) To agree a Schedule of Meeting Dates (up to Annual Meeting 2024)

8. **Finances**

- a) To receive the Annual Financial documents for year ending March 2023.
- b) To receive the Q4 Budget vs Actual document for 2022-2023.
- c) Remuneration

9. Insurance

To review quotations and approve insurance premium for 2023/24.

10. Annual Report

To approve the Community Council Annual Report for 2022/23.

11. Next meetings

15th May 2023 - Ordinary Community Council Meeting to follow the Annual Meeting.



Supporting Documentation

Item 7c

ICO £35.00 annually

One Voice Wales £183.00 in 22-23

Walkers are Welcome - £50.00 in 22-23

Item 7d Section 137

No expenditure in 22-23

Item 7e - Schedule of Meeting Dates

St Nicholas with Bonvilston Community Council

Proposed Schedule of Meeting Dates for 2023/24

15th May 2023 – Annual Meeting and Ordinary Meeting

5th June 2023

3rd July 2023

7th August 2023

4th September 2023

2nd October 2023

6th November 2023

11th December 2023

8th January 2024

5th February 2024

11th March 2024

1st April 2024

13th May 2024 – Annual Meeting and Ordinary Meeting

Item 8 - Finances

Bank Reconciliation at March 31, 2023 – Provided separately

Receipts and Payments Accounts – Provided separately

Item 9 - Insurance

Documents provided separately

