



Minutes of the Annual Meeting of St Nicholas with Bonvilston Community Council, on Monday 16th May 2022 at 19:00.

The meeting was held remotely in accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

PRESENT: Cllr I Perry, Cllr J Griffiths, Cllr A Rackley, Cllr A Harris, Cllr C Halsey, Cllr M Sexton.

Members of the Public: 0

Minutes: Mrs C L Cotterell (Locum Clerk)

Meeting started at 19.00

All Cllrs had signed their Declarations of Acceptance of Office forms prior to the start of the meeting, which were witnessed by the Proper Officer.

1. Election of Chair

Cllr Ian Perry proposed himself as Chair, seconded by Cllr Griffiths, all agreed. Cllr Perry was elected as Chair - **Resolved**. Cllrs agreed that Cllr Perry can sign his Declaration of Acceptance of Office of Chair at a later date.

2. Election of Vice Chair

Cllr Harris proposed himself as Vice Chair, seconded by Cllr Rackley, all agreed. Cllr Harris was elected as Vice Chair – **Resolved**.

3. Chair's welcome and introductions

The Chairman opened the meeting and introduced Council members.

4. To receive apologies for absence

Apologies were received from the MAR Governor, G Howell. Cllr H Driscoll was absent.

5. To receive declarations of interest

None.

6. Minutes

To approve the minutes of the meeting held on 20th April 2022.

Resolved - Proposed Cllr Perry, seconded Cllr Griffiths.

7. Council Documents and Procedures

a) To review, amend if required, and adopt the following policies and documents:

Standing Orders, Data Protection, Freedom of Information, Press and Media and Members' Code of Conduct - **Resolved** to adopt, with no amendments.

Financial Regulations (Adopted April 2022) – **Noted**.

Employment Policies, Complaints Procedure – **Agreed** need to be drafted and adopted during the year.

Asset Register – **Agreed** to be updated with recent purchases.

Risk Management and Assessment, Welsh Language Policy – **Agreed** to review.

Proposed Cllr Perry, seconded Cllr Sexton.

- b) To review delegation arrangements, committees and terms of reference (if any), agreements (inc. legal) and representation with external bodies and reporting back.

External bodies - Cllrs Harris and Rackley volunteered to be representatives for One Voice Wales meetings. Cllr Perry will attend the Community Liaison Meeting in July, and then pass this representation to another Cllr.

It was confirmed there are no committees or delegation arrangements.

- c) To review the Council's and/or staff subscriptions – It was confirmed that the Community Council will pay the new Clerk's SLCC subscription. There is an annual subscription for One Voice Wales.
- d) To review the Council's expenditure under s137 of the Local Government Act 1972 or the power of well being. The s137 expenditure amount for 2021/22 was not available.
- e) To agree a Schedule of Meeting Dates (up to Annual Meeting 2023), Meeting dates were agreed for 2022/23. See Appendix 1.

8. Finances

To receive the Annual Financial Report for year ending March 2022.

The finalised accounts for 2021/22 are still awaited from Locum Financial Officer. A report should be available for the next meeting.

9. Insurance

To review quotations and approve insurance premium for 2022/23.

Quotations were received from Zurich - £391.29, BHIB - £575.76 (with LTA at £549.71), Gallagher - £685.79.

Cllrs reviewed the quotations and **resolved** to accept the quotation from Zurich. Proposed Cllr Griffiths, seconded Cllr Harris.

10. Annual Report

To approve the Community Council Annual Report for 2021/22 – **deferred** to next meeting, Cllr Perry to draft report for approval.

11. Next meetings

16th May 2022 - Ordinary Community Council Meeting to follow the Annual Meeting.

Meeting closed at 19.35

Appendix 1

St Nicholas with Bonvilston Community Council

Schedule of Meeting Dates for 2022/23 – (all meetings start at 19.00 unless otherwise stated)

16th May 2022 – Annual Council Meeting

13th June 2022

4th July 2022

5th September 2022

3rd October 2022

7th November 2022

5th December 2022

9th January 2023

6th February 2023

6th March 2023

3rd April 2023

8th May 2023 – Annual Meeting

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