



# **Llangynwyd Middle Community Council**

## **Remote Annual Meeting to be Held in Microsoft Teams on**

### **Wednesday, 28th June 2023 at 6pm**

#### **AGENDA**

1. To elect a chairperson for 2023/24
2. To receive the chairperson's Declaration of Acceptance of Office
3. To elect a vice-chairperson for 2023/24
4. Apologies for absence
5. To receive Declarations of Interest
6. To appoint committees and their members; current ones are:
  - a) Rights of Way Committee (5 members) - HD/PE/KP/PJ/CW
  - b) Personnel Committee (5 members) - KP/PE with 3 vacancies
  - c) Finance Committee (5 members) - PS/HD/KP with 2 vacancies
  - d) Environment, Biodiversity & Amenities Committee (5 members) - PS/PE/PJ/CW (1 vacancy)
  - e) Policies and Procedures Committee (whole council) - KP/PS/HD/PE/PJ/CW
7. Appointment of representative and deputy; current ones are:
  - a) Town and Community Council Forum - KP
  - b) One Voice Wales Area Committee - KP
8. To review Asset Register for 2023/24
9. Charge for Allotment 2023/24; current nominal fee: £25 per annum
10. IRPW - Payments 2023/24:

Members should not be out of pocket for carrying out their duties. However, an individual may decline to receive part, or all of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so.

  - a) All councils must pay their members £156 towards the extra household expenses of working from home.
  - b) Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables. It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.
  - c) Senior Role - Optional up to 3 members (£500 each)  
Mayor or Chair Optional - Up to a maximum of £1,500  
Deputy Mayor or Deputy Chair Optional - Up to a maximum of £500  
Attendance Allowance - Optional  
Financial Loss - Optional  
Travel and Subsistence - Optional  
Cost of Care or Personal Assistance - Mandatory

11. To appoint an internal auditor for the 2023/24 audit (currently, the internal auditor is Robert Cole & Co. Chartered Certified Accountants)
12. To review the Council's insurance arrangements (currently with Zurich Municipal Insurance; policy attached (in draft form))
13. To review the signatories for online banking (current signatories are Clerk: input of payments only, and Cllr Pararajasingham Sasiruban, Cllr Harry Davies and Cllr Kenneth Piper: authorisation of payments only)

**Cheryl John, Clerk and Responsible Finance Officer**

**Should a member of the public wish to join the meeting, please email me:**

**[Cheryl.John.0709@outlook.com](mailto:Cheryl.John.0709@outlook.com) or telephone: 07908 559631**