

## **Minutes of the Remote Annual Meeting Held in Microsoft Teams at 6pm on Wednesday, 28th June 2023**

***It should be noted that this meeting could not be held in May due to the absence of the Clerk.***

### **Present**

Cllr Ken Piper (KP), Cllr Harry Davies (HWD), Cllr Phillippa Etherington (PE), and Cllr Colin Williams (CW)

Cheryl John (CJ) - Clerk

#### **1. To Elect a Chairperson for 2023/24**

It was proposed by CW and seconded by HD and

**Resolved:** KP be duly appointed Chairman for the ensuing year.

#### **2. To Receive the Chairperson's Declaration of Acceptance of Office**

KP accepted the position and would preside over the rest of the meeting.

**Action:** KP to sign the acceptance as soon as possible.

#### **3. To Elect a Vice-chairperson for 2023/24**

It was proposed by HD and seconded by PE and

**Resolved:** CW be duly appointed Vice-chairman for the ensuing year.

#### **4. Apologies for Absence**

Cllr Pararajasingham Sasiruban (PS) did not send his apologies, neither did Cllr Paul John (PJ) who has not attended a meeting for over six months, and now, automatically ceases to be a member.

**Action:** Clerk to write to PJ to inform him.

Cllr Richard Howells (RH), Chairman in 2022/23 was not in attendance either; he resigned in April 2023.

**Action:** Clerk to write to him on behalf of Council, to thank him for his service, and to wish him the very best for the future.

#### **5. To Receive Declarations of Interest**

None

#### **6. To Appoint Committees and Their Members**

The Council **resolved** to appoint:

- a) Rights of Way Committee (5 members) - KP/CW/HD/PE - 1 vacancy
- b) Personnel Committee (5 members) - KP/CW/PE - 2 vacancies
- c) Finance Committee (5 members) - KP/CW/HD/PE - 1 vacancy
- d) Environment, Biodiversity & Amenities Committee (5 members) - CW/PS/PE - 2 vacancies
- e) Policies and Procedures Committee (whole council) - KP/CW/PS/HD/PE

Presently, Council has low membership, it was **resolved** that until membership increases, committee meetings would only be held when requested, or if there is the need.

## **7. Appointment of Representative and Deputy**

The Council **resolved** to appoint:

- a) Town and Community Council Forum - Representative: KP and Deputy: CW
- b) One Voice Wales Area Committee - Representative: KP and Deputy: CW

## **8. To Review Asset Register for 2023/24**

Deferred.

## **9. Charge for Allotment 2023/24**

The Council **resolved** that the nominal fee would remain at £25 per annum.

## **10. IRPW - Payments 2023/24**

Councillors have received a copy of the Independent Remuneration Panel for Wales Annual Report 2023/24, the Clerk also provided an outline of each allowance for the meeting.

Council **resolved** that the following up front payments be made, and if anyone should leave or change role, money would be recovered:

- Councillor's Allowance - £156
- Members to claim full reimbursement should office consumables be purchased (VAT receipt(s) required)
- Chairman's Allowance - £500 (with the proviso that this can be increased should circumstances warrant)
- Senior Role - deferred

## **11. To Appoint an Internal Auditor for 2023/24**

Council considered quotes for this service in 2022/23 and are satisfied with present provider.

Council **resolved** to remain with Rob Cole & Co Chartered Certified Accountants.

## **12. Review the Council's Insurance Arrangements**

Deferred until asset register available.

**13. To Review the Signatories for Online Banking**

Council was advised of the current practices; Clerk may only input while three Councillors (KP/PS/HD) may only authorise.

The Council **resolved** that PS be removed and CW and PE be added as authorisers

**Meeting Closed at 6.50pm**

Chairman.....

Date.....