## Crynant Community Council

The Community Centre, Woodland Road, Crynant. S10 8RF

Heidi Mortimer, Clerk,

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To Members of the Council

April 23rd 2021

Dear Member,

**ANNUAL MEETING OF THE COUNCIL**

You are summoned to The Annual Meeting of the Council to be held on Thursday 29th April at 6:30pm via Microsoft teams. The agenda will be as follows:

1: To elect a Chairman for the Council year 2021/22.

2: To receive the Chairman’s Declaration of Acceptance of Office.

3: To elect a Vice-Chairman for the Council year 2021/22.

4: To receive declarations of personal and prejudicial interests.

5: To confirm members to sign cheques:

Barclays Bank PLC, (Currently, Cllr Barry Michael, Cllr Peter Shopland & Clerk Heidi Mortimer).

6: To Appoint Committees and Officers:

1. Policy and Resources Committee (11 Members)   
   (All members of the Council to be in membership with the Chairman and Vice-Chairman of the Council holding these respective positions).
2. Finance Committee.
3. Human Resource.
4. Asset, Environment and Amenities Committee.
5. Health & Safety Working party.
6. Events Working party.

7. To consider officer positions to confirm continue with existing arrangement or incorporate into Finance and Amenity, Asset & Environment committee.

(a) Grants Officers.

(b) Groundsman.

(c) Hall Management.

(d) Playgrounds.

(e) Sexton.

8: Appointment of Representatives.

1. Community Liaison Committee with Town and Community Councils.
2. Representative for One Voice Wales Area Committee.
3. Representative of School Governor for Crynant Primary School.
4. Representative for Cefn Coed museum.
5. Representative on the Environmental Forum.

9: To decide if any Members (other than the Chair) should receive Members Allowances in accordance with the Independent Remuneration Panel for Wales Annual Report.

*Determination 44:* Payment of £150 re: Telephone, technology, consumables etc.

*Determination 46:* Payment of £500 in recognition of specific responsibilities.

*Determination 48:* Payment for mileage.

*Determination 49:* Payment for overnight accommodation and subsistence.

*Determination 50:* Payment for financial loss.

*Determination 51:* Payment for care costs.

*Please note that all Members need to provide signed letters to inform the Clerk that they do not wish to receive the statutory £150 payment. Please note that signed consent not to claim can be withdrawn by providing confirmation of the change in writing.*

10: To Appoint an Internal Auditor for 2020/21 (Currently the Internal Auditor is WBV Chartered Accountants).

11: To determine whether a review of Standing orders and/or Financial Regulations is required.

12: To review the Council’s risk assessment register/schedule.

13: Deeds and Trust Instruments and review of Fixed Assets Register.

14: To review the Council’s Insurance Arrangements.

Yours faithfully,

Heidi C. Mortimer

Clerk to the Council

**MEMBERS OF THE PUBLIC MAY ATTEND**