

**LLANTWIT FARDRE COMMUNITY COUNCIL  
CYNGOR CYMUNED LLANILLTUD FAERDREF**



**NOTICE is hereby given that the ANNUAL MEETING of the LLANTWIT FARDRE COMMUNITY COUNCIL will be held on MONDAY, 22<sup>ND</sup> MAY, 2023 at 5 P.M. at the Community Council Office (rear of the Carnegie Parish Hall), Main Road, Church Village**

The meeting will be accessible by remote attendance pursuant to the Local Government Elections (Wales) Act, 2021.

You may connect to the meeting remotely through ZOOM:-

Meeting ID: 868 4841 6089

Passcode: 638718

**NOTE:** in accordance with Standing Order 3(m) – photographing, recording, broadcasting or transmitting the proceedings of a meeting of this Council by any means is not permitted without the Council's prior written consent.

**Contact: Karyl May MSc, Clerk & Executive Officer  
Tel.No. 01443-548892**

## **AGENDA**

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Nos.**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. DECLARATIONS OF INTEREST**

To receive disclosures of personal interests from Members.

**Note:**

1. Members are requested to identify the item number and subject matter to which their interest relates and to signify the nature of the personal interest; and

2. Where a Member withdraws from the meeting, they must notify the Chair.

### 3. **ELECTIONS**

- (a) To elect a Chair of Llantwit Fardre Community Council for the Municipal Year 2023-24.

**Note:** Arrangements will be made for the elected Chair to sign the Declaration of Acceptance of Office at the Community Council Office.

- (b) To elect a Vice-Chair of Llantwit Fardre Community Council for the Municipal Year 2023-24.

### 4. **MINUTES**

To approve as a correct record the minutes of the meeting of the Community Council held on the 24<sup>th</sup> April, 2023

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## **REPORTS OF THE CLERK**

### 5. **APPOINTMENT OF COMMITTEES/SUB-COMMITTEES**

To appoint the following Committees for the 2023-24 Municipal Year:-

- Finance & Policy Committee (x6 Members)
- Leisure & Amenities Committee (x6 Members)
- Staffing Committee (x6 Members)
  - Disciplinary Sub-Committee (x3 Members)
  - Appeals Sub-Committee (x3 Members)
- Complaints Panel (in accordance with the Council's Model Local Resolution Protocol) (x4 Members)

### 6. **APPOINTMENT OF CHAIRS AND VICE-CHAIRS**

To appoint the Chairs and Vice-Chairs to the following Committees for the 2023-24 Municipal Year, subject to the appointment of such Committees at Agenda Item 5:-

- Finance & Policy Committee
- Leisure & Amenities Committee
- Staffing Committee
  - Disciplinary Sub-Committee
  - Appeals Sub-Committee
  - Appointments Sub-Committee

**Note:** The appointment of Chairs and, if felt appropriate Vice-Chairs of the Sub-Committees to be determined by the Staffing Committee at its first meeting during the 2023-24 Municipal Year.

- Complaints Panel – The Chair of this Panel is the Chair of the Council.

7. **REVIEW OF DELEGATION ARRANGEMENTS AND TERMS OF REFERENCE OF COMMITTEES** 7 – 12
8. **SCHEDULE AND TIMING OF MEETINGS FOR THE MUNICIPAL YEAR 2023-24 AND THE HOLDING OF HYBRID MEETINGS** 13 – 14
9. **COUNCIL'S REPRESENTATIVES**

To nominate Members to sit on the following Bodies:-

- i. Efail Isaf Village Hall Committee x1 Member (Community Councillor J.James was appointed previously)
- ii. Neuadd Dowlais Community Centre Committee x3 Members (Community Councillors P.Fletcher, K.Johnson and R.McCracken were appointed previously)
- iii. Llantwit Fardre Sports Club x2 Members (Community Councillors A.Raines and G.Stacey were appointed previously).
- iv. Garth Olwg Community Campus x2 (Community Councillors R.Butler and G.Stacey were appointed previously)
- v. Llantwit Fardre Community Association – All Members are Trustees.
- vi. Christmas Evan John Charity x3 (Community Councillors R.Butler, J.James and G.Stacey were appointed previously) – to note that a Member is also to be nominated by Pontypridd Town Council who represents the Treforest Ward.
- vii. RCTCBC Community Liaison Committee x1 Member and the Clerk (Chair of the Council or in his/her absence the Vice Chair of the Council)

10. **FINANCIAL RISK ASSESSMENT** 15 – 22
11. **REVIEW OF DOCUMENTS** 23 – 26
12. **SIGNATORIES**

- (a) To nominate Members as signatories for cheques in respect of Accounts for Payment.

The current signatories are - Community Councillors R.Butler, J.James, A.Raines and G.Stacey.

- (b) To nominate two Members as signatories for cheques in respect of Christmas Evan John Charity Fund (the two Members nominated must be representatives as selected at Agenda Item 9(vi) above))

The current signatories are – Community Councillors J.James and G.Stacey.

**13. APPOINTMENT OF INTERNAL AUDITOR**

To consider whether to appoint Mr.J.Morgan as the Council's continued Internal Auditor to carry out two audit inspections during the year.

**ANNUAL REPORTS (SEPARATE DOCUMENTS)**

**14. ANNUAL REPORT (SETTING OUT THE COUNCIL'S PRIORITIES, ACTIVITIES AND ACHIEVEMENTS DURING THE PRECEDING FINANCIAL YEAR (FROM APRIL, 2022 – MARCH, 2023))**

In accordance with Section 52, Part 3 of the Local Government and Elections (Wales) Act, 2021 and the Council's Standing Orders 5 (xxii) to agree to the publication of the above Report.

**15. ANNUAL REPORT – WELL-BEING OF FUTURE GENERATIONS ACT, 2015**

To approve and agree the Annual Report 2022/23 to be presented to the Cwm Taf Public Services Board – see separate document.

**Karyl May,MSc  
Clerk & Executive Officer**

**15<sup>th</sup> May, 2023**

**Distribution:**

All Members of Llantwit Fardre Community Council namely:-

Community Councillors J.Beattie, R.Butler, P.Fletcher, A.Green, J.James, K.Johnson, J.Murphy, A.Raines, G.Stacey, D.Stone, S.Trask and G.Warren.

County Borough Councillor C.Preedy