

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



**ANNUAL MEETING OF THE COUNCIL**

**22<sup>ND</sup> MAY, 2023**

**REPORT OF THE CLERK AND EXECUTIVE OFFICER**

**1. SCHEDULE OF MEETINGS – MUNICIPAL YEAR 2023-24**

- 1.1 In accordance with Standing Order 5(j)(xx), Members consideration is sought in determining the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council.
- 1.2 In considering the schedule of meetings for the Municipal Year, Members also need to be mindful of Standing Order 3(y) which states *“meetings of Llantwit Fardre Community Council shall be held within the Community on the last Monday of each month commencing at 5 p.m.”*
- 1.3 Below is the list of dates of meetings of the Council which have been scheduled to take place on the last Monday of each month:-
  - 26<sup>th</sup> June, 2023
  - 31<sup>st</sup> July, 2023
  - August Recess
  - 25<sup>th</sup> September, 2023
  - 30<sup>th</sup> October, 2023
  - 27<sup>th</sup> November, 2023
  - 18<sup>th</sup> December, 2023 (the last Monday of the month in December is a Bank Holiday)
  - 29<sup>th</sup> January, 2024
  - 26<sup>th</sup> February, 2024
  - 25<sup>th</sup> March, 2024
  - 29<sup>th</sup> April, 2024
  - Annual Meeting of the Council – 20<sup>th</sup> May, 2024 (as Spring Bank Holiday is the 27<sup>th</sup> May, 2023)

- 1.4 As stated in paragraph 1.1 above, Members also need to determine the times of the above meetings.
- 1.5 It is proposed that Committees will meet as and when necessary and will be arranged as determined by the respective Chairs when the business allows.

## **2. RECOMMENDATIONS**

- 2.1 To agree to the schedule of meetings of the Council for the 2023-2024 Municipal Year as listed in paragraph 1.3 of the report;
- 2.2 To consider the timing of meetings of the Council; and if necessary the Council's Standing Orders be amended should it not be agreed that meetings continue to be held at 5 p.m.;
- 2.3 To agree that meetings continue to be held at the Community Council Office;
- 2.4 That Committees will meet as and when necessary and will be arranged at a date and time as determined by the respective Chairs when the business allows.