

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



NOTICE is hereby given that the ANNUAL MEETING of the LLANTWIT FARDRE COMMUNITY COUNCIL to be held virtually on MONDAY, 16TH MAY, 2022 at 5 P.M.

The meeting will be remote via the ZOOM application. The details on how to access the meeting are shown at the end of this agenda.

**Contact: Karyl May MSc, Clerk & Executive Officer
Tel.No. 01443-217262**

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 2022-23.

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 2022-23.

4. **MINUTES**

To approve as a correct record the minutes of the meeting of the Community Council held on the 28th March, 2022

1 – 8

REPORTS OF THE CLERK

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

To appoint the following Committees for the 2022-23 Municipal Year:-

- Finance & Policy Committee (x5 Members)
- Leisure & Amenities Committee (x5 Members)
- Staffing Committee (x5 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 2022-23 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 2022-23 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**

9 -14

8. **SCHEDULE AND TIMING OF MEETINGS FOR THE MUNICIPAL YEARS 2022-23 AND THE HOLDING OF HYBRID MEETINGS**

15 – 18

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 S.Bristo, B.James and J.James 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. South East Wales Area Committee (One Voice Wales) x2 (Community Councillors A.Raines (Chair of the Council) and B.James (Vice-Chair of the Council) were previously appointed.
- viii. Larger Councils Committee (One Voice Wales) x1 Member and the Clerk (Community Councillor B.James was appointed previously).
- ix. 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 19 - 26

11. REVIEW OF DOCUMENTS 27 - 30

12. SIGNATORIES

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

The current signatories are - Community Councillors R.Butler, B.James, 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, 2021 – MARCH, 2022))

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 2021/22 to be presented to the Cwm Taf Public Services Board – see separate document.

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

9th May, 2022

Join Zoom Meeting

**Meeting ID: 869 3285 1534
Passcode: 725459**

Should you need to access this meeting by telephone, please follow the details shown below:-

Tel.No.0131 460 1196

Enter Meeting ID: 869 3285 1534

Participant ID No: press the # (hash) key

Record your name then press the # (hash) key

Note: It is recommended that Members try to join this meeting a few minutes prior to the commencement time of 5 p.m.

Distribution:

All Members of Llantwit Fardre Community Council and the County Borough Councillors for the Llantwit Fardre, Church Village and Tonteg Wards.