

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



Minutes of the Hybrid Meeting of the **Annual Meeting** of Llantwit Fardre Community Council held on Tuesday , 26TH May, 2026 at 5.10 p.m. at the Council Chamber, Carnegie Parish Hall, Main Road, Church Village.

PRESENT

Community Councillors

J Beattie, P. Fletcher, A Green, B James, J. James, G. Stacey, and D. Stone, G Warren and S Trask

Officers in Attendance

Ms. Claire Hendy – Clerk, Executive Officer & Responsible Finance Officer

1. APOLOGY FOR ABSENCE

RESOLVED - to note that an apology for absence had been submitted by Community Councillors K Johnson J Murphy and R Butler

2. DECLARATIONS OF INTEREST

RESOLVED – to note that there were no declarations made at the meeting pertaining to items on the agenda.

3. ELECTIONS

(a) CHAIR OF LLANTWIT FARDRE COMMUNITY COUNCIL

RESOLVED – To elect Community Councillor G Warren as Chair of Llantwit Fardre Community Council for the Municipal Year 2026 -2027.
Councillor J Beattie took the opportunity thank Members and staff for all their hard work throughout the year and stated “it was with great pleasure and honour to pass the chain of Office to Councillor G Warren who will be the Community Council Chair for the year 2026/27.

Councillor G Warren thanked Members for the opportunity to sit as Chair of the Council and informed Member she looks forward to working with all Members and staff over the next year to ensure the Community of Church Village, Efail Isaf, Llantwit Fardre and Tonteg thrive to develop further community cohesion.

(b) VICE-CHAIR OF LLANTWIT FARDRE COMMUNITY COUNCIL

RESOLVED – to elect Community Councillor J Murphy as Vice-Chair of Llantwit Fardre Community Council for the Municipal Year 2026 - 27

4. MINUTES

RESOLVED –

- a) to approve as an accurate record the minutes of the 27th April 2026
- b) to receive and approve the minutes of the Finance and policy Committee held on 19th May 2026.

REPORTS OF THE CLERK

5. APPOINTMENT OF COMMITTEES/SUB-COMMITTEES

RESOLVED – to appoint the following Committees/Sub-Committees together with the membership as shown in the table below: -

Committee	Membership Community Councillors
Finance & Policy Committee	D Stone, R Butler, G Stacey, P Fletcher, B James
Leisure & Amenities Committee	J Beattie, A Green, J Murphy, A Raines, K Johnson
Staffing Committee	P Fletcher, G Stacey, A Green, A Raines, S Trask
Disciplinary Sub-Committee (x3 Members)	G Stacey, A Green S Trask
Appeals Sub-Committee (x3 Members)	D Stone, A Raines. B James
Appointments Sub-Committee	Will be decided at the first meeting of the Staffing Committee
Complaints Panel (established in accordance with the Council's Model Local Resolution Protocol) (x4 Members)	Chair of the Council, Vice-Chair of the Council, Chair of Staffing and Member to be confirmed

	(Substitute Members may be appointed as and when felt appropriate.)
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6. APPOINTMENT OF CHAIRS AND VICE-CHAIRS

RESOLVED – To appoint the Chairs and Vice-Chairs to the Committees as shown in the table below:-

Committee	Chairs/Vice-Chairs Community Councillors
Finance & Policy	Chair – Councillor D Stone Vice Chair – Councillor R Butler
Leisure & Amenities	Chair - Councillor J Beattie Vice Chair – Councillor A Green
Staffing	Chair - Councillor P Fletcher Vice Chair – Councillor G Stacey
Disciplinary Sub-Committee	To be appointed by the Staffing Committee at its first meeting during the 2026/27 Municipal Year.
Appeals Sub-Committee	To be appointed by the Staffing Committee at its first meeting during the 2026/27 Municipal Year.
Appointments Sub-Committee	To be appointed by the Staffing Committee at its first meeting during the 2026/27 Municipal Year.

7. REVIEW OF THE DELEGATION ARRANGEMENTS AND TERMS OF REFERENCE OF COMMITTEES

The Clerk informed Members that in accordance with Standing Order 5(j)(v and vi) there was a need to review the delegation arrangements for Committees together with their Terms of Reference.

RESOLVED –

1. That the Council's Standing Committees continue to be given delegated powers.
2. To agree that no amendments be made to the Terms of Reference of the Committees, Sub-Committees and Complaints Panel.

8. SCHEDULE OF MEETINGS – MUNICIPAL YEAR 2026/27

In accordance with Standing Orders 3(y) and 5(j)(xx), the Clerk sought the consideration of Members' in determining the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council.

RESOLVED –

1. To agree to the schedule of meetings of the Council for the 2025-26 Municipal Year being held on the last Monday of each month, as listed below:-
 - 29th June 2026
 - 27th July 2026
 - August Recess
 - 28th September 2026
 - 26th October 2026
 - 23rd November 2026
 - 14th December 2026(the last Monday of the Month in December is a Bank Holiday)
 - 25th January 2027
 - 22nd February 2027
 - 29th March 2027
 - 26th April 2027 (this may change due to the election period)
 - Annual Meeting of the Council – 17th May 2027
2. That the timing of meetings of the Council remain as 5 p.m.
3. To agree that meetings continue to be held in the Community Council Chamber and to also accord with Part 3, Section 47 of the Local Government and Elections (Wales) Act, 2021 in the enabling of hybrid meetings.

4. That Leisure and Amenities, Finance and Policy Committees will be held bimonthly and Staffing Committees will be when required.

9. COUNCIL'S REPRESENTATIVES

RESOLVED – To nominate the Members as shown below to sit on the Bodies as listed: -

- i. Efail Isaf Village Hall Committee (x1 Member) – Community Councillor S Trask.
- ii. Neuadd Dowlais Community Centre Committee (x3 Members) – Community Councillors P. Fletcher, K Johnson and B James
- iii. Llantwit Fardre Sports Club (x2 Members) – Community Councillors J Beattie and G. Stacey.
- iv. Llantwit Fardre Community Association – All Members are Trustees.
- v. Christmas Evan John Charity (x3 Members) – Community Councillors R. Butler, J. James and G. Stacey. **Note:** A Member is also to be nominated by Pontypridd Town Council who represents the Treforest Ward.
- vi. RCTCBC Community Liaison Committee (x1 Member and the Clerk) – Community Councillor G Waren (Chair of the Council) and in her absence, Community Councillor J Murphy (Vice-Chair of the Council)

10. ANNUAL ASSESSMENT OF THE FINANCIAL RISK REGISTER

In accordance with Standing Order 5(xxiii) and 17.1 of the Council's Financial Regulations together with the recommendation of the Auditor following the end of year Internal Audit. Members assessed the Financial Risk Assessment

RESOLVED –

1. To approve the identified risks as shown in the revised Financial Risk Register as appended to the report.

11. COUNCIL'S BANKING ARRANGEMENTS

Members considered the Council's Banking arrangements for the Municipal year 2026 /27 and **RESOLVED** to agree the banking arrangements for 2026/27

12. REVIEW OF DOCUMENTS

In her report, the Clerk advised Members that in accordance with Standing Order 5(j)(ix) there was a need to review the Council's Standing Orders and Financial Regulations.

Members were informed that there were no current changes made to Standing Orders of the Community Council or the Financial Regulations as amended by the NALC / OVW in April 2025.

Members also considered the Investment strategy for 2026/27 Municipal year along with the existing policies which can be found in 1.5.1 of the report where Members agreed to adopt and retain the policies for the year 2026/27

Also, in accordance with Standing Order 5(j)(xiii) there was a need to review the Council's Insurance Policy each year at the Annual Meeting of the Council.

The Clerk informed Members that the long-term Agreement reached with Zurich Came to an end at the 31st May 2026 therefore at the meeting of the Finance and Policy Committee Members held on the 19th May 2026 Members RESOLVED to proceed with Company B Zurich for a further 3-year agreement.

The cost of this policy was ££6,343.96 The Vehicle insurance which is due for renewal in July will cost £1,373.87.

Following the observations of the Clerk, it was **RESOLVED** that Members

1. Reviewed and adopt the Standing Orders for 2026/27.
2. Reviewed and adopted the Financial Regulation for 2026/27
3. To confirm the arrangements for the Insurance cover to be renewed on the 1st June 2025 and to agree the continuation of the Long-Term Agreement (LTA) with Zurich until June 2029.
4. Agree the Investment strategy and retain the existing policies found at 1.5.of the report for the year 2026/27
5. Resolved that the current policies of the Community Council be adopted for a further 12 months, subject to any changes in legislation or governance arising during the year.

13. **SIGNATORIES**

RESOLVED –

1. To confirm the following signatories for cheques in respect of Accounts for Payment: -

Community Councillors R. Butler, J. James. A. Raines and G. Stacey.
with addition of 2 other Members Councillors J Beatie and K Johnson
2. To confirm Community Councillors J. James and G. Stacey, R Bulter as signatories for cheques in respect of the Christmas Evan John Charity Fund.

14 **APPOINTMENT OF INTERNAL AUIDITOR**

RESOLVED – To appoint Ms Claire Lingard as the Council's continued Internal Auditor to carry out two audit inspections during the year of 2026/27.

15. **ANNUAL RETURN**

Members **RESOLVED** to approve the Annual Return for 2025/26 subject to any recommendation made in the internal Audit Report.

16. **ANNUAL GOVERNANCE STATEMENT**

RESOLVED to approve the Annual Governance Statements for 2025/26.
(noted that the documents would be signed by the Chair and the Responsible Finance Officer following confirmation made by Council)

17. **ANNUAL REPORT (SETTING OUT THE COUNCIL'S PRIORITIES, ACTIVITIES AND ACHIEVEMENTS DURING THE PRECEDING FINANCIAL YEAR (FROM APRIL, 2024 – MARCH, 2025) INCLUDING – WELL-BEING OF FUTURE GENERATIONS ACT, 2015**

In accordance with Section 52, Part 3 of the Local Government and Elections (Wales) Act, 2021 and the Council's Standing Orders 5(xxii), it was **RESOLVED**
- To approve and agree to the publication of the above Report and to put on record thanks to all staff of the Community Council for all their hard work throughout the year.

**Cllr J Beattie / G Warren
(Chair25/26) (Chair 2026/27)**

The meeting closed 6.10PM ---