

RHYMNEY COMMUNITY COUNCIL

Minutes of the Annual General Meeting held at Abertysswg Community Centre, Abertysswg, on Friday 4th May 2018 at 6:30pm.

Present

Cllr. D. Harse (Chairperson)	Cllr. M. L. Thomas
Cllr. J. E. Hughes	Cllr. G. Oliver
Cllr. J. Bevan	Cllr. E. James
Cllr. P. Oliver	

Apologies

Cllr. D. Bradley	Cllr. L. Dykes
Cllr. L. Gronow	Cllr. H. Williams
Cllr. D. T. Williams	

In Attendance

Mr. G. O. Williams	Clerk
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Minutes and Apologies

The minutes of the last Annual General Meeting (25th May 2017), previously circulated to members, were accepted as an accurate record and signed by the outgoing Chairperson Cllr. J.E. Hughes.

Apologies for absence were received from Cllr. D. Bradley, Cllr. L. Dykes, Cllr. L. Gronow, Cllr. H. Williams and Cllr. D. T. Williams.

Declaration of Interest

Cllr. J. Bevan declared an interest in the appointment of Council's Internal Auditor for 2018/19. Cllr. J. Bevan took no part in the discussion thereon.

Declaration of Acceptance of Office – Elected Members (Councillors)

Code of Conduct – The Local Authorities (model Code of Conduct) (Wales) (Amendment) Order 2016 (no.2016/84) was adopted by Council and Members.

Appointment of Chairperson for the Ensuring Year

Cllr. D. Harse was proposed, seconded and unanimously accepted as Chairperson for the ensuring year.

Proposed. Cllr. J. Bevan Seconded. Cllr. J. Hughes

Cllr. D. Harse duly signed the Chairperson's Declaration of Acceptance of Office.

Outgoing Chairperson's Report

Cllr. J. E. Hughes thanked the Clerk Geraint Williams, and all members for their support and commitment during his year of office. Cllr. J. E. Hughes also extended Council's deepest sympathy following the recent passing of Cllr. Harse' father. Council then stood for a minute silence in remembrance.

Incoming Chairperson's Address

Cllr. D. Harse thanked all members for their support and for his selection. Cllr. D. Harse went on to say that he was privileged to be selected as Chairperson and that he would do everything possible to raise the profile of the Community Council during his year in office.

Appointment of Vice-Chairperson for the Ensuring Year

Cllr. M. L. Thomas was proposed, seconded and unanimously accepted as Vice-Chairperson for the ensuring year.

Proposed. Cllr. J. E. Hughes Seconded. Cllr. J. Bevan

Appointment of Leader of Council for the Ensuring Year

Cllr. J. Bevan was proposed, seconded and unanimously accepted as Leader for the ensuring year.

Proposed. Cllr. G. Oliver Seconded. Cllr. J. E. Hughes

Appointment of Deputy Leader of Council for the Ensuring Year

Cllr. Cllr. G. Oliver was proposed, seconded and unanimously accepted as Deputy Leader for the ensuring year.

Proposed. Cllr. J. Bevan Seconded. Cllr. J. E. Hughes

To elect the appointment of Council's Standing Committees:

- Planning
- Policy and Resources

It was proposed by Cllr. J. Bevan that the standing committees be ended as all matters are now dealt with by full Council.

To appoint Chairperson and Vice-Chairperson to Council's Planning Committee

Cllr. J. E. Hughes was proposed, seconded and unanimously accepted as Chairman for the ensuring year.

Proposed. Cllr. M. L. Thomas Seconded. Cllr. L. James

To consider the appointment of Representatives on the following Committees.

- a. Caerphilly C.B.C & Community Council 1 Plus the Clerk
 Liaison Sub-committee
 Proposed and Seconded Cllr. D. T. Williams.

- b. Community & Town Council Liaison Committee 2 plus the Clerk
 Proposed and Seconded Cllr D. T. Williams & Cllr. H. Williams.

- To consider Council's ex-officio representatives to.
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| a. | Rhymney Day Centre Management Committee
Proposed and Seconded Cllr L. Dykes | 1 |
| b. | St David's Hall Management Committee
Proposed and Seconded Cllr. J. E. Hughes | 1 |
| c. | Abertysswg Community Centre
Proposed and Seconded Mrs. L. Gronow | 1 |
| d. | Ael-y-Bryn Community Centre
Proposed and Seconded Cllr. D. Williams | 1 |

To agree Council's Cheque Signatories for 2018/19

It was proposed and seconded that Council retain existing signatories:

- Cllr. D. Harse
- Cllr. H. Williams
- Cllr. M. L. Thomas

To consider the appointment of Council's Internal Auditor for 2018/19

It was proposed and seconded that Council reappoint the current post holder – Mrs Julie Richards.

Any Representative unable to attend his or her meeting, please inform the Clerk in time to make alternative arrangements. Brief written reports to be made by representatives regarding minutes of their respective meetings, forums, and committees for file purposes.

Community Council Budget & Financial Reconciliation

The Clerk shared with Council a copy of Council's Budget for 2018/19. Following discussion, it was agreed that Council work within the following values. It was also agreed that the Clerk report quarterly against these indicative budget lines, highlighting where significant under / over spend is likely.

Income		Expenditure	
Approx. C/F 31/03/2018 Mainstream	£31,750.00	Clerk's Salary & On Costs	£13,000.00
Precept	£35,000.00	Chairperson's Allowance	£00,500.00
Anticipated VAT 2017-18	£01,500.00	Councillor Expenses (13 @ £1,500.00)	£01,950.00
		Telephone & Broadband	£00,300.00
		Room Hire	£00,300.00

		Insurance	£00,600.00
		Stationery & Postage	£00,750.00
		Website	£00,600.00
		Section 137 Grants	£05,000.00
		Dog Show x2	£00,800.00
		Christmas Event & Functions	£01,200.00
		Christmas Lighting	£09,000.00
		Audit	£00,600.00
		Summer Scheme	£06,500.00
		Closure of OAP Centre	£00,500.00
		Council IT Renewal (Computer)	£00,500.00
Total	£68,250.00	Total	£42,100.00
Projected Balance Year ending 31.03.2019			£26,150.00

Moved. Clerk to agenda Council IT Renewal for the June meeting of Council and to explore options in the interim.

A discussion regarding the projected carry forward ensued, which included an outline proposition from Cllr. P. Oliver regarding the site of the Community Centre in Pontlottyn. No agreement or future action was agreed.

Community Council Financial Position Year Ending 31st March 2018

The Clerk provided Council with a high-level overview of the financial position for the year ending 31st March 2018. Within his report, the Clerk advised Council that he projected a carry forward amount of £31,754.19

Moved. Noted on file.

Section 137 Grant Aid Awards 2018/19

Following discussion, it was agreed this discussion be deferred for discussion at the June meeting of Council.

General Data Protection Regulations

The Clerk updated Council on his ongoing preparations in readiness for the abovementioned changes to Data Protection Regulations. The Clerks update included work undertaken at Abertysswg OAP and the subsequent safe secure and associated disposal of variance Council documents. Following discussion, it was agreed Council appoint Micro Shade Ltd as Councils Data Protection Officer.

Moved. Clerk to liaise with Micro Shade Ltd to agree support for 2018/19 and to implement a plan of action relevant to ongoing and future compliance with the new regulations.

Independent Remuneration Panel 2018/19

Determination 44: Community Councils in Groups A and B must make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

Council acknowledged this determination.

Moved. Clerk to prepare a template for Councillors to accept / decline this payment and to circulate with the papers for the June meeting of Council.

Moved. Clerk to explore the definition of Senior Band 1 / 2 roles and to report at the June meeting of Council.

Determination 47: Community Councils in Groups B or C are authorised to make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses if that is claimed.

Council acknowledged this determination.

Cllr. D. Harse left the room while a discussion on the value of the Chairperson's Allowance for 2018/19 was agreed. Following discussion, Council approved an increase the Chairperson's Allowance from £400.00 to £500.00 per year.

Determination 48: Community Councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per mile per passenger carried on authority business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

Council acknowledged this determination.

Meeting Closed at 19.20