



**CYNGOR CYMUNED
LLANBRADACH & PWLL-Y-PANT
COMMUNITY COUNCIL**

Minutes of the Annual Full Council Meeting held on Monday 9th November 2020 6.15pm via remote access in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations.

Present

Councillors: C. Mann, V Noble, A Reed, D Rees, S. Taviner and C Thomas

Clerk: C Mortimer.

In Attendance: County Councillor R Gough

Retiring Chair Cllr Dave Rees welcomed everyone to the meeting and conducted the first item of business.

1 Elect a Chairperson of the Council

(i) Resolved: Cllr Catherine Thomas was proposed and seconded and unanimously elected as Chair for the ensuing year.

(ii) Chair Cllr Catherine Thomas signed an Acceptance of Office.

Newly elected Chair Cllr Catherine Thomas took to chairing the rest of the meeting and thanked her fellow members for electing her as Chair.

2 Elect a Vice-Chairperson of the Council

(i) Resolved: Cllr Ann Reed was proposed and seconded and appointed as Vice Chair for the ensuing year.

(ii) Cllr Ann Reed signed an Acceptance of Office.

3 Retiring Chairman's Comments

Cllr Dave Rees thanked all members for their contribution and support during a particularly difficult year. He had enjoyed presenting awards to community champions within the community at last year's pantomime, judging the festive windows and light displays and more recently the garden competition.

Chair Cllr Catherine Thomas thanked Cllr Dave Rees for agreeing to extend his term of office during a difficult time and for his commitment and contribution to the Community Council over the past 18 months.

4 Apologies – were received from Cllr Wally Good who would remain absent until physical meetings were to safely resume and Cllr Adrian Stone due to other commitments.

5 Declarations of Interest

Councillors were reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and Clerk.

There were no declarations of interest.

6 Minutes

Members noted the Minutes of the Annual Meeting that was held on 13th May 2019, and that were duly approved and signed as an accurate record at an Ordinary Council meeting held on 17th June 2019.

7 Documents & Policies for 2020/21

Council received, note and resolved to adopt the following policies and documents for the ensuing year.

- A. Standing Orders
- B. Llanbradach & Pwllypant Community Council Policy Document
- C. Financial Regulations & Amendments
- D. Asset Register
- E. Risk Management

8. Appointment of Internal Auditor

RESOLVED: Council agreed the appointment of CIPFA qualified Accountant, Mr Michael Fisher, to undertake our audit for 2020/21.

9. Appointment of Representatives to Outside Bodies

Council agreed the nominations on the following outside bodies:

- Community & Town Council's Liaison Committee (C&TCLC)
RESOLVED: Cllr Ann Reed and Clerk (meet 3 times per year)
- Caerphilly County Borough Council (CCBC) & Community/Town Council's Joint Liaison Committee
RESOLVED: Cllr Ann Reed and Clerk (meet 3 times per year)
- One Voice Wales
They meet once a year (March) in Builth for the Innovation Awards & Workshops. Conference and AGM, which are held once a year (same day, end of September/October)
RESOLVED: Cllr Colin Mann and Cllr Dave Rees in reserve.
- One Voice Wales – RCT/Merthyr/Caerphilly Area Committee (meet quarterly locally)
RESOLVED: Cllr Colin Mann and Cllr Catherine Thomas and Clerk
- Minor Authority Representative on the Board of Governors:
Coed y Brain Primary School – Cllr Valerie Noble (until July 2023)
Cwm Glas Infants – Cllr Dave Rees (until July 2021)

Vacancy at Ysgol Gynradd Gymraeg y Castell

RESOLVED: Council agreed to Cllr Val Noble's nomination as Minor Authority Representative on the Board of Governors at Ysgol Gynradd Gymraeg y Castell

- Llanbradach Community Centre Management Committee
RESOLVED: Council agreed to the nomination of Cllr Catherine Thomas as our representative on the Community Centre Management Committee

10. Cycle of Meetings for 2020/21

RESOLVED: Council agreed the cycle of meetings for the ensuing year:

MEETING TYPE	DATE
Ordinary Full Council	14 th December 2020
Ordinary Full Council	11 th January 2021
Ordinary Full Council	8 th February 2021
Ordinary Full Council	8 th March 2021
Ordinary Full Council	12 th April 2021
ANNUAL Council Meeting	10 th May 2021
Ordinary Full Council	10 th May 2021

Meeting closed at 6.35pm

Signed: _____ Chair Date: 14th December 2020