



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

Minutes of the Annual Full Council Meeting held on Thursday 20th May 2021 6.15pm at Llanbradach Community Centre

Present

Councillors: N Cabble, W Good, V Noble, A Reed, A Stone, S. Taviner and C Thomas

Clerk: C Mortimer.

In Attendance: County Councillor R Gough

Retiring Chairperson Cllr Catherine Thomas chaired the first item of business

1 Elect a Chairperson of the Council

(i) Elect a Chairperson for the ensuing year

RESOLVED: Members proposed, seconded and unanimously elected Cllr Ann Reed as Chair

(ii) New Chair Cllr Anne Reed signed the Declaration of Acceptance of Office in the presence of the Clerk/Proper Officer

Newly elected Chair Cllr Ann Reed took to chairing the meeting

2 Elect a Vice-Chairperson of the Council

(i) Appoint a Vice Chairperson for the ensuing year.

RESOLVED: Members proposed, seconded and unanimously elected Cllr Valerie Noble as Vice Chair

(ii) Vice Chairperson signed the Declaration of Acceptance of Office in the presence of the Clerk/Proper Officer

3 Retiring Chairman's Comments

Retired Chair Cllr Catherine Thomas announced that despite the pandemic and her term of office being shorter than normal, she had great pleasure in continuing to judge the Christmas lighting displays and Easter window competition. Recipients of vouchers and eggs were delighted to receive their unexpected gifts. This year was ever more important to create community spirit and to raise a smile on peoples faces.

Presenting a cheque to Llamau and learning of their good was also an enjoyable experience. Cllr Catherine Thomas thanked members and wished the newly elected Chair all the very best for the year.

4 Apologies

Apologies were received from Cllr Colin Mann due to other work commitments and Cllr Dave Rees 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 received.

Chair Cllr Ann Reed warmly welcomed Cllr Norma Cabble to the Community Council

6 Welcome to new member

Cllr Norma Cabble had signed her declaration of Acceptance of Office in the presence of the Clerk/Proper Officer prior to the meeting starting and received a Members Pack.

7 Minutes

Minutes of the Annual Meeting that was held on 9th November 2020 (remotely) were received, approved and signed as an accurate record.

8 Documents & Policies for 2021/22

RESOLVED: Council received, noted and adopted the following policies and documents for the ensuing year.

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

Clerk to get signatories, Cllr Ann Reed and Cllr Colin Mann, to sign internet banking forms.

9. Appointment of Internal Auditor

RESOLVED: Council considered and approved the appointment of CIPFA qualified Accountant, Mr Michael Fisher, to undertake our audit for 2021/22.

10. Appointment of Representatives to Outside Bodies

RESOLVED: Council approved the nominations received on the outside bodies:

- Community & Town Council's Liaison Committee (C&TCLC)
Cllr Ann Reed and Clerk to continue (meet 3 times per year)
- Caerphilly County Borough Council (CCBC) & Community/Town Council's Joint Liaison Committee
Cllr Ann Reed and Clerk to continue (meet 3 times per year)
- One Voice Wales
Cllr Colin Mann and Cllr Dave Rees in reserve to continue if both in agreement.
- One Voice Wales – RCT/Merthyr/Caerphilly Area Committee (meet quarterly)
Cllr Colin Mann, Cllr Catherine Thomas and Clerk to continue.
- 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) - deferred for another meeting
Ysgol Gynradd Gymraeg y Castell – Cllr Val Noble (until 2023)
- Llanbradach Community Centre Management Committees
Cllr Catherine Thomas to continue as the Community Council's representative.
- Llanbradach & Pwllpant Partnership – deferred for another meeting

11. Cycle of Meetings for 2021/22

RESOLVED: Members approved the cycle of meetings for the ensuing year but accepted that they may be subject to change due to Covid restrictions and regulations :

| MEETING TYPE | DATE |
|-----------------------|---|
| Ordinary Full Council | Thursday 17 th June 2021 – Community Centre Large hall |
| Ordinary Full Council | Thursday 15 th July 2021 – Community Centre Large hall |
| RECESS | AUGUST |
| Ordinary Full Council | Monday 13 th September 2021 – smaller room |
| Ordinary Full Council | Monday 11 th October 2021 |
| Ordinary Full Council | Monday 8 th November 2021 |
| Ordinary Full Council | Monday 13 th December 2021 |
| Ordinary Full Council | Monday 10 th January 2022 |
| Ordinary Full Council | Monday 14 th February 2022 |
| Ordinary Full Council | Monday 14 th March 2022 |
| Ordinary Full Council | Monday 11 th April 2022 |
| ANNUAL MEETING | Monday 9 th or Thursday 12 th May 2022 (Local elections 5 th) |

Meeting closed at 7.00 pm

Signed: _____ Chair Date: 17th June 2021