

TREFNANT COMMUNITY COUNCIL

Minutes of the Annual General Meeting held on Wednesday 17th May 2017 in Trefnant Bowling Club. (Min. Ref. AGM17)

Present

Mr. A. Griffith, Mrs. A. Maguire, Mr. M. Davies,
Mrs. S. Jones, Mr. W. Moran, Mr. W. Kirkby,
Mr. P. Hughes, Mr. R. Salvador.

1. Elected Members acceptance of office.

AGM17/01 All the elected Members signed the Declaration of Acceptance of Office forms and submitted Members' Interest forms to the Clerk.

2. Apologies for Absence

None.

3. Election of Chairman

AGM17/02 Nomination: Mr. A. Griffith.

It was proposed by Mr. W. Moran and seconded by Mr. S. Evans that Mr. A. Griffith be elected as Chairman. This was agreed by all present and accepted by Mr. Griffith.

4. Election of Vice Chairman

AGM17/03 Nomination: Mr. W.A.D. Kirkby.

It was proposed by Mr. A. Griffith and seconded by Mrs. S. Jones that Mr. Kirkby be elected as Vice Chairman. This was agreed by all present and accepted by Mr. Kirkby.

5. Election of representatives on various committees

AGM17/04 Village Hall Committee

It was proposed that Mr. P. Hughes represent the Community Council on the Village Hall Committee. This was agreed by all present.

AGM17/05 Henllan Parochial Charity

Mr. R. Salvador is still within his term of office as Trustee.

6. Minutes of last AGM

AGM17/06 It was proposed by Mr. W. Moran and seconded by Mrs. A. Maguire that the minutes of the last A.G.M. held on 18th May 2016 be accepted as a correct record.

7. 2016/17 Chairmans Report

AGM17/07 Mr. Griffith submitted the following report.

Thank you to all Members for giving up your time to attend meetings and supporting the local community. Everyone has many demands on their time these days and I personally would like to thank you all for your input because no one else does. Although more often than it appears not much

goes on in our sleepy village, the role of Community Council Members is a vital one and I have been proud to chair a sensible collection of people who have offered to stick their head above the parapet.

The great sadness of the year was the sudden loss of our friend and vice chair David Dudley whose warmth and humour is greatly missed. In his place we have two new members in Peter Hughes and Glen Cavill and we welcome their input.

As ever our greatest thanks goes to Alison without whose long suffering support and guidance, I have no doubt we would all drown in the quagmire of bureaucracy piled on us by Cardiff.

I sincerely hope that we will continue to support the village in any way that we can in a cost-effective manner.

8. Internal Audit

AGM17/08 Mr. J. Roberts the Internal Auditor has completed a detailed report on the 2017 Annual Return. He reported that all relevant procedures and controls were complied with. No issues or risk areas were identified that require further action to be taken.

AGM17/09 Due to Mr. Roberts qualifications and experience of audit it was agreed by Members that he is a suitable person to carry out the internal audit of the Community Council records and will be retained as the Internal Auditor. The review undertaken by Mr. Roberts is thorough and in compliance with the needs of the Community Council and any Accounts & Audit Regulations and is therefore deemed to be effective.

9. 2016/17 Annual Accounts & 2017 Annual Return

AGM17/10 The Clerk presented the Receipts and Payments account, the year end Bank Reconciliation and explanations of variance to the Council. The Accounts were reviewed and confirmed to the figures entered on the 2017 Annual Return. It was confirmed that all the statements on the Annual Governance Statement could be agreed as being met. It was proposed by Mr. Griffith and seconded by Mr. W. Moran and agreed by all present that the Statement of Accounts and the 2017 Annual Return be approved.

10. Investment Strategy 2017/18

AGM17/11 It was agreed that the Community Council sets budgets only for expected expenditure together with reserves for election costs and a contingency fund. The Council therefore does not anticipate having excess funds to invest during the

2017/18 financial year. The Investment Strategy was approved by all present.

11. Review of Financial Regulations and Standing Orders.

AGM17/12 The existing Standing Orders were reviewed and it was agreed by all present to approve them without amendment.

AGM17/13 The Financial Regulations were reviewed. It was agreed by all present to approve the Financial Regulations without amendment.

12. Review of 2017/18 Internal Controls

AGM17/14 The Internal Controls were reviewed. It was agreed by all present that they were adequate and considered as effective.

13. Risk Assessment Policy 2017/18

AGM17/15 The Risk Assessment and Management schedule was reviewed. It was agreed by all present that the policy be approved. It was agreed that the Insurance schedule was adequate to cover the Risks identified.

14. Asset Register review

AGM17/16 The Asset Register was reviewed and approved. Assets on the Register are valued at cost.

Meeting closed at 7.53 p.m.