

Cyngor Cymuned
Llanddowror & Llanmiloe
Community Council



**Minutes of the annual meeting of Llanddowror and Llanmiloe Community Council
Held in the various locations via Zoom, Monday 10th May 2021.**

Present: Cllrs Terence Langdon, Sandra Hewens, David Howells, Chris Holt, Gwyn Owen, Nigel Hodson and County Cllr Jane Tremlett, plus one member of the public.

Apologies. These were received from Cllrs Phill Pickersgill and Catrin Davies, and accepted.

Declarations of personal interests. None were declared.

Address by outgoing Chairman. Cllr Langdon said he had been grateful for the opportunity to be the Chairman of the Council. It had involved more than he had expected, but he was glad that he had undertaken the role and he had learned a lot. He stated that he wished his successor the best for the coming year.

Election and installation of new Chairman. Nominations for the role of Chairman were sought, and after discussion Cllr Hewens was proposed by Cllr Holt, and seconded by Cllr Howells. All expressed their verbal agreement, and so Cllr Hewens was elected as Chairman for the year. She duly signed her declaration of office on screen in the presence of all.

Election and installation of Vice-Chairman. After discussion Cllr Howells agreed to be nominated which was by Cllr Hewens, was seconded by Cllr Holt, and with the agreement of all was elected to the role. He would sign his declaration at the earliest opportunity.

Review of annual accounts for 2020-21; Internal Auditor report; Annual Return governance statements. These had all been previously circulated, and were also each displayed on screen during the discussion. The Council agreed to accept the accounts, and were pleased to note that the Internal auditor report had found no issues. The governance statements were reviewed, and it was agreed the Council had complied with them. It was therefore agreed by all that the Chairman should sign the Annual Return at the earliest opportunity.

Review and re-adoption of existing policies and other governing documents of the Council: Code of Conduct; Standing Orders; Financial Regulation; Financial Risk Assessment; and Policies for Welsh; Complaints; Reserves; Equal Opportunities; Dignity, Bullying and Harassment; Election and Co-option. These were all accepted for another year.

Consideration of Publication Scheme for the Council. A draft version had been previously circulated to all. This was discussed, and the Clerk summarised the legal background. It was agreed by all to adopt the Publication Scheme.

Consideration of dates for future meetings. The Clerk had compiled a list for the coming year which was discussed and accepted. Meetings would be using Zoom, this to be reviewed once restrictions on public meetings were relaxed. The first in-person meeting would be in Llanmiloe Resource Centre because the Chairman was from the South Ward.

There being no further business, the Chairman closed this meeting at 7.30pm.

Signed _____ (Chair) as a true record of the meeting. Date: _____