Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Minutes of the Annual Meeting of Council held Remotely via *Zoom* on Tuesday 10th May 2022 at 6:30pm

Presiding Councillor M Spooner & Councillor Lewis Rees

Present Councillors S Hart, S Atkins, A Melen, D Jones, D Atkins, R Lewis, M Hutchings

Apologies Councillor C Jones

14 DECLARATIONS OF INTEREST

Cllr M Spooner declared an interest in item 11c due to her capacity as Chair of Governors at Rhos Primary School.

15 APPOINTMENT OF CHAIRPERSON

RESOLVED that Councillor L Rees be appointed Chairperson for 2022-23. Councillor L Rees will sign and return the Declaration of Acceptance of the Office of Chairperson to the Clerk as soon as possible.

Cllr M Spooner thanked Cllr L Rees for stepping-in to present planning applications over the past year. Cllrs L Rees and R Lewis thanked Cllr M Spooner for all her work as Chair in 2021-22. Members agreed.

16 APPOINTMENT OF VICE-CHAIRPERSON

RESOLVED that Councillor D Jones be appointed Vice-chairperson for 2022-23. Councillor D Jones will sign and return the Declaration of Acceptance of the Office of Vice-chairperson to the Clerk as soon as possible.

17 APPOINTMENT OF FINANCE AND DEVELOPMENT COMMITTEE

RESOLVED that the Chair, Vice-chair and Councillors A Melen, D Atkins, M Spooner and C Jones be appointed to the Finance and Development Committee for 2022-23.

18 STANDING ORDERS

RESOLVED that the sentence regarding ‘a Chair being nominated in order of seniority’ be taken out. RESOVED that the remainder of the Council’s Standing Orders be adopted.

19 FINANCIAL REGULATIONS

RESOLVED that the Council’s Financial Regulations be adopted.

20 MEMBERS CODE OF CONDUCT

RESOLVED that the Members Code of Conduct be adopted by Council without amendment.

21 REQUESTS FOR FINANCIAL ASSISTANCE

RESOLVED that all requests for financial assistance be considered at the October and April meetings of Council.

22 OPEN FORUMS

RESOLVED that Council to convene two Open Forum meetings during the year, in October and April.

23 AREA COMMITTEE REPRESENTATIVES

a) **Neath Port Talbot Area Committee of One Voice Wales**: RESOLVED that Council be represented by the Chairperson and Vice-chairperson.
b) **Neath Port Talbot County Borough Council / Community Councils Liaison Committee**: RESOLVED that Council be represented by the Chairperson and Vice-chairperson.
c) **School Governing Bodies at Alltwen and Rhos Primary Schools**:
    i) Alltwen Primary: A Melen
    ii) Rhos Primary: M Spooner, S Atkins. S Hart also showed an interest if there is a further vacancy available.

24 MEMBERSHIP OF ORGANISATIONS

RESOLVED that the Council's membership *o*f the Neath Port Talbot Council for Voluntary Services and Campaign for the Protection of Rural Wales be renewed.

25 FINANCIAL REPORT 2021-22

The Clerk presented a Financial Report for the year ending 31 March 2022.

The Clerk presented bank balances for each of the council's accounts. She explained that Council's reserves had increased to £77,034.40. £50,000.00 of this should be allocated to reserves i.e., 6 months running costs. Clerk explained that the remainder of £27,034.40 could be put towards Capital Projects e.g., the major sand-banding works to the playing fields at Rhos Park that will need to be completed this summer. Members were pleased with this. RESOLVED noted.

RESOLVED that the financial report 2021-22 be approved.

26 RISK ASSESSMENT

RESOLVED that page 7 of the Council's Risk Assessment be amended to state 'council facilities' and that the risk totals be checked by Clerk.

RESOLVED that the remainder of the council risk assessment be adopted.

27 MEMBER REMUNERATION

Clerk explained Member Remuneration to new Members of council.

RESOLVED that –

- The Clerk prepare 'opt out' forms regarding Member Payments of £150 and liaise with all Members on their personal decisions accordingly.
- A Chairperson's allowance in the sum of £400.00 be paid in 2022-23 in accordance with current practice. Further RESOLVED that as Cllr M Spooner did not use her Chairperson's allowance last year, that this also may be spent in this financial year.
- Requirements with regards to publication be adhered to and relevant payments be made as soon as practicable in the financial year.

The meeting ended at 7.00 pm.

Signed Dated 07 June 2022