

**Abbeycwmhir Community Council Annual Meeting**  
**16<sup>th</sup> May 2024**

The Annual Meeting of Cyngor Cymuned Abbeycwmhir Community Council held at the Phillips Hall.

**Present :** John Jones, (Chairman). Brian Rees, Julie Evans, , David Jones. Gareth Rees, Edwin Powell.

1. Apologies for absence: Diane Powell had advised that she would be late (arrived 7.35) Cllr C

**Welcome by the Outgoing Chairman:** JJ thanked everyone for attending and opened the meeting at 7.10 pm. Clerk apologised for mis-numbering agenda items 2 and 3, it was agreed to minute these as follow

**2. Appointment of Officers:**

- (a) Chairman (b) Vice-Chairman: All appointments are until May 2025.
- (a) Chairman: B Rees (next in order of standing) was proposed (GR/DJ) and accepted the office .
- (b) Vice-Chairman: D Powell (next in order of standing) (JJ/JE)
- Appointment of representatives to outside organisations: Cllr Brian Rees agreed to continue as the representative on both the Rhayader Market Hall and Smithfield (GR/DJ) Trust and the Garn Fach Windfarm Community Liaison Group (GR/DJ). This was accepted with thanks by all members.

**Declaration of Office by Chairman and Vice Chairman:** The Chairman signed declarations of Office. Witnessed by the Clerk. Members Acceptance of the code of conduct: Members acknowledged their continued acceptance of the code of conduct.

3. **Matters of Interest** on Agenda as per Code of Conduct – None declared.

4. **Minutes of the previous AGM** held on 18<sup>th</sup> May2023 (reviewed and signed July 2023 ref 0723/30) were further reviewed with no amendments. They were also reviewed for any matters arising. (DJ/JE)

5. **Matters arising from Minutes of AGM held in 2023** none raised.

6. **Outgoing Chairman's Report:** Cllr JJ briefly noted the work that had been undertaken during the year, including dealing with planning and highway issues (thanking Councillor DJ for taking a lead to engage with PCC regarding the poor road conditions) and on a lighter note preparing for the Coronation. He thanked all members for working with others in the community to arrange an enjoyable community event for the Coronation. He noted that the community continued to be a positive and supportive place where neighbours looked out for each other, commenting that this local resilience was to be admired and nurtured as so many outside services were in decline and that rural areas were easily overlooked. He concluded by thanking his fellow Councillors and the Clerk for their support to him during his time as Chairman and gave best wishes to Cllr Brian Rees for the coming year

Councillor Rees accepted his good wishes and took the Chair. He thanked members for their anticipated future support and looked forward to the forthcoming year in office.

(Cllr DP arrived at 7.30 and apologised for lateness. She accepted the nomination as Vice Chairman and signed a declaration of office which was witnessed by the Clerk)

7. **The review and adoption of Community Council documents:** Previously circulated (to review annually at AGM):
  - Standing Orders: the updated Model Standing Orders (2023) reviewed and adopted in November 2023 were adopted again in full with no revisions. (DJ/DP)
  - Financial Regulations: The NALC Model Financial Regulations as adopted in 2023 were again adopted in full with no further amendments. (GR/DP)
  - Risk Assessment: this had been reviewed and updated. The risk assessment was agreed. (JE/DP)
  - Asset Register: It was noted that this was an item of ongoing review throughout the year. Agreed (GR/DP). BR noted to discuss at a future meeting the potential receipt of additional defibrillators.
  - Opt-out of Councillor Allowance Claim 2024-25: The payment of allowances was discussed. It was noted that **Making Payments to Members** had been circulated for information. The Clerk reminded members that a council can adopt any, or all, of the non-mandated determinations (set out in table 9 of the IRP report. **No** allowances were agreed other than those that were statutory, care cost regulations were noted. Members agreeing to opt-out of claiming the standard allowance during 2024-25 signed opt out forms and return these to the Clerk. It was also noted that no payments had been made to any members during 2023-24
8. **Financial Report:** copies of the 2023-24 end of year financial report were discussed. Income, expenses, S 137 donations were discussed and end of year bank balances stated. It was noted that these figures would be submitted as part of the External Audit. JJ Proposed that the accounts were accepted (DJ second). Proposal resolved.
9. **Acceptance & Signing of Audit Return by the Chairman.** The Internal Audit had been completed – the Internal Auditors Report was discussed and the notes and recommendations accepted to be addressed as required. The Audit Return financial report figures were explained, and the Governance Statement was discussed and completed line by line. The AGAR was agreed by all then signed by the Chairman.
10. **Signatories List and Clerk's authorisation on Bank Account:** it was agreed to re-apply for accounts with Lloyds Bank and transfer the balances held at HSBC when these were opened.
11. **Insurance:** The Current Insurance continues to provide an indemnity guarantee and appropriate insurance cover. However other quotes had been sought and the standard policy provided for small Community Councils by Zurich Insurance offered a significantly lower premium. It was advised that insurance was due on 1<sup>st</sup> June 2024 it was agreed that Zurich Ins be appointed, that the Clerk with the Chairman agree any adjustments made to the premium (when the assets schedule was discussed with the insurers) and be paid according. Agreed payment by internet banking. (JE/DP).
12. **Salary of the Clerk/RFO:** Clerks salary to be reviewed at precept setting (JE/GR)
13. **Dates and times of meetings for the ensuing year:** the following dates were agreed to be set.

Date	Meeting	Time	Key Agenda Items
15 August 2024	Ordinary	8pm	Budget Review.
15 Nov 2024	Ordinary	8pm	Review 2024 Budget and consider 2025-26 Budget and Precept
20 Feb 2025	Ordinary	8pm	Budget review. Appoint Internal Auditor
15 May 2025	AGM & Ordinary	7.30 pm	Approve 2024-25 Accounts
<i>Ad hoc meetings may be set between these dates as Council business dictates. Councillors will be notified as necessary.</i>			

14. BR closed the meeting at 8.15 pm