

# **Llantrisant Fawr Community Council**

## **Incorporating the wards of Llantrisant, Llanllowell, Gwernesney, Llangwm and Llansoy**

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### **Minutes of the Annual General Meeting of Llantrisant Fawr Community Council held at Llangwm Parish Hall on Tuesday 21 May 2024 at 7.00pm**

1. **Present:** Cllr. Glyn Williams, (Chairman) Cllr. David Williams, (Vice Chairman) Cllr. Bob Trigg, Cllr. James Hawkins, Cllr. Malcolm Hatfield, Cllr. Gwynfor Gardiner, Mrs. Jayne Stoodley (Clerk).
2. **Apologies for Absence:** Cllr. John Watkins, Cllr Steve Jolliffe, Cty Cllr Rachel Buckler.
3. **Minutes of AGM held on 16 May 2023: AGREED.**
4. **Chairman's Remarks:** Cllr. Glyn Williams said he had enjoyed the role of chair and thanked everyone for their support. He thanked the clerk for the work she had done throughout the year and the Councillors for their valued input and helping with the Community. He also praised both County Councillors for their help in resolving and moving issues forward.
5. **Election of Chair:** Cllr Glyn Williams called for nominations for the Chair for 2024/25. He proposed Cllr David Williams, which was seconded by Cllr. Trigg. **AGREED.** Cllr. David Williams accepted the position and took the Chair.
6. **Election of Vice-Chair:** Cllr. David Williams proposed Cllr Gwynfor Gardiner, which was seconded by Cllr. Glyn Williams. **AGREED.** Cllr. Gardiner be elected Vice-Chair.
7. **Review of:**
  - a) **Code of Conduct (2021):** Received and reviewed by Councillors. Proposed by Cllr David Williams and **ADOPTED.**
  - b) **Standing Orders (2022):** Received and reviewed by Councillors. Proposed by Cllr David Williams and **ADOPTED.**
  - c) **Financial Regulations (2022/23):** Received and reviewed by Councillors. Proposed by Cllr. David Williams and **ADOPTED.**
  - d) **Annual Governance Statement:** Received and reviewed by Councillors. Proposed by Cllr. David Williams and **AGREED.**
8. **Annual Review of Risk Assessment:**

The current Llantrisant Fawr Council Risk Assessment was reviewed by Councillors and **AGREED.**

Cllr Hawkins advised the Council should always be aware of other risks needing to be added. He said before any Community Action Exercise is undertaken; a specific Risk Assessment should be held prior to the event.
9. **Annual Accounts 2023/2024:** The year-end financial report for 2023/2024 was accepted and **AGREED.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

10. **Review of Bank Account Signatories: AGREED** to retain the current four signatories (Cllr John Watkins, Cllr Glyn Williams, Cllr James Hawkins and Cllr Malcolm Hatfield) and review in twelve months.

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

Signed \_\_\_\_\_

Date \_\_\_\_\_