

RHYMNEY COMMUNITY COUNCIL

Minutes of the Annual General Meeting held on Thursday 30th May 2022 at 6pm.

Present

Cllr. M. L. Thomas (Chairperson) Cllr. D. Harse
Cllr. J. E. Hughes Cllr. L. Dykes
Cllr. L. Gronow Cllr. C. Cuss
Cllr. H. Williams Cllr. L. Harrison
Cllr. M. Powell

Apologies

Cllr. D. Bradley Cllr. G. Oliver
Cllr. D. T. Williams

In Attendance

Mr. G. O. Williams Clerk

Apologies

Apologies for absence were received from Cllr. D. Bradley, Cllr. G. Oliver, and Cllr. D. T. Williams

Declaration of Interest

There were no declarations of interest received by members. Elected members present at the meeting completed and returned their 'Members Interest Stencils' for retention by the Clerk. Members also signed their Declaration of Acceptance of Office.

Appointment of Chairperson for the Ensuring Year

Cllr. M. L. Thomas was proposed, seconded and unanimously accepted as Chairperson for the ensuring year.

On handover, Cllr. H. Williams thanked Council and the Clerk for their support during exceptional circumstances. Cllr. D. Harse thanked Cllr. H. Williams for her service during this period.

Cllr. M. L. Thomas thanked Council for her appointment as Chair for the ensuring year.

Appointment of Vice-Chairperson for the Ensuring Year

Cllr. C. Cuss was proposed, seconded and unanimously accepted as Vice-Chairperson for the ensuring year.

Appointment of Leader of Council for the Ensuring Year

Cllr. D. Harse was proposed, seconded and unanimously accepted as Leader for the ensuring year.

Appointment of Deputy Leader of Council for the Ensuring Year

Cllr. J. E. Hughes was proposed, seconded and unanimously accepted as Deputy Leader for the ensuring year.

To consider the appointment of Representatives on the following Committees.

- a. Caerphilly C.B.C & Community Council Liaison Sub-committee
Proposed and Seconded Cllr. D. T. Williams. 1 Plus the Clerk
- b. Community & Town Council Liaison Committee
Proposed and Seconded Cllr D. T. Williams & Cllr. H. Williams. 2 plus the Clerk

To consider Council's ex-officio representatives to.

- a. Rhymney Day Centre Management Committee
Proposed and Seconded Cllr L. Dykes 1
- b. St David's Hall Management Committee
Proposed and Seconded Cllr L. Dykes 1
- c. Abertysswg Community Centre
Proposed and Seconded Mrs. L. Gronow 1
- d. Ael-y-Bryn Community Centre
Proposed and Seconded Cllr. J. Hughes 1

To agree Council's Cheque Signatories for 2022/23

It was proposed and seconded that Council retain existing signatories:

- Cllr. D. Harse
- Cllr. H. Williams
- Cllr. M. L. Thomas

To consider the appointment of Council's Internal Auditor for 2022/23

It was proposed and seconded that Council reappoint the current post holder – Mrs Julie Richards.

Moved. Clerk to issue letter and terms of appointment.

Community Council Budget & Financial Reconciliation

The Clerk shared with Council a copy of Council's Budget for 2022/23

Following discussion, it was agreed that Council work within the following values. It was also agreed that the Clerk report quarterly against these indicative budget lines, highlighting where significant under / over spend in likely.

Moved. It was agreed the budget be revised to reflect the following additions.

Draft Budget 2022/23

Income		Expenditure		
		Type	Lower Estimate	Upper Estimate
C/F 31/03/2022	£25,117.87	Clerk's Salary & On Costs	£14,500.00	£15,500.00
Precept	£35,000.00	Chairperson Allowance	£00,500.00	£00,500.00
VAT refund 2021-22	£01,615.30	Councillor Expenses (15 @ £1,500.00)	£02,250.00	£02,250.00

Grant (Prospective)*	£02,000.00	Banking Charges	£00,150.00	£00,150.00
		Summer Scheme	£06,000.00	£06,000.00
		Telephone & Broadband	£00,400.00	£00,400.00
		BT Meet Me Virtual Meeting	£00,000.00	£00,500.00* Equipment
		Room Hire & Storage	£00,600.00	£00,600.00
		Insurance	£00,575.00	£00,575.00
		Postage	£00,200.00	£00,200.00
		Stationery	£00,250.00	£00,250.00
		SLCC Membership	£00,166.00	£00,166.00
		ICO Membership	£00,040.00	£00,040.00
		Website	£00,200.00	£00,200.00
		Section 137 Grants	£05,000.00	£05,000.00
		Halloween Events	£00,100.00	£00,100.00
		Town & Community Council Membership	£00,100.00	£00,200.00
		Christmas Events	£01,500.00	£02,500.00
		Christmas Lighting	£09,000.00	£09,000.00
		Christmas Electricity	£00,100.00	£00,150.00
		Audit	£00,500.00	£00,500.00
		RBL Wreaths	£00,075.00	£00,100.00
		Defib Electricity (4x £25.00)	£00,100.00	£00,100.00
		Election (Recharge)	£00,000.00	£04,000.00
		Queens Jubilee	£00,000.00	£02,500.00
Total	£63,733.17	Total	£42,306.00	£51,481.00
Projected Balance Year ending 31.03.2023			£21,427.17	£12,252.17

Community Council Financial Position Year Ending 31st March 2022

The Clerk provided Council with a high-level overview of the financial position for the year ending 31st March 2022. Within his report, the Clerk advised Council that he projected a carry forward amount of £25,117.87. The Clerk advised Council on a number of cheques yet to be brought to account.

Moved. Clerk to resolve by speaking to payment recipient to clarify the reason payment has not been cashed, and to coordinate the banking, cancelling and/or reissue where appropriate.

Section 19/137 Grant Aid Awards 2022/23

Following discussion, it was agreed the following values be retained for 2022/23

- £300.00 Schools (5)

- £200.00 Mayors Appeal
- £100.00 Local Groups (which include Children) i.e. Brownies / Guides
- £075.00 Local Groups (excluding Children). i.e. Community Centres
- £050.00 Out of Area / National Charities (as agreed by Council).

Independent Remuneration Panel Recommendations 2022/23

The following determinations were approved / accepted by Council.

Determination Number	Is a decision required by council?
44 All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses	Accepted as required.
45 Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Not applicable.
46 Community and Town councils can make payments to each of their members in respect of travel costs	Approved for Council/Councillor agreed attendance to named meetings as determined by Council.
47 If a Community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.	Approved for Council/Councillor agreed overnight attendance to named meetings as determined by Council. To include the potential for a subsistence payment as appropriate.
48 Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.	Accepted as required, although acknowledged as unlikely.
49 Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30.	Not accepted by Council.
50 Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500.	Approved for payment of £500.00 to the Chair of Council to undertake / recompense for commitments of the Chair.
51 Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.	Not accepted by Council.

Governing Body Vacancies

The Clerk confirmed that there were no available vacancies for consideration / fulfilment.

Community Council Audit 2022/22

The Clerk completed statements one to eight, from section 2 – Statement of Assurance of the Local Councils in Wales Annual Return for the year ended 31st March 2022 and populated the boxes with accurate and appropriate responses. The Clerk also updated Council on the carry forward position and expenditure from 2021/22 yet to be invoiced. he Clerk also advised that Mrs Julie Richards (Internal Auditor) had completed her audit and populated the boxes with accurate and appropriate responses.

The form was subsequently signed and dated by the appropriate Officers.
Moved / Clerk to forward necessary documentation for external audit as appropriate.
Moved / Payment of Internal Audit.

Special Item/s

Summer Scheme 2022

The Clerk provided an update on the latest developments, advising that there were still a number of loose ends / factors to be determined. It was agreed that Council appoint Sport Caerphilly to deliver its provision this summer.
Moved. Clerk to confirm with Sport Caerphilly and to report progress at the next meeting of Council

Meeting Closed at 7pm.