

CYNGOR CYMUNED GWAUN CAE GURWEN
GWAUN CAE GURWEN COMMUNITY COUNCIL

Mr Lyn Llewellyn

Clerk /RFO to the Council

Telephone -

Office 01269 826580 (Tue Wed & Thur)

Mobile: 07582 535617

E-mail –

Clerkgcgcc@yahoo.com

Council Offices

Cwmgors Community Centre

Cemetery Road

Cwmgors

SA18 1PS

3rd October 2020

Dear Councillor,

I summon you to a virtual Annual Meeting followed by an Ordinary Meeting of the Council which will be held via Google Zoom at 6.30pm, on Tuesday the 13th October 2020.

Members of the public who wish to join the meeting should please get in touch with Ffion Lewis via e-mail on assistantclerkcgccffl@outlook.com to obtain the joining details..

Yours sincerely,



V L Llewellyn

Clerk/RFO

AGENDA

Annual Meeting

1. Apologies for absence
2. Declarations of Interest
3. Election of Council Chairperson for 2020/21 – Standing Order (5)e.
4. Election of Council Vice Chairperson for 2020/21 – Standing Order (5)e.
5. Confirmation of the accuracy of the enclosed minutes of the 2019 Annual meeting of Council - Standing Order (5)j.ii)
6. Receipts of the minutes of the last meeting of a committee – Standing Order (5)j.iii

Continued

7. Consideration of the recommendations made by a committee – Standing Order (5) j.iv
 8. Review of delegation arrangements to committees, sub-committees, staff and other local authorities – Standing Order (5)j.v
 9. Review of terms of reference for committees – Standing Order (5)j.vi
 10. Appointment of members to existing committees – Standing Order (5) j.vii
 11. Appointment of any new committees in accordance with standing order 4 – Standing Order (5) j.viii
 12. Review and adoption of appropriate standing orders and financial regulations – Standing Order (5)j.ix
 13. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities – Standing Order (5)j.x
 14. Review of representation on or work with external bodies and arrangements for reporting back – Standing Order (5)j. xi
 15. Review of inventory of land and assets including buildings and office equipment – Standing Order (5)j.xii
 16. Confirmation of arrangements for insurance cover in respect of all insured risks – Standing Order (5)j.xiii
 17. Review of council's and/or staff subscriptions to other bodies – Standing Order (5)j.xiv
 18. Review of council's complaints procedure – Standing Order (5)j.xv
 19. Review of council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 – Standing Order (5)j.xvi
 20. Review of the council's policy for dealing with the press/media – Standing Order (5)j.xvii
 21. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council – Standing Order (5)j.xviii
 22. Appointment of Internal Auditor
-

AGENDA
Ordinary Meeting

1. Apologies for absence.
2. Declarations of personal interests.
3. Minutes of the last meeting
4. To approve and sign the Annual Audit Return
5. To receive the budget monitoring report for the year 2019/20.
6. To approve the Schedule of Accounts for payment

7. To receive the Clerk's notice of termination of employment on the 31st October, 2020 – copies already forwarded to members.
8. Bank Mandate

.....