



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD AT LITCHARD PRIMARY SCHOOL AND VIA ZOOM ON THURSDAY 11TH MAY 2023 AT 6.30 PM

Present: Councillor A Wathan (Chair with the exception of item 3 to elect a Chair for 2023/24)

Councillors:

D Brown
S Charles*
Y Walton-Davies (from 6.40 pm)
L Lewis
L Richards
A Williams*
J Williams
M Williams*

Apologies: Councillors S Bletsoe, L Jeffreys and D Wingar

No Apologies: Councillor A Hughes

Also Present: Mrs A C Harris, Clerk & RFO

1/23-24.APOLOGIES FOR ABSENCE

As above.

2/23-24.DECLARATIONS OF INTEREST

No declarations of interest in items on the agenda. There were no new interests declared for 2023/24.

3/23-24.TO APPOINT A CHAIR FOR THE YEAR 2023/2024

Councillor M Williams chaired this item of the meeting.

RESOLVED: Councillor Alan Wathan was nominated and unanimously re-elected Chair of Council and continued chairing the meeting from this point. A Declaration of Acceptance of Office form was signed.

4/23-24.TO APPOINT A VICE-CHAIR FOR THE YEAR 2023/2024

RESOLVED: Councillor Martin Williams was nominated and unanimously re-elected Vice-Chair of Council. As Councillor Williams attended the meeting remotely, the Clerk would arrange for him to sign a Declaration of Acceptance of Office form following the meeting.

5/23-24.MINUTES OF THE LAST ANNUAL MEETING OF COUNCIL

RESOLVED: That the minutes of the Annual Meeting of Council held in May 2022, be noted as an aide memoire as they were approved and signed in 2022.

6/23-24. TO DETERMINE A TIMETABLE OF MEETINGS 2023/24

The Clerk had distributed a list of meetings for the year.

RESOLVED: It was unanimously agreed that the council meetings would remain on the 2nd Thursday of the month and start at 7.00 pm

7/23-24. TO APPOINT COMMITTEES AND AGREE THEIR TERMS OF REFERENCE

The Clerk had circulated the Terms of Reference in advance of the meeting and these were approved and accepted.

RESOLVED:

- The Allotment Appeals Committee would be made up as follows:
 - Councillor Darren Brown
 - Councillor Lynda Jeffreys
 - Councillor Lisa Lewis
 - Councillor Luke Richards
 - Councillor Alan Wathan (Chair of Committee)

- The Finance & Resources Committee would be made up as follows:
 - Councillor Lynda Jeffreys
 - Councillor Lisa Lewis
 - Councillor David Wingar
 - Councillor Alan Wathan
 - Councillor Martin Williams (Committee Chair)

- The Community Access Plan Working Group would be made up as follows:
 - Councillor Darren Brown
 - Councillor Yvonne Walton-Davies
 - Councillor John Williams
 - Councillor Alan Wathan
 - Councillor Martin Williams (Chair of Group)

- The Staff & Disciplinary Committees would be made up as follows:
 - Councillor Steve Bletsoe
 - Councillor Alison Hughes
 - Councillor Luke Richards
 - Councillor Amanda Williams
 - Councillor Alan Wathan (Chair of Committee)

- The Asset Transfer Working Group would be made up as follows:
 - Councillor Lisa Lewis
 - Councillor David Wingar
 - Councillor Amanda Williams
 - Councillor Martin Williams
 - Councillor Alan Wathan (Chair of Committee)

8/23-24. TO APPOINT REPRESENTATIVES TO REPRESENT THE COUNCIL

RESOLVED: It was unanimously agreed to the following:

- BCBC T&CC Forum - Councillor Lisa Lewis (Councillor Lynda Jeffreys reserve)
- School Community Governors - Councillor Alison Hughes (Coety Primary) Litchard Primary Yvonne Walton-Davies
- Coity Wallia Conservators - Councillor Lisa Lewis
- One Voice Wales Area Committee - Councillor Lynda Jeffreys
- One Voice Wales Larger and Annual Meetings, plus Conferences - Chair or Vice-Chair (Councillor Yvonne Walton-Davies as a substitute for the One Voice Wales meetings.)

9/23-24. TO ACCEPT THE 2023/24 ALLOWANCES FOR THE CHAIR, VICE-CHAIR, COMMITTEE CHAIRS AS AGREED AT THE DECEMBER 2022 PRECEPT MEETING

RESOLVED: The allowances were noted, agreed and approved.

10/23-24. TO NOTE THE INTERNAL AUDITOR FOR 2022/23 AS AGREED AT THE MAY 2022 ANNUAL MEETING AND TO AGREE THE INTERNAL AUDITOR FOR 2023/2024

RESOLVED: It was unanimously agreed that Ridewood Associates would remain the Internal Auditor for the Community Council Audit for 2022/23.

11/23-24. TO NOTE THE INTERNAL AUDITOR FOR 2021/2022 AND AGREE THE INTERNAL AUDITOR FOR 2022/2023

RESOLVED: The Internal Auditor for 2021/2022 was noted as Ridgewood Associates. It was agreed that Ridgewood Associates would remain the Council's auditor for the 2022/23 Internal Audit.

12/23-24. TO AGREE THE COUNCIL'S SOLICITOR FOR 2023/2024

RESOLVED: It was agreed that the Clerk would make approaches to local solicitors to make a recommendation to full council.

13/22-23. CODE OF CONDUCT

RESOLVED: All Councillors agreed to adopt the Code of Conduct.

The meeting closed at 6.57 pm