



# COITY HIGHER COMMUNITY COUNCIL

Chair: Councillor Alan Wathan  
Vice-Chair: Councillor Martin Williams

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5<sup>th</sup> May 2024

To: All Coity Higher Community Councillors

You are hereby summoned to attend an Annual Meeting of Coity Higher Community Council to be held on Thursday 9<sup>th</sup> May 2024 at 6.30 pm at Litchard Primary School and via Zoom for the purpose of transacting the following business:

## Agenda Annual Meeting

1. To receive Apologies for Absence
2. To receive Declarations of Interest
3. To appoint a Chair for the year 2024/25
4. To appoint a Vice-Chair for the year 2024/25
5. To receive a copy of the Minutes of the Annual May 2023 Meeting as an aide memoire
6. To determine a timetable of meetings for 2024/25
7. To appoint Committees/Working Groups and agree their terms of reference:
  - Finance & Resources Committee
  - Allotment Appeal Committee
  - Staff and Disciplinary Committees
  - CAP Steering Group
  - Community Asset Transfer Working Group
8. To appoint representatives to the following:
  - BCBC T&CC Forum
  - Coity Wallia Board of Conservators
  - One Voice Wales Area Committee
  - One Voice Wales Larger Councils Committee
  - One Voice Wales Annual Meeting and Conference
9. To accept the 2024/25 allowances for the Chair, Vice-Chair, Committee Chairs as agreed at the December 2023 Precept Meeting
10. To note the Internal Auditor for the 2023/24 audit as agreed at the May 2023 Annual Meeting and to agree the Internal Auditor for the 2024/25 audit
11. To agree the Council's solicitor for 2024/25
12. Agreement from all to adopt the Council's Code of Conduct

*A.C. Harris*

Ann C. Harris  
Clerk of the Council/Clerc y Cyngor