



COITY HIGHER COMMUNITY COUNCIL

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

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4th May 2025

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 8th May 2025 at 6.00 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 2025/26
4. To appoint a Vice-Chair for the year 2025/26
5. To receive a copy of the Minutes of the Annual May 2024 Meeting as an aide memoire
6. To determine a timetable of meetings for 2025/26
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 1 + reserve
 - Coity Wallia Board of Conservators x2
 - One Voice Wales Area Committee
 - One Voice Wales Larger Councils Committee
 - One Voice Wales Annual Meeting and Conference
9. To accept the 2025/26 allowances for the Chair, Vice-Chair, Committee Chairs as agreed at the December 2024 Precept Meeting
10. To note the Internal Auditor for the 2024/25 audit as agreed at the May 2024 Annual Meeting and to agree the Internal Auditor for the 2025/26 audit
11. To agree the Council's solicitor for 2025/26
12. Agreement from all to adopt the Council's Code of Conduct and current Standing Orders, Financial Regulations and current policies

A.C. Harris

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