GRAIG COMMUNITY COUNCIL

**Agenda for the Annual Meeting of the Community Council
to be held at Graig Community Hall and remotely via Zoom
at 7pm on Wednesday 14th June 2023**

All Community Councillors are duly **summoned** to attend the Annual Meeting of the Council on Wednesday 14th June 2023 at 7pm (*rearranged from 24th May, 7th and 13th June 2023*) to be held at Graig Community Centre and remotely via Zoom.

Mrs Clare Cotterell – Locum Clerk/RFO - clerk@graigcc.co.uk

1. **Election of Chairman**

2. **Election of Vice Chairman**

3. **Apologies for Absence**
   To receive apologies for absence.

4. **Declarations of Interest**
   Members to declare an interest in any items of business on the agenda.

5. **Minutes**
   To agree the accuracy of the minutes of previous meetings.

6. **Council Documents and Procedures**
   a) To review, amend if required, and adopt the Council's policies and procedures.
   b) To review delegation arrangements, committees and terms of reference (if any), agreements (inc. legal) and representation with external bodies and reporting back.
   c) To review the Council's and/or staff subscriptions.
   d) To review the Council's expenditure under s137 of the Local Government Act 1972 or the power of well-being.
   e) To agree a Schedule of Meeting Dates for the year.

7. **Finances**
   a) To receive the annual financial documents for the year ending 31st March 2023.
   b) To approve the schedule of payments.
   c) To consider remedial action recommended for fire extinguishers
      Graig - £107.50 + VAT, Rhiwderin - £112.00 + VAT.

8. **Insurance**
   To review and approve the insurance quotation for 2023/24.

9. **Planning**
   To consider any planning applications received and agree a response.

10. **Annual Report**
    To approve the Community Council Annual Report for 2022/23.

11. **Annual Governance and Accountability Return**
    a) To receive the Audit Wales report for 2021-22.
    b) To agree an action plan addressing any matters raised.
    c) To agree a fee for requested hard copies of audit documents.

12. **Next Meeting**
    Wednesday 28th June 2023 – 7pm