



# GRAIG COMMUNITY COUNCIL

**Agenda for the Annual Meeting of the Community Council  
to be held at Graig Community Centre and remotely via Zoom  
at 19.00 on Wednesday 29<sup>th</sup> May 2024**

All Community Councillors are duly **summoned** to attend the Annual Meeting of the Council on Wednesday 29<sup>th</sup> May 2024 at 19.00, to be held at Graig Community Centre and remotely via Zoom:  
<https://us06web.zoom.us/j/81211908327?pwd=MlVJVGttdjVvWU9KWTBKWE1pSTEyQT09>  
Meeting ID: 812 1190 8327 Passcode: 096530

Mrs Clare Cotterell – Locum Clerk/RFO - [clerk@graiqcc.co.uk](mailto:clerk@graiqcc.co.uk)  
23 May 2024

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- 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 the meeting held on Wednesday 24<sup>th</sup> April 2024
- 6. Matters Arising from Minutes and Clerk's Update**
  - a) To consider any updates or matters arising from the minutes.
  - b) To receive Clerk's update.
- 7. Allotments**  
To consider a greenhouse request.
- 8. Information Signage**  
To consider quotations to replace information signage at both Halls.
- 9. 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 staff subscriptions.
  - d) To review the Council's expenditure under s137 of the Local Government Act 1972 or the power of well-being. Confirmed £0.00 for 23-24.
  - e) To agree a Schedule of Meeting Dates for the year.
- 10. Insurance**  
To review and approve the insurance quotation for 2023/24.
- 11. Energy Quotations**  
To consider energy quotations.



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## 12. Finance

- a) To receive financial documents to end April 2024.
- b) To approve Cllr allowances for 24/25.
- c) To consider payment arrangements for Zoom subscription.
- d) To consider purchase of secure paper document storage and online document storage arrangements.
- e) To consider payment method for domain name, currently with TSO Host direct debit, or different provider.
- f) To approve the write off of an unpresented cheque (3066 - out of date) from 22-23 - £300.00
- g) To approve the schedule of payments.

## 13. Graig Community Centre Car Parking

To consider next steps for car parking arrangements.

## 14. Support Services

To receive an update on progress with support services.

## 15. Newport City Councillors

To receive reports from City Councillors.

## 16. Planning

To consider responses to planning applications received.

- a) 24/0274 | CONVERSION OF FORMER BARN INTO DWELLING WITH REAR EXTENSION AND ASSOCIATED WORKS | Coc-Y-North Bungalow, Barn At Coc-Y-North Lane Rhiwderin Newport NP10 8RR

## 17. Next Meeting

Wednesday 26<sup>th</sup> June 2024 at 19.00 – Full Council Meeting - Graig Community Centre and via Zoom.