

To Members of the Council

9 May 2022

Dear Member,

ANNUAL MEETING OF THE COUNCIL

The Annual Meeting of the Council will be held on Wednesday 18 May 2022 at **7.00pm**. **The meeting will be held on a remote basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.**The agenda will be as follows:

1. To elect a Chairman for the Council Year 2022/23.
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To elect a Vice-Chairman for the Council Year 2022/23.
4. To receive declarations of personal and personal/prejudicial interests.
5. To consider arrangements for the filling of 4 Councillor vacancies through the process of co-option.
6. To appoint Committees and Working Parties:
 - a) Policy and Resources Committee (**10 members**)
(All members of the Council to be in membership with the Chairman and Vice-Chairman of the Council holding these respective positions).
 - b) Environment and Amenities Committee (**9 members**).
(Membership to be all Councillors with the exception of the Council Chairman)
 - c) Village Fete Working Party (**4 members**)
(Membership is currently: Councillors Mrs Barrowclough, Edwards and King)

- d) Hall Management Committee (**5 members**).
(Membership is currently: Councillors Carreyett, Edwards and Dr M. Misra).
- e) Allotments Working Party (**5 Council members**).
(Membership is currently: Councillors Edwards, King and Mears).
- f) Bio-Diversity Working Party (**4 Council members**)
(Membership is currently: Councillors Carreyett, Edwards, Mears and Dr M Misra).
- g) Health and Safety Working Party (**4 members**)
(Membership is currently: Councillors Mrs Barrowclough, Mrs Carreyett, Edwards and Dr Misra).
- h) Planning Sub-Committee (**5 members**)
(Membership is currently Councillors Mrs Barrowclough, Mrs Carreyett, Edwards and Dr Misra).
- i) Dementia Friendly Working Party (**6 members**)
(Membership is currently Councillors Mrs Carreyett, Edwards and Dr Misra).
- j) Lewis Road Reserve Allotments Working Party (**3 Council members**)
(Membership is currently Councillors Mears and Dr Misra)
- k) Services to Older Persons Working Party (**3 members**) (Membership is currently Councillors Mrs Barrowclough, Mrs Carreyett and Dr Misra).

7. Appointment of Representatives.

- a) Community Liaison Committee with Town and Community Councils (Currently Councillor Mrs P. Carreyett and Councillor Dr M Misra is the substitute member).
- b) One Voice Wales Area Committee (Currently Councillor Dr M. Misra and with a vacancy for a substitute member).
- c) East Vale Community Transport Management Committee (The substitute member is Councillor Mears).
- d) Llandough Hospital Our Orchard Project Group (Councillor Carreyett is currently the representative and Councillor Mears is the substitute).

8. Declarations of Pecuniary Interest – Applications for Special Dispensation.

- 9. To Appoint an Internal Auditor for 2022/23 (Currently the Internal Auditor is Mr A.D. Williams).
- 10. Deeds and Trust Instruments and Review of Fixed Assets Register (Register attached).
- 11. To determine whether a review of Standing Orders and/or Financial Regulations is required.

12. To determine whether a review of the Council's complaints procedure is required.
13. To Review the Annual Investment Strategy (2022/23 Draft Strategy attached)
14. To Review the Council's Risk Assessment Register (The current Risk Assessment Register attached).
15. To Review the Council's Insurance Arrangements.
16. To discuss the arrangements for the 2022 Civic Service.
17. To confirm the bankers for the Council – they are currently Barclays Bank.
18. To review the current cheque signatory arrangements (Currently signatories are Councillors Mrs Carreyett, Edwards and King).
19. To review the rent allowance payable to the Clerk from 1st June 2022 (Currently £1300 per annum - (The current CPI index to 31 March, 2022 is 6.2%).

Yours faithfully,



Paul R. Egan
Clerk to the Council

MEMBERS OF THE PUBLIC AND THE PRESS CAN OBTAIN ANY DOCUMENTS REFERENCED ON THE AGENDA FROM THE CLERK PRIOR TO THE MEETING. HIS TELEPHONE NUMBER IS 01446 409294 OR E-MAIL clerk@llandough-cc.co.uk. The Press and the Public can also attend the meeting – access details can be obtained from the Clerk prior to the meeting.