



Chair Margaret Morris

Vice chair Barbara Lloyd

AGM Wednesday 13th June 2018 Glasbury Village Hall 7pm

1. Present:- Margaret Morris (MM); Chris Aldridge (CA); Paul Greenow (PG); Barbara Lloyd (BL); Brian Price (BP); James Gibson-Watt (JGW); Paul Hartley (PH)
There were no apologies

2. MM welcomed all to the AGM and gave the Chairman's report which was accepted as a true record, proposed by CA & seconded by PG. The issue of a need to co-opt new councillors was also raised and discussed.

3. There were no declarations of interest

4. The Minutes of the last AGM (July 2017) were read through and signed off as a true record proposed by PG and seconded by CA. Matters arising were:

- i) Paul Jenkins has since resigned from the Community Council; thanks were voiced for his efforts and commitment during his time as Community councillor **Action MM to write to PJ**
- ii) The need to increase membership of the Community Council was raised and discussed and suggestions were made to attract interest via updating the notice boards and also through updating the website, a process which has already begun.
- iii) Thanks were voiced once again to those public spirited people who give freely of their time to keep the community clean and tidy. **Action: MM to co-ordinate messages of specific thanks.** PH also volunteered to promote the Keep Wales Tidy group via posters & flyers within the Community in hope of encouraging more residents to join together and get involved.

5. a) MM thanked BL for her support in role of Vice-Chair and also thanked the Clerk for her work since May of last year.

6. Financial Report for 2017-18

All councillors were issued with copies of the Annual accounts for 2017-18, the Accounting statement and a Year end bank reconciliation. It was seen that the four accounts total a healthy positive balance of £29,000.07 but it was pointed out that Grants had not yet been issued from this sum. The Clerk reported that the Audit process had been both difficult and time consuming for a number of reasons but gave particular thanks to Community councillor Paul Greenow and the internal Auditor Mike Dewan for their support. Overall however, Mike Dewan had commented that records were a vast improvement on the previous year though there were still some areas that needed attention i.e.

a) Invoices/correspondence must always be supplied to agree payment.

- b) Entries to all ledgers must be in ink not pencil.
- c) Cheque stubs can only be initialled after the actual cheque has been made out in full.

In addition all receipts/invoices should highlight VAT where applicable.

Other issues raised were

- i) The possibility of amalgamating the Glas y Bont account into the Business Reserve Account was discussed; Action:-PG to contact NatWest to begin process.
- ii) to formally re-name the “Playground committee” to “Playground working party” and which as such, must report to the full Community council for decisions on expenditure, changes, risk assessments etc. This raised issues on insurance covering volunteers and actions **Action:- Clerk to forward renewed insurance policy from Zurich to all Community Councillors: PG proposed contacting Zurich Insurance to clarify situation regarding volunteers; CA seconded and volunteered to make the call.**

The Councillors then thanked the Clerk for her work on the Accounts and Audit.
Action: The Clerk will meet with MM to conclude the process and submit the full accounts to external auditors Grant-Thornton in Cardiff for Monday 18th June 2018.

7. Responsibilities for 2018-19

Appointment of representatives to serve on the following sub-committees:-

RESPONSIBILITY	COUNCILLORS
GCC Planning committee	All Councillors
GCC Sub Committee Glasbury Play area	Chris Aldridge; Paul Greenow; Paul Hartley
Glasbury Parish Hall Committee	Chris Aldridge; Margaret Morris
Llyswen & Boughrood Hall Committee	Barbara Lloyd
Ffynnon Gynydd & Ciltwrch Commoners Committee	Subject to requirements
Love Glasbury	Paul Greenow
Charities Committee	Margaret Morris
PAVO re payroll matters	Margaret Morris
One Voice Wales	Barbara Lloyd & Clerk

8.

Confirmation of designated responsibilities within GCC	Councillors
To sign Bank reconciliations	Chris Aldridge; Paul Greenow; Margaret Morris
Asset Inspections: Boughrood, Glasbury & Llowes	All Councillors
<u>Noticeboard Information:</u> Llanstephan, Boughrood, Glasbury, Llowes	Barbara Lloyd; Brian Price; Chris Aldridge Margaret Morris

NB Information for the Community needs to include the updated website with regular postings of all planning notifications and relevant public notices to this platform as well as the specific area noticeboards.

Idea of setting up a Community Council Facebook page was discussed. **Action:- BL to set up with CA acting as a second moderator of content. Clerk to update list of Councillors on website and also forward all public notices/planning notifications to the website upon receipt.**

9. GCC remains contracted to use Grant Thornton as External Auditor for 2018-19.
MM will ask Mike Dewan if willing to maintain role of Internal auditor.

10. No correspondence had been received to report on.

11. **AOB** - None

5 b) Election of Chair/ Vice chair for 2018-19

Nominations were asked for and BL indicated a willingness to stand for Chair. This was proposed by CA and seconded by PG and BL was then voted in unanimously. There were no volunteers for post of Vice chair so decision was made to leave this position vacant for the time being and look to re-appoint at a later date when hopefully some new members will have been co-opted in.

12. Date of next AGM 10th June 2019

YOUR COMMUNITY COUNCIL NEEDS YOU!