**CYNGOR CYMUNED BONCATH**

**Y Cynghorwyr – Alan Bowen, Puw Davies, Rhys Davies, Robert James, Tomi Jones, Will Smart a Iwan Ward (Cyng Sir),**

**Clerc – Mandy Phillips**

Cofnodion o’r Cyfarfod Blynyddol a gynhaliwyd yn Festry Blaenffos ar nos Fawrth, yr 2il o Fai, 2023 am 7.00 y.h.

**Presenol** y Cynghorwyr Will Smart, Robert James, Rhys Davies, a Mandy Phillips (Clerc)

1. **Croeso** Croesawyd pawb ir cyfarfod blynyddol gan y Cadeirydd, Rhys Davies.
2. **Ymddiheuriadau** Y Cynghorwyr Alan Bowen, Tomi Jones, Puw Davies a Cyngh Sir, Iwan Ward.
3. **Ethol Cadeirydd** **ar gyfer 2023/24.** Oherwydd taw y ddiweddar Cyngh Kevin Davies oedd yr Is-gadeiryddcynygwyd gan Y Cyngh Robert James ac eilwyd gan y Cyngh Will Smart fod y Cyngh Rhys Davies yn cadw y swydd am y flwyddyn i ddod. Dywedodd y Cyngh Rhys Davies y byddau yn hapus i wneud hyn o dan yr amgilchiadau. Cafodd ffurflen derbyn swydd Cadeirydd i gwbwlhau
4. **Ethol Is-Gadeirydd** **ar gyfer 2023/24**. Fe wnaeth y Cyngh Will Smart gynnig ac eilwyd gan y Cyngh Rhys Davies, Y Cyngh Robert James fel is-gadeirydd. Derbyniwyd y swydd gan y Cyngh Robert James.
5. **Mantolen Ariannol.**
6. Roedd y clerc fel y swyddog Cyllid priodol wedi danfon y fantolen arianol trwy ebost ir Cynghorwyr o flan llaw. Cynygodd y Cyngh Robert James ac eiliodd y Cyngh Wil Smart bod y fantolen yn gywir ac fod y clerc yn dal fel Swyddog priodol am y flwyddyn 2023/24 ac bod bod Delyth Thomas yn cwbwlhau’r arolwg mewnol am eleni ac hefyd yn cael ei ffenodu am y flwyddyn 2023/24. Bydd angen i Delyth edrych dros y llyfrau hanner ffordd trwr flwyddyn ac ar diwedd y flwyddyn a rhoi ei canfyddiadau mewn llythyr.
7. **Unrhyw fater arall**.
8. Tal y clerc am y flwyddyn 2023/24. Fe wnaeth y clerc adael yr ystafell. Arol trafodaeth cynygodd y Cyngh Wil Smart ac eilwyd gan y Cyngh Robert James oherwydd fod gwaith y clec wedi cynhyddu fod y clerc yn cael codiad cyflog o £25 y Mis. Pawb o blaid. Diolchwyd ir clerc am ei gwaith dros y flwyddyn a’r holl waith o gwbwlhau y polisie ac ati.
9. Buodd yna drafod ynghlyn ar polisie ac ati y Cyngor ac fe cafodd ei mabwysiadu yn unfrydol.
* Assessiant risk
* Rheolau sefydlog
* Deddf Rhyddid Gwybodaeth
* Policy Cyllid
* y pecyn cymorth, cyllid a llywodraethu
* yr adroddiad blynyddol
* yr adroddiad Biomrywaith a diyniaeth dyletswydd eco systemau.
* Cofrester Asedau

Gohiriwyd nes y cyfarfod nesa pan bydd mwy yn bresennol.

* Adolygu lwfansau personol y Cynghorwyr –

Diolchodd y Cadeirydd i’r Cynghorwyr ar Clerc am ei cefnogaeth dros y

flwyddyn dwethaf a dwedodd hefyd fod mawolaeth y Cyngh Kevin Davies wedi gadael bwlch ac yn golled fawr ir Cyngor.

Daeth y cyfarfod i ben am 7.42 y.h.

**CYNGOR CYMUNED BONCATH**

**Y Cynghorwyr – Alan Bowen, Puw Davies, Rhys Davies, Robert James, Tomi Jones, Will Smart a Iwan Ward (Cyng Sir),**

**Clerc – Mandy Phillips**

Cyfnodion or cyfarfod a gyhaliwyd yn Festry Blaenffos, Nos Fawrth 2il o Fai 2023 am 7.00y h

**Presennol** y Cynghorwyr Will Smart, Robert James, Rhys Davies a Mandy Phillips (Clerc)

1. **Croeso** Croesawyd pawb ir cyfarfod gan y Cadeirydd Rhys Davies. Dywedodd fod Y Cyngh Puw Davies yn gwella yn raddol ond ddim eto yn medru dychwelyd

i’r cyfarfodydd. Roedd pawb yn hapus fod y Cyngh Puw Davies yn dychwelyd pan yn holl iach.

1. **Ymddiheuriadau** Y Cynghorwyr Alan Bowen, Puw Davies, Tomi Jones a Cyngh Sir Iwan Ward.
2. **Cadarnhau y cyfnodion** Cynygodd y Cyngh Robert James bod y cyfnodion yn gywir, eiliwyd gan y Cyngh Will Smart.
3. **Materion yn Codi or cyfnodion**
4. Swydd wag Cynghorwr. Roedd dal swydd wag i gael. Roedd yna rhai enwau yn cael ei drafod ac roedd y Cynghorwyr yn mynd I siarad ar bobol yn yr wythnos nesa a rhoi gwbod i’r clerc os oedd diddordeb fel y bod llythyr swyddogol yn galler cael ei danfon.
5. **Gohebiaeth**
6. Llythyr a mantolen ariannol wrth CFFI Sir Benfro yn gofyn am rhodd ariannol. Cynygodd y Cyngh Robert James fod £125 yn cael ei gyfrannu ac eilwyd gan y Cyngh Wil Smart.
7. Anfoneb wrth Neuadd Boncath am ddefnyddio y neuadd i gyfarfodydd – cael ei gario ymlaen i Mis Mehefin.
8. Dogfennau ynglŷn a’r WAO i gwbwlhau. Y clerc I wneud y gwaith dros y Mis nesaf.
9. LLythyr wrth Zurich ynghlyn ar Iswiriant am y flwyddyn2023/24 Cynygodd y Cyngh Will Smart ei fod yn cael ei dalu ac eilwyd gan y Cyngh Robert James. Pawb o’i blaid
10. Amserlen cwrsau Un llais Mis Ebrill/Mai 2023- nodwyd.
11. Llythyr a mantolen ariannol wrth ‘Gwyl fel na mae’ yn gofyn am rhodd ariannol – i drafod Mis Mehefin.
12. Llythyr a mantolen ariannol wrth Clwb Cricket Crymych yn gofyn am rhodd ariannol- i drafod Mis Mehefin.
13. **Cynllinio**
14. Nid oedd y clerc wedi derbyn undryw ebost ynghlyn a cynllionio os peth amser. Roedd yn mynd i gysylltu a’r adran i ofyn pam**.**

 **7. Cyllid**

 a) Arian yn y Banc - £8,947.39

 b) Tal y Clerc - Mis Ebrill 2022 Cynygodd y Cyngh Wil Smart ac eilwyd gan

 Y Cyngh Robert James fod y clerc yn cael ei thalu.

1. Tal cyntaf ‘precept’ wedi ei dderbyn -£2268.00

1. **Undryw fater arall**
2. Roedd y Cyngh Will Smart wedi trin rhai or setau yn ddiweddar. Diolchwyd iddo am y gwaith Gofynwyd iddo ddanfon anfoneb am y gwaith.

Diolchodd y Cadeirydd i bawb. Byddai y cyfarfod nesaf yn cael ei gynnal yn Neuadd Boncath ar Nos fawrth 6fed o Fehefin 2023 am 7.00y.h

Daeth y cyfarfod i ben am 8 20 y.h.

 **BONCATH COMMUNITY COUNCIL**

**Councillors – Alan Bowen, Puw Davies, Rhys Davies, Robert James, Tomi Jones, Will Smart and Iwan Ward (County Cllr**

 **Clerk – Mandy Phillips**

Minutes of the Annual General Meeting held on Tuesday, 2nd May 2023 at 7.00 p.m in Blaenffos Vestry

**Present** Cllrs Will Smart, Robert James, Rhys Davies and Mandy Phillips (Clerk)

1. **Welcome** Everyone was welcome by the Chairman, Cllr Rhys Davies.
2. **Apologies** Cllr Alan Bowen, Tomi Jones, Alan Bowen. County Cllr Iwan Ward
3. **Election of Chairman for 2023/24 –** Due to the passing of Vice Chair, Cllr Kevin Davies, Cllr Robert James proposed and Cllr Will Smart seconded that Cllr Rhys Davies stay in post as Chair for another year. Cllr Rhys Davies was happy to accept. A declaration of acceptance as chair was completed and witnessed by all present.
4. **Election of Vice Chairman** Cllr Will Smart proposed and Cllr Rhys Davies seconded, Cllr Robert James as Vice Chair. Cllr Robert James accepted.
5. **Financial Report** The clerk as RFO had emailed the yearly financial report to the councillors prior to the meeting. Cllr Robert James proposed and Cllr Will smart seconded that the accounts were correct and that the clerk be appointed as RFO for 2023/24 and letter of engagement be sent to Delyth Thomas to complete the audit for this year and be appointed as internal auditor for the year 2023/24. The clerk will then complete the WAO audit for the past year.
6. **Any other Matter**
7. Clerks contract and salary. The clerk left the room for a discussion to take place. It was proposed by Cllr Wil Smart and seconded by Cllr Robert James that due to the volume of work involved that the clerk’s salary be increased by £25 per month. All in favour.
8. The following policies documents were reviewed and adopted unanimously. After discussion and minor changes, the documents were adopted by the council. The councillors thanked the clerk for completing the policies etc
* Risk assessment
* Standing orders
* Freedom of information
* Financial regulations
* Governance tool kit,
* Annual Report,
* Biodiversity and resilience eco systems report,
* Review of Asset register.
* Review of personal allowance – deferred to June meeting due to low attendance.

The chairman thanked the councillors and the clerk for their support over the last year. Cllr Davies also reflected on the huge loss the Council had felt in the sudden death of Cllr Kevin Davies. He will be remembered for his sound advice and dedication to the Council in Boncath for many years.

Meeting closed at 7.42pm

 **BONCATH COMMUNITY COUNCIL**

**Councillors – Alan Bowen, Puw Davies, Rhys Davies,Robert James, Tomi Jones, Will Smart, and Iwan Ward (County Cllr),**

 **Clerk – Mandy Phillips**

Minutes of the Meeting held at Blaenffos Vestry on Tuesday, 2nd May 2023 at 7.00 p.m.

**Present** Cllrs Will Smart, Robert James, Rhys Davies, and Mandy Phillips (Clerk)

1. **Welcome** Chairman, Cllr Rhys Davies welcomed all to the meeting. He had visited Cllr Puw Davies and although feeling better he was not well enough to attend meetings at the moment. The councillors hoped that he would be well enough to return in due course and wished him well.
2. **Apologies –** Cllrs Alan Bowen Tomi Jones, Puw Davies,County Cllr Iwan Ward
3. **Minutes to approve** Cllr Robert James proposed and Cllr Will Smart seconded that the minutes were correct.
4. **Matters arising from the minutes**

 a) Councillor vacancy- The post had as yet not been filled. The councillors will

 make enquiries in both villages by the next meeting.

1. **Correspondence**
2. Letter and financial statement from Pembrokeshire YFC asking for a financial donation. Cllr Robert James proposed and Cllr Will Smart seconded a donation of £125.00 be sent.
3. Invoice form Boncath hall for hall hire- deferred till June meeting
4. Annual return 2022-23 documents for completion. The clerk will complete for the June meeting.
5. Renewal request from Zurick Insurance. Cllr Will Smart proposed and Cllr Robert James seconded that the insurance be paid.
6. Dates for one Voice courses April / May 2023- noted.
7. Letter and financial document asking for financial support from ‘Gwyl fel Na mai’ – deferred to June meeting.
8. Letter and financial document from Crymych Cricket club asking for financial support – deferred to June meeting
9. **Planning**

Nothing to report – the clerk had not had any correspondence from the planning office for many months and will contact them in case there was an issue and emails not getting through.

1. **Finance**
2. Money in the Bank – March 2023 - £8,947.39
3. Clerk’s Pay – April 2023 -the Clerks pay was proposed by Cllr Will Smart and seconded by Cllr Robert James.
4. The 1st precept payment had been received of £2268.00
5. **Any other business**
6. Cllr Will Smart had repaired some of the seats. He was thanked and asked to produce an invoice for the materials.

As there was no further business the meeting was declared closed at 8.20pm.

Next meeting will be held on Tuesday June 6th, 2023 at 7.pm in Boncath hall.

Mandy Phillips

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