**CYNGOR CYMUNED CILGERRAN COMMUNITY COUNCIL**

**MINUTES OF THE ANNUAL MEETING HELD ON MONDAY**

**22nd MAY 2023**

Present: Cllrs M Lloyd, P Bottom, J Wimhurst, J Davies, I Thomas, E Thomas, N Evans,

H Tomos

Apologies: Cllrs M Clarke, M Dellar, M Jones, C Stone

644 Election of Chair for 2023/2024 - Cllr Evans proposed **Cllr M Lloyd** take the seatand was seconded by Cllr Bottom. All in favour. Cllr Lloyd signed the Declaration of Acceptance of Office.

645 Election of Vice Chair for 2023/2024 –Cllr Lloyd proposed to reappoint **Cllr M Clarke,** butthe outgoing Vice Chair was not present to accept the nomination. Carry forward to the next month’s meeting. All in favour.

646 Election of Internal Financial Auditor for 2023/2024 - Cllr Lloyd proposed to reappoint **Mrs Bethan Phillips** and was secondedby Cllr Wimhurst. All in favour.

647 Election of Financial Officer for 2023/2024 - Cllr Lloyd proposed **The Clerk** and was seconded by Cllr Tomos. All in favour.

648 To appoint representatives to outside bodies:

648.1 Village Hall Committee – Cllr Lloyd proposed that **Cllr J Wimhurst** be reappointed and was seconded by Cllr Bottom. All in favour.

648.2 Festive Committee – Cllr Lloyd proposed **Cllr M Dellar** be appointed but he was not present to accept the nomination. Carry forward to next month’s meeting. All in favour.

649 To receive pre-audited Accounts for 2022/2023. Balance Sheet for the year ending 31/3/2023. Cllr Lloyd proposed to accept the accounts and seconded by Cllr Wimhurst. All in favour.

649.1 To approve the Accounting Statement and to acknowledge Part 1 of the Annual Governance Statement of the Annual Return. Cllr Lloyd proposed to approve the return and seconded by Cllr Wimhurst. All in favour.

650 Annual Business

650.1 Signatories on cheques – The signatories are to remain the same being any two of the three namely, Cllr Evans and Cllr Wimhurst and the Clerk. All in favour.

650.2 Clerk’s Salary – The Clerk’s Salary remains at Scale 7. All in favour.

650.3 Fidelity Guarantee Insurance – This was reviewed by members, Cllr Lloyd proposed that the cover be renewed. Seconded by Cllr Wimhurst and all in favour.

650.4 The Welsh Language Scheme was reviewed and accepted unanimously.

650.5 The Freedom of Information Scheme was reviewed and accepted unanimously.

650.6 Review of Risk Assessment – This was accepted unanimously.

650.7 Cllr J Davies arrived at the meeting.

650.8 Review of Asset Register – The register will be sent to Councillors for updating and acceptance at the next monthly meeting.

650.9 The Communication Strategy was reviewed and based upon the ability to have information available on the website, notice boards and the’ Corwg’, it was accepted unanimously.

650.10 Review of Financial Regulations – This was reviewed and accepted unanimously.

650.11 Review of Biodiversity & Resilience Of Ecosystems Duty Report – This was drawn up in March 2023 and accepted unanimously.

The Annual Meeting closed at 7.55pm.

**Date of next Annual Meeting: – 27th May 2024**

Signed…………………………………………………. Date……………………

Chair

Signed…………………………………………………. Date……………………

Clerk to Cilgerran Community Council