**CYNGOR CYMUNED CILGERRAN**

**COMMUNITY COUNCIL**

**MINUTES OF THE ANNUAL MEETING (Via Zoom) HELD ON MONDAY**

**26th MAY 2020**

Present: Cllrs L Williams, J Davies, M Clarke, P Bottom, K McEneany, J Wimhurst, M Lloyd

Apologies: Cllrs K Griffiths

Not Present: Cllrs N Evans, E Thomas

 622 Election of Chair for 2020/2021 - Cllr Clarke proposed **Cllr L Williams** take the seatand was seconded by Cllr Wimhurst. All in favour. Cllr Williams signed the Declaration of Acceptance of Office.

623 Election of Vice Chair for 2020/2021 - Cllr Williams proposed **Cllr M Clarke** and was seconded by Cllr Lloyd. All in favour.

624 Election of Internal Financial Auditor for 2020/2021 - Cllr Williams proposed to reappoint **Mrs Bethan Phillips** and was secondedby Cllr Wimhurst. All in favour.

625 Election of Financial Officer for 2020/2021 - Cllr Williams proposed the **Clerk** and was seconded by Cllr Wimhurst. All in favour.

626 To appoint representatives to outside bodies:

626.1 Village Hall Committee – Cllr Williams proposed that **Cllr J Wimhurst** be reappointed and was seconded by Cllr Clarke. All in favour.

626.2 Festive Committee – Cllr Wimhurst proposed **Cllr L Williams** be reappointed and was seconded by Cllr Clarke. All in favour.

627 To receive pre-audited Accounts for 2019/2020. Balance Sheet for the year ending 31/3/2020. Cllr Davies proposed to accept the accounts and seconded by Cllr Wimhurst. All in favour.

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

628 Annual Business

628.1 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.

628.2 Clerk’s Salary – The Clerk’s Salary remains at Scale 7 as criteria changed on 1st April 2019. All in favour.

628.3 Fidelity Guarantee Insurance – This was reviewed by members, Cllr Davies proposed that the cover be renewed. Seconded by Cllr Williams and all in favour.

628.4 The Welsh Language Scheme was reviewed and accepted unanimously.

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

628.6 Review of Risk Assessment – This was accepted unanimously.

628.7 Review of Asset Register – Cllr Davies proposed that this be accepted, all in favour.

628.8 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.

628.9 Review of Financial Regulations – Cllr Davies proposed that this be adopted, seconded by Cllr Lloyd and all in favour.

 The Annual Meeting closed at 7.25pm.

 **Date of next Annual Meeting: – 24th May 2021**

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

Chair

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

Clerk to Cilgerran Community Council