

MERLINS BRIDGE COMMUNITY COUNCIL

Minutes of 2021 A.G.M. held at 6pm on Wednesday 12th May 2021
online using the Zoom platform

Present: Cllrs. John Cole, Alison Palmer, Nick Stamp, Mary Owen, Paul Davies, Lisa O'Sullivan, Hilliard Studley; Peter Horton (Clerk).

- 1) Apologies for absence**
None
- 2) Election of Chairman**
C'llr Alison Palmer was elected (proposer C'llr John Cole, seconder C'llr Lisa O'Sullivan).
- 3) Election of Vice-chairman**
C'llr Mary Owen was elected (proposer C'llr Paul Davies, seconder C'llr John Cole).
- 4) Appointment of Members to form a Planning Committee**
No committee was formed. However, C'llrs Nick Stamp and John Cole were given responsibility to oversee planning matters and report them to Council (proposer C'llr Paul Davies, seconder C'llr Mary Owen).
- 5) Appointment of representative on Governing Body of St Mark's School**
C'llr Alison Palmer was appointed (proposer C'llr Paul Davies, seconder C'llr Mary Owen).
- 6) Appointment of representative for Welfare Committee**
C'llr Mary Own was appointed (proposer C'llr John Cole, seconder C'llr Paul Davies).
- 7) Appointment of representative for One Voice Wales**
Not applicable, as no membership was currently held.
- 8) Appointment of Councillors to check accounts**
No finance committee was formed. However, C'llrs Paul Davies, Lisa O'Sullivan and John Cole were given

responsibility to check the accounts and report to Council (proposer C'llr Hilliard Studdley, seconder C'llr Nick Stamp).

9) Appointment of signatories for Bank Account

Amendments to be made to remove C'llr John Cole, and replace him as signatory by C'llr Alison Palmer, resulting in C'llrs Lisa O'Sullivan, Mary Owen and Alison Palmer, and also the Clerk, as signatories (proposer C'llr Paul Davies, seconder C'llr John Cole).

10) Accounts report for year ending March 31st 2021

The following end of year report was presented to Members :

INCOME

Income received during 2020/21 year : £10002-09

EXPENDITURE

Staff costs	:	£ 203-20
Insurance	:	£ 776-38
Admin	:	£ 445-27
Internal audit	:	£ 50-00
Donations	:	£1418-47

Total expenditure	:	£2893-32
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SUMMARY OF STANDING OF ACCOUNTS ON 31/03/2021

Balance brought forward to April 1st 2020	:	£19929-43
Income received during year	:	£10002-09
Re-entered to accounts for cancelled cheques	:	£ 129-16
Expenditure during year to March 31st 2021	:	£ 2893-32

Total carried forward to 1st April 2021	:	£27167-36
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11) Re-adoption of Members' Code of Conduct

Nothing needed this year.

12) Review of Community Council Standing Orders

The Standing Orders were amended and approved by Members (proposer C'llr John Cole, seconder C'llr Lisa O'Sullivan). Clerk to circulate copies of updated document to all members, and arrange for signature by the Chairman.

13) Review of Community Council Asset Register

The asset register had been updated to include the new noticeboards. Three bus shelters were included on the asset register. Some members thought the other two bus shelters in the Community should also be included. C'llr John Cole undertook to research this with P.C.C. and notify the Clerk. Amended document to be brought to the June meeting for final approval.

14) Review of Community Council Asset and Financial risk assessments

The Clerk had completed a financial risk assessment.

Members arranged for this to be considered in June, as it had only been circulated earlier that day.

Asset risk assessment – Members were informed that none was on file. Clerk to send copy of a suitable risk assessment template to C'llr Paul Davies, for use in completing a risk assessment, this to be carried out by him and C'llr Nick Stamp (proposer C'llr Alison Palmer, seconder C'llr John Cole).

The meeting concluded at 7-20pm.