**Llanddewi Velfrey Community Council**

**Minutes of Annual Meeting held Wednesday 12th May 2021**

Present: Cllrs Meurig James, Jamie Lewis, Wynn Griffiths, Keith Thomas and County Cllr David Simpson.

Cllr James as Chairman welcomed everyone to the meeting.

1 – **Election of Chairman for the coming year.** Cllr James expressed his thanks for electing him to the role last year – it had been an interesting and challenging year, and although he was the first to spend the year chairing online meetings, he did hope that he would be the last Chairman to do this for the entire year. He thanked Cllr David Simpson for all the support that had provided to the community with his updates and information from both Pembrokeshire County Council and Welsh Government - that had been very much appreciated. He also thanked the Clerk for her work managing through the year including successfully organising the meetings online along with everything else.

He then opened the meeting to nominations for the role of Chairman. Cllr Jamie Lewis was nominated by Cllr Thomas, seconded by Cllr Griffiths, and it was agreed unanimously for him to be the Chairman. Cllr Lewis signed his declaration of office and took the Chair for the rest of the meeting.

**2 – Apologies for absence**. Cllrs Deryck Prosser and Tudor Eynon had offered their apologies. These and the reasons for them were fully accepted by the Council.

**3 – Declarations of interest**. No interests were declared.

4 – **Election of Vice Chairman for the year**. This was discussed and Cllr Eynon was proposed by Cllr James, seconded by Cllr Thomas, and it was agreed unanimously to elect him to the role.

5 – **Financial report and statement of accounts**. This had been previously circulated, and was also displayed on screen. After brief discussion it was agreed to accept the accounts as presented, and that the Council agreed they had acted in accordance with the governance statements in the Annual Return. It was therefore agreed that the Chairman should sign the Annual Return as presented - this would be done at the earliest opportunity.

The Internal Auditor report had been received, and previously circulated. There were no concerns raised about the financial management for the year, but some administrative aspects that would be dealt with as soon as possible – these were noted by the Council.

6 – **Standing Orders review**. The Council adopted the Standing Orders as they stood for another year.

7 –**Risk assessment review**. The Council adopted the risk assessments for the Council as they stood for another year.

8 – **Code of Conduct review**. The Council adopted the Code of Conduct as they stood for another year.

There being no other business, the Chairman declared the meeting closed at 8.10pm.