**CYNGOR CYMUNED CILGERRAN COMMUNITY COUNCIL**

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

**24th MAY 2021**

Present: Cllrs M Lloyd, M Clarke, P Bottom, K McEneany, J Wimhurst, N Evans, M Dellar, C Stone, M Jones

Apologies: Cllrs J Davies

Not Present: Cllrs E Thomas

629 Election of Chair for 2021/2022 - Cllr Clarke proposed **Cllr M Lloyd** take the seatand was seconded by Cllr Bottom. All in favour. Cllr Lloyd signed the Declaration of Acceptance of Office.

630 Election of Vice Chair for 2021/2022 - Cllr Dellar proposed **Cllr M Clarke** and was seconded by Cllr Bottom. All in favour.

631 Election of Internal Financial Auditor for 2021/2022 - Cllr Lloyd proposed to reappoint **Mrs Bethan Phillips** and was secondedby Cllr Wimhurst. All in favour.

632 Election of Financial Officer for 2021/2022 - Cllr Lloyd proposed the **Clerk** and was seconded by Cllr Bottom. All in favour.

633 To appoint representatives to outside bodies:

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

633.2 Festive Committee – Cllr Lloyd proposed **Cllr M Dellar** be appointed and was seconded by Cllr Bottom. All in favour.

634 To receive pre-audited Accounts for 2020/2021. Balance Sheet for the year ending 31/3/2021. Cllr Lloyd proposed to accept the accounts and seconded by Cllr Wimhurst. All in favour.

634.1 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.

635 Annual Business

635.1 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.

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

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

635.4 The Welsh Language Scheme was reviewed and accepted unanimously.

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

635.6 Review of Risk Assessment – This was accepted unanimously.

635.7 Review of Asset Register – This was accepted unanimously.

635.8 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.

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

The Annual Meeting closed at 7.55pm.

**Date of next Annual Meeting: – 23rd May 2022**

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

Chair

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

Clerk to Cilgerran Community Council