**Llanddewi Velfrey Community Council**

**Minutes of Annual Meeting held Wednesday 10th May 2023**

Present: Cllrs, Jamie Lewis, Wynn Griffiths, Tudor Eynon, Edward Howells and County Councillor David Simpson.

In the absence of Cllr Thomas the current Chair, Councillors elected Cllr Griffiths to be Chair for the first item.

1 – **Election of Chairman for the coming year.** Cllr Griffiths opened the meeting to nominations for the role of Chairman. Cllr Wynn Griffiths was nominated by Cllr Lewis, seconded by Cllr Howells, and it was agreed unanimously for him to be the Chairman.

**2 – Apologies for absence**. Cllrs Keith Thomas and Meurig James 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 Howells was proposed by Cllr Lewis, seconded by Cllr Griffiths, and it was agreed unanimously to elect him to the role.

5 – **Financial report and statement of accounts**. Copies were circulated and discussed. 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.

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 had been noted which would be dealt with as soon as possible – these were noted by the Council. It was agreed by all present that the payments made to the Clerk or to HMRC in 2022-23 were approved and correct.

6 – **Standing Orders and Financial Regulations review**. The Council adopted the Standing Orders and Financial Regulations 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 it stood for another year. All had received the Pembrokeshire County Council produced training materials prior to the meeting for review.

9- **Biodiversity report**. The Council reviewed the updated Biodiversity report and adopted it for the coming year.

There being no other business, the Chairman declared the meeting closed at 8.15pm.