**CYNGOR CYMUNED CILGERRAN COMMUNITY COUNCIL**

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

**18th MAY 2015**

Present: Cllrs H Bellamy, N Evans, J Davies, P Bottom, J Wimhurst, J Green, S Coles, L Williams

Apologies: Cllrs D Worth, K Griffiths,

Not Present: Cllr E Thomas

583 Minutes of the Annual Meeting held on 19th May 2014 proposed as correct by Cllr Evans and seconded by Cllr Wimhurst. All in favour.

584 Election of Chairman for 2015/2016 - Cllr Davies proposed **Cllr H Bellamy** take the seatand was seconded by Cllr Wimhurst. All in favour. Cllr Bellamy signed the Declaration of Acceptance of Office.

585 Election of Vice Chair for 2015/2016 - Cllr Bellamy proposed **Cllr L Williams** and was seconded by Cllr Davies. All in favour.

586 Election for Internal Financial Auditor 2015/2016 - Cllr Davies proposed to reappoint **Mrs Bethan Phillips** and was secondedby Cllr Williams. All in favour.

587 Election of Financial Officer - Cllr Wimhurst proposed **the Clerk** and was seconded by Cllr Williams. All in favour.

588 To appoint representatives to outside bodies:

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

588.2 Community Forum – Cllr K Griffiths previously advised that he was stepping down. No representatives were appointed.

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

588.4 Twinning Committee – Cllr Davies proposed **Cllr Bellamy** and **Cllr Griffiths** (as he is the Community Council representative for the school), seconded by Cllr Coles. All in favour.

589 To receive pre-audited Accounts for 2014/2015. Balance Sheet for the year ending 31/3/2015. Cllr Davies proposed to accept the accounts and seconded by Cllr Evans. All in favour.

589.1 To approve Section 1 of the Annual Return. Cllr Wimhurst proposed to approve the Return and seconded by Cllr Davies. All in favour.

589.2 To acknowledge Section 2, the Annual Governance Statement of the Annual Return. Cllr Davies proposed to approve the return and seconded by Cllr Evans. All in favour.

590 Annual Business

590.1 Signatories on cheques – The same signatories are to remain, namely, Cllr Bellamy, Cllr Evans and Cllr Wimhurst. All in favour.

590.2 Clerk’s Salary – Cllr Davies proposed that the Clerk’s Salary be increased by 1 hour per week making a total of 7 hours per week with effect from 18th May 2015. Seconded by Cllr Bottom and all in favour.

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

590.4 The Welsh Language Scheme was reviewed and accepted unanimously.

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

590.6 Review of Financial Risk Assessment – Cllr Davies proposed that this be accepted and seconded by Cllr Wimhurst. All in favour.

590.7 Review of Asset Register – Cllr Davies proposed that this be accepted and seconded by Cllr Evans. All in favour.

590.8 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.

 The Annual Meeting closed at 8pm.

 **Date of next Annual Meeting: – 23rd May 2016**

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

Chair

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

Clerk to Cilgerran Community Council