CYNGOR CYMUNED CILGERRAN COMMUNITY COUNCIL

NOTICE OF THE ANNUAL GENERAL MEETING

AGENDA – MAY 2016

To Councillors:

You are hereby summoned to attend a meeting of the above Council to be held at the Village Hall on Monday 23rd May 2016 at 7.30pm.

The business to be transacted is as follows:

Present:

Apologies:

**1. Election of Chairman for 2016/2017**

**2. Election of Vice Chair for 2016/2017**

**3. Election for Internal Financial Auditor 2016/2017**

**4. Election of Financial Officer**

**5. To appoint representatives to outside bodies:**

5.1 Village Hall Committee.

5.2 Festive Committee.

**6. To receive pre-audited Accounts for 2015/2016. Balance Sheet for ye 31/3/2016.**

6.1 To approve Section 1 of the Annual Return.

**7. Annual Business**

7.1 Signatories on cheques.

7.2 Clerk’s Salary.

7.3 Review Fidelity Guarantee Insurance.

7.4 Review of The Welsh Language Scheme.

7.5 Review of The Freedom of Information Scheme.

7.6 Review of Financial Risk Assessment.

7.7 Review of Asset Register.

7.8 Review of Communication Strategy.

**8. Date of next Annual General Meeting.**

 The meeting will continue with matters as follows:

1. Minutes of Meeting held the 26th April 2016.

**2. Matters Arising.**

2.1 Defibrillator (261.1)

2.2 Parc Y Pwmp (261.2)

2.3 Parking Restrictions (261.4)

2.4 Bus Shelter at Penybryn (261.5)

2.5 Playground Inspection Report (261.6)

2.6 Parc Y Dre – Clearing of overgrowth.

2.7 Senior Football Club Showers.

2.8 Village Hall

**3. Correspondence.**

 **Information.**

3.1 Pembrokeshire Local Development Plan & Pembs. Coast National Park Local Development Plan: Joint Supplementary Planning Guidance on Planning Obligations Consultation will run from 11th May to 6th July 2016.See website at [www.pembrokeshire.gov.uk](http://www.pembrokeshire.gov.uk) or [www.pcnpa.org.uk](http://www.pcnpa.org.uk)

**4. Development Control.**

 **Planning Applications:**

4.1 12, Maes Yr Orsaf, Cilgerran – Tree near front of house to be removed – 15/1252/TF – Permission has been granted.

4.2 Castle Kitchen, High Street, Cilgerran – Change of use from ground floor restaurant to private dwelling – 16/0046/PA

**5. Finance**

 Balance at close of meeting 26/4/2016 Current Account £97.23

 Reserve Account £8,287.61

 Total £8,384.84

**Payments**

5.1 Valeria Varney (Apr Salary) £279.28

5.2 Valeria Varney (Expenses) £70.48

5.3 HMRC – PAYE Tax (March) £2.40

5.4 AED Defib Cabinet £485.85

 Total Payments Due £838.01

**Income**

5.5 Bank Interest £0.30

5.6 Pembs C/C (Precept) £4,400.00

 Total Income £4,400.30

5.7 Balance transfer made from Reserve to Current Account for £1000

 Balance at close of meeting 23/5/2016 Current Account £4,659.22

 Reserve Account £7,287.91

Total £11,947.13

**Payments Due**

V Varney (May Salary) £279.28

V Varney(Refund Tax) £31.20

St Llawddog – Burial Fund £100.00

Village Hall Rent £107.00

 Total Payments Due £517.48

**6. County Councillor’s Report**

**7. Any Other Business.**

Date of next meeting: 27th June 2016

Signed \_\_\_\_Valeria Varney\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Valeria Varney

Clerk to Cilgerran Community Council