

CYNGOR CYMUNED GORS-LAS COMMUNITY COUNCIL

Minutes of the Annual Meeting of Gors-las Community Council

held at Hebron Vestry, Drefach, on Monday, 15th May, 2023, at 19.00 hrs.

1.0 Agenda Item 1: To Elect a Chair for the 2023/24 Municipal Year.

- It was proposed and seconded that Cllr Simon Martin be elected as Chair for the 2023/24 municipal year.
- Resolved: Unanimously agreed that Cllr Simon Martin be elected to the position.

2.0 Agenda Item 2: Chair's Declaration Acceptance of Office.

- Cllr Martin thanked members for the honour of being elected Chair of the Council and duly signed the declaration of acceptance of office witnessed by members and the Proper Officer.
- **Resolved to:** Note and record.

3.0 Agenda Item 3: Elect a Vice Chair for the 2023/24 Municipal Year.

- It was proposed and seconded that Cllr Nick Beckett be elected as Vice Chair of the Council for the Municipal Year 2023/24.
- **Resolved:** It was unanimously agreed that Cllr Nick Beckett be elected to the position.

4.0 Agenda Item 4: Vice Chair's Declaration Acceptance of Office.

- Cllr Beckett thanked members for being elected Vice Chair of the Council and duly signed, the declaration of acceptance of office witnessed by the Clerk.
- **Resolved to:** Note and record.

5.0 Agenda Item 5: Record of those Present/Apologies

- Councillors: Simon Martin (Chair), Nick Beckett (Vice Chair), Chris Wilkins, Clive Green, Tina Butler, Kevin Jones, Nia Lewis, Linda Williams, Elinor Goldsmith, and Melody Goronw.
- Others: Llew Thomas, Clerk to the Council.
- Apologies for absence: Cllrs Clive Douch, Andrew King and Roy James.
- **Resolved to:** Accept the reason for absence by members.

6.0 Agenda Item 6 Report 2022/23 from the past Chair.

- Cllr Nia Lewis provided an overview for members of the year which had passed.
- Notably it had been a year of change. It was the first year of the new Council following the May, 2022, elections which had seen nearly half of the previous membership retire and pleasingly new members stepping up to fill those vacancies and take the Council forward.
- Members had however been saddened by the sudden and unexpected passing of their colleague Cllr Gareth Jones in March. It was a great loss to the Council and he would be greatly missed for his contribution and friendship.
- It had been the first year, following the lifting of COVID restrictions when it had been possible to hold physical meetings of the Council. It had been welcomed by very many members and had allowed the first ever hand over meeting to be held of the previous members to the new Councillors.

- Thanks were therefore due to the officials of Capel Seion for allowing the Council to meet at Hebron Vestry, to Gary Evans, Clerk of Llanarthne Community Council for facilitating zoom meetings, and also to Hefin Jones for the provision of translation services at meetings.
- Continuing with the theme of change one of the highlights of the year, as Chair, was the opening of the new school Gorslas Primary School within the grounds of Gorslas Park.
- There had been significant investment in the parks with CCTV equipment being provided and new play equipment installed at Cefneithin and Gorslas Parks. Contracts had also been signed for new play equipment at Drefach Park which would be installed within the month.
- There had also been several opportunities during the year to meet with residents and help them with issues of concern to them.
- In closing the Chair wished to thank fellow Councillors for the support which they had provided to her during the year and for the work which they had undertaken on behalf of their communities. She congratulated Councillor Martin on being appointed Chair of the Council and wished him every success during his term of office.
- **Resolved to:** Receive and note the information provided and thank Cllr Lewis most sincerely for the work she had undertaken during her year in office.

7.0 Agenda Item 7: Opportunity for the Public to address the Council.

- No requests had been received from members of the public to speak at the meeting.
- **Resolved to:** Note and record.

8.0 Agenda Item 8: Consider the Co-option of Additional Members.

- Members were advised that, following the sudden passing of Cllr Gareth Jones and the retirement of Cllr Wyn Edwards there was a need to fill the two vacancies.
- The County Council had been advised of the vacancies and notices advising the public of the vacancies had been posted by the Clerk.
- Accordingly should 10, or more, electors advise the County Council by 19.05.23 that they required an election to fill the vacancies then one would have to be held.
- Should the threshold not be reached by the date stated then the Community Council can proceed to co-opt suitable individuals onto the Council.
- **Resolved that:**
 - (i) Should the requirement for an election not be met the Clerk publishes notices inviting interested parties to contact the Council for an information pack and an application form.
 - (ii) The matter be placed on the agenda for consideration at the June meeting.

9.0 Agenda Item No 9: Sub Committee and Working Group for 2023/24 Municipal Year.

- Discussion took place on the establishment of a Sub Committee and Working Groups to assist the Council in its work.
- **Resolved that:**
 - (i) A Sub Committee be established to undertake tasks delegated by the Council and which involve making decisions on behalf of the Council.
 - (ii) Sub Committee Membership: Core Members, with voting rights, the Chair and Vice Chair of the Council, and the Immediate Past Chair. Observers without voting rights, Cllrs Chris Wilkins (Cefneithin Ward) Andrew King (Gorslas Ward) and Kevin Jones (Drefach Ward).

- (iii) A Working Group to be established to undertake tasks delegated to it by the Council and which do not involve making decisions on behalf of the Council.
- (iv) Working Group Membership: Core Members, with voting rights, the Chair and Vice Chair of the Council, and the Immediate Past Chair. Observers, without voting rights, Cllrs Chris Wilkins (Cefneithin Ward) Andrew King (Gorslas Ward) and Kevin Jones (Drefach Ward).

10.0 Agenda Item No 10: External Body Representatives

- Discussion and consideration was given to the appointment of representatives to external bodies
- **Resolved:** To appoint the members to represent the Council on external bodies as detailed in the table below:

Organisation	Nominated Councillor Representative
One Voice Wales	<ul style="list-style-type: none"> • Nominally Cllr Roy James
School Governing Bodies	<ul style="list-style-type: none"> • Cefneithin C.P. Cllr Roy James • Drefach/Cross Hands Federation: Cllr Nia Lewis • Gorslas C.P : Cllr Elinor Goldsmith
Torcoed Quarry Liaison Group	<ul style="list-style-type: none"> • Cllr Kevin Jones
Cross Hands Public Hall and Cinema	<ul style="list-style-type: none"> • Cllr Clive Green • Cllr Melody Gronow.
County Council Liaison Forum	<ul style="list-style-type: none"> • Cllr Kevin Jones • Cllr Chris Wilkins.

11.0 Agenda Item No 11: Independent Internal Auditor.

- As part of the annual Audit process the Council is required to appoint a suitably qualified and experienced Independent Internal Auditor to examine and comment on matters of financial control and Governance for the audit of the 2023/24 financial year.
- The Council must consider the comments of the Independent Auditor prior to submitting the Annual return to Audit Wales.
- The Council, along with many others, have used the services of V. L. Llewellyn Auditor.
- **Resolved:** V. L. Llewellyn be engaged as the Independent Auditor for the 23/24 financial year.

12.0 Agenda Item No 12: Appoint Financial Examiner.

- As part of the financial assurance measures Councils should appoint a Councillor to undertake a regular review of the Council’s finances during the year.
- The task was undertaken by Cllr Chris Wilkins for the 2022/23 financial year.
- **Resolved:**
 - (i) To thank Cllr Wilkins for his work in reviewing the 2022/23 financial year.
 - (ii) To appoint Cllr Wilkins to the role for the review of the 2023/24 financial year.

13.0 Agenda Item 13 Members Attendance 2022/23

- Members considered and reviewed the attendance figures for members at full meetings of the Council for the previous municipal year.

Ward	Surname	First Name	Possible Attendance	Meetings Attended	% Attendance
Cefneithin	Douch*	Clive	14	5	36

Chair: _____ Date:.....

	James	Roy	14	6	43
	Jones	Gareth	13	9	69
	Martin	Simon	14	14	100
	Wilkins	Chris	14	13	93
Drefach	Butler*	Tina	14	7	50
	Edwards	Wyn	12	12	100
	Green	Clive	14	11	79
	Jones	Kevin	14	12	86
	Lewis	Nia	14	13	93
Gorslas	Beckett	Nick	14	12	86
	Goldsmith	Elinor	12	7	58
	Goronow	Melody	12	9	75
	King	Andrew	14	12	86
	Williams	Linda	12	10	83

* Period of prolonged absence approved by Council

- **Resolved:** To receive and note the information provided.

14.0 Agenda Item 14: Register of Members Interests.

- The Council is required to keep and maintain a register of members interests. Members have a legal duty to advise the Clerk of an change of interests within 28 days.
- A copy of the current registered interest for each Councillor had been provided with these papers which members were asked to check and notify the Clerk of any changes.
- A number of members returned the forms detailing the information held on the register to the Clerk at the meeting.
- **Resolved that:** Members who had not already done so forward the form to the Clerk by the June meeting of the Council.

15.0 Agenda Item 15: Date of Meetings for the forthcoming Year.

- Discussion took place in relation to determining the dates, and location, of meetings for the coming municipal year.
- **Resolved:**
 - (i) That the meetings for the forthcoming year would be held on the following dates and at the location stipulated. Meetings to commence at 7.00pm
 - (ii) Any changes to the arrangements detailed below be published on the Council's website and at the appropriate noticeboards in accordance with the requirements for convening meetings.

Date	Venue
12.06.23	Hebron Vestry Drefach
10.07.23	Hebron Vestry Drefach
11.09.23	Hebron Vestry Drefach
09 10.23	Hebron Vestry Drefach

Chair: _____ Date:.....

13 11 23	Hebron Vestry Drefach
11 12 23	Hebron Vestry Drefach
08.01.24	Hebron Vestry Drefach
12.02.24	Hebron Vestry Drefach
11 03 24	Hebron Vestry Drefach
08.04.24	Hebron Vestry Drefach
13.05.24	Annual Meeting Hebron Vestry Drefach
13.05.24	Ordinary Monthly Meeting Hebron Vestry Drefach

16.0 Agenda Item No 16 Annual Report.

- The Council is required by law to produce a report reviewing performance for the past year and its priorities for the forthcoming year.
- **Resolved that:** Members consider the matter at ward meetings and provide suggestion for inclusion on the 2023/24 priorities for discussion at the June meeting.

17.0 Agenda Item No 17 Risk Assessment 2023/24.

- Members considered the business risk assessment which had been prepared by the Clerk and distributed as part of the papers for the meeting.
- **Resolved to:**
 - (i) To receive, note and approve the assessment
 - (ii) Keep the assessment under review.

18.0 Agenda Item 18 Asset Register 2023/24

- There is a requirement for the Council to hold and maintain a register of its assets.
- A summary copy of the register was provided to members as part of the papers for the meeting.
- The register will be updated throughout the year to account for disposals and acquisitions.
- **Resolved to:** Receive, note, and keep under review.

19.0 Agenda Item No 19 Standing Orders.

- Revised model Standing Orders were expected shortly from One Voice Wales. .
- **Resolved to:** Defer consideration until the revised model standing orders had been received.

20.0 Agenda Item No 20: Financial Regulations.

- The current regulations need revision and updating
- **Resolved to: Consider at future meeting together with the new model standing orders.**

21.0 Agenda Item No 21: External Audit Return 2022/23.

- Members were required to consider any comments or observations made by the External Auditor in relation to the previous financial year prior to considering the 2022/23 financial year return.
- Accordingly a copy of the Return for the year 2021/22, which had recently been returned by the external auditor and which included details of the auditor's comments had been provided to members as part of the documentation for the meeting.

- Copies of the return had also been provided on the Council’s website and on noticeboards together with the appropriate notices.
- The audit has been approved without qualification. There are no Governance or financial matters noted as requiring attention.
- **Resolved to:**
 - (i) Formally note that members had considered and taken account of the auditors’ comments on the 2021/22 Annual Return.
 - (ii) Note that the requirements in relation to the publication of the return had been undertaken.

22.0 Close of Business

- There being no further items of business for discussion the Chair thanked members for their attendance and input and declared the meeting closed at 19:40hrs.