

# CYNGOR CYMUNED GORS-LAS COMMUNITY COUNCIL

## Minutes of the Annual Meeting of the Gors-las Community Council

held at Hebron Vestry, Drefach on 13<sup>th</sup> May 2024, at 19:00hrs.

### 1.0 General.

- Cllr Martin welcomed everyone and declared the meeting open at 19:00hrs.
- Resolved: To proceed with the order of business.

### 2.0 Agenda Item No 1: To Elect a Chairman for the Municipal Year 2024/25

- It was proposed and seconded that Cllr. Nick Beckett be appointed as Chairman of the Council, for the 2024/25 municipal year.
- **Resolved:** Agreed unanimously that Cllr Nick Beckett be appointed to the position.

### 3.0 Agenda Item No 2: Declaration of Acceptance of Office by the Chairman.

- Cllr Beckett thanked members and stated that he considered it an honour to be appointed to the position.
- The formal declaration of acceptance of office was duly signed in the presence of, and witnessed by, the Proper Officer to the Council.
- **Resolved:** That the proceedings be duly noted and recorded.

### 4.0 Agenda Item No 3: To Elect a Vice Chair for the Municipal Year 2024/25

- It was proposed and seconded that Cllr Kevin Jones be appointed as Vice Chair to the Council for the Municipal Year 2024/25.
- **Resolved:** Agreed unanimously that Cllr Kevin Jones be appointed to the position

### 5.0 Agenda Item No 4: Declaration of Acceptance of Office by the Vice Chair.

- Cllr Kevin Jones thanked members for the appointment.
- The formal declaration of acceptance of office was duly signed in the presence of, and witnessed by, the Proper Officer to the Council

### 6.0 Agenda Item No 5 Record of those Present/Apologies

- Cllrs: Simon Martin, N Beckett, (Chairman) Nia Lewis, Kevin Jones, (Vice Chair), Chris Wilkins, Catrina Williams, Clive Douch, Melody Gronow, Elinor Goldsmith, Andrew King, Linda Williams, and Clive Green.
- Others: County Cllr Darren Price, two members of the public, Hefin Jones, Translator, Llew Thomas, Clerk to the Council.
- Apologies for absence: Cllr Tina Butler.
- **Resolved:** To note, record and accept the reason given for absence.

### 7.0 Agenda Item No 6: Annual Report Past Chair

- Cllr Simon Martin provided an overview of his year in office. It had resulted in the completion of a major investment in new play equipment at Drefach Park, the opening of the MUGA facility at Gorslas school, and a joint initiative with Cefneithin school for pupils to design signs aimed at reducing the incidents of dog fouling in the park. Notable also was the advertising and interviewing of candidates for a Clerk/RFO.
- Cllr Martin expressed his gratitude to his fellow members and the Clerk for their kind support during his year in office and concluded by conveying his best wishes to Cllr Beckett for the coming year.

- **Resolved:** To receive and note the information provided and record the Council’s appreciation of the work undertaken by Cllr Martin during his year in office.

**8.0 Agenda Item No 7: Opportunity for the Public to Address the Council.**

- There were no items for discussion by members of the public under this agenda item.
- **Resolved:** To receive, note and record the position.

**9.0 Agenda Item No 8: Co Option of Members to the Community Council.**

- There were currently two vacancies for Councillor representatives. One for the Cefneithin Ward and the other for the Drefach Ward.
- **Resolved:** That members continue to seek to recruit individuals to fill the positions.

**10.0 Agenda Item No 9: Sub Committee and Working Group Municipal Year 24/25.**

- Discussion took place in relation to the merits and de-merits of different structures and arrangements in assisting the Council to undertake its work effectively and efficiently.
- **Resolved that.**
  - (i) A Sub Committee be established to undertake specific tasks delegated to it by the Council. Core membership, Chair and Vice Chair of the Council together with the immediate past Chair of Council each with voting rights. Observers, without voting rights, Cllrs Andrew King, Nia Lewis, and Chris Wilkins.
  - (ii) A Working Group be established to undertake tasks or research as specified by the Council. Core membership, Chair and Vice Chair of the Council and immediate past Chair of Council each with equal voting rights. Observers, without voting rights, Cllrs Andrew King, Nia Lewis, and Chris Wilkins.
  - (iii) To seek the views of Gorslas school regarding the possibility of including the Community Council representative on the Governing Body in any discussion relating to a Community Use agreement.

**11.0 Agenda Item No 10: Appoint Representatives to External Bodies Municipal Year 2024/25**

- Following discussion the following nominations were proposed:

<b>Organisation</b>	<b>Nominated Representative</b>
One Voice Wales	<ul style="list-style-type: none"> <li>• Cllr Chris Wilkins</li> </ul>
School Governing Bodies	<ul style="list-style-type: none"> <li>• Cllr Clive Douch Ysgol Cefneithin.</li> <li>• Cllr N Lewis: Drefach/ Cross Hands Federation</li> </ul>
Torcoed Quarry Liaison Group	<ul style="list-style-type: none"> <li>• Cllr Kevin Jones</li> </ul>
Cross Hands Public Hall and Cinema	<ul style="list-style-type: none"> <li>• Cllr Clive Green</li> <li>• Cllr Melody Gronow</li> </ul>
County Council Liaison Forum	<ul style="list-style-type: none"> <li>• Cllr Kevin Jones</li> </ul>

- **Resolved:** That the nominations be accepted, and the individuals be appointed as representatives of the Community Council to the respective organisations as detailed above.

**12.0 Agenda Item No 11: Appointment of Independent Internal Auditor 2024/25 Financial Year.**

- 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 2024/25 financial year.

- The Council is required to consider any comments the Independent Auditor makes prior to submitting the Annual Return to Audit Wales for the year of the audit.
- **Resolved that:** That V.L Llewellyn be engaged as the Independent Auditor for the financial 24/25.

### 13.0 Agenda Item No 12: Appoint Financial Examiner for the 2024/25 Financial Year.

- As part of the assurance measures which Councils are required to follow a Councillor should be appointed to review the financial arrangements of the Council part way through the financial year.
- **Resolved that:** Cllr Chris Wilkins be appointed as the Council's Financial Examiner for the 2024/25 financial year.

### 14.0 Agenda Item 13 Members Attendance Municipal Year 2023/24

- The following details were provided in relation to the attendance of members for the municipal year i.e. from 01.05 23 to 31.04.24.

Ward	Surname	First Name	Qualifying Meetings	Meetings Attended	% Attendance
<b>Cefneithin</b>	Martin	Simon	15	14	93
	Douch	Clive	15	10	67
	*James	Roy	10	2	20
	**Williams	Catrina	7	5	71
	Wilkins	Chris	15	14	93
<b>Drefach</b>	Butler	Tina	15	9	60
	Green	Clive	15	11	73
	*Edwards	Wyn	3	3	100
	Jones	Kevin	15	13	87
	Lewis	Nia	15	13	87
<b>Gorslas</b>	Beckett	Nicholas	15	13	87
	Goldsmith	Elinor	15	14	93
	Goronow	Melody	15	15	100
	King	Andrew	15	12	80
	Williams	Linda	15	10	67

\* N.B. Retired from Council part way through year. Figures adjusted accordingly.

\*\* N.B. Joined the Council part way through the year. Figures adjusted accordingly.

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

### 15.0 Agenda Item 14: Register of Members Interests.

- There is a legal requirement for the Council to keep and maintain a register of members interests.
- Cllrs are required by legislation to provide any details of changes to the Clerk within 28 days.
- Each member had been provided with a schedule of the information currently recorded in the register against their name which they were asked to check and advise the Clerk of any changes no later than the June meeting of the Council.
- **Resolved:** To receive and note the information provided.

**16.0 Agenda Item 15: Date of Monthly Meetings for the forthcoming Year.**

Date	Venue
10.06.24	T.B.D.
08.07.24	T.B.D.
09.09.24	T.B.D.
14 10.24	T.B.D.
11 11 24	T.B.D.
09 12 24	T.B.D.
13.01.25	T.B.D.
10.02.25	T.B.D.
10 03 25	T.B.D.
14.04.25	T.B.D.
12.05.25	Annual Meeting – T.B.D.
12.05.25	Ordinary Monthly Meeting: T.B.D

\*Please note: All meetings commence at 7.00p.m. The Agenda for meetings, which details the time, venue, and items to be discussed are published on the Council’s website and in noticeboards.

- **Resolved that:** The proposed dates be adopted noting that details of venues and any additional meetings or change in dates will be posted on the Council’s website and noticeboards.

**17.0 Agenda Item No 16 Annual Report.**

**17.1 Review Annual Report 2023/24**

- Members reviewed and considered the progress made in reaching the objectives set for the year.
- **Resolved to.** Receive and note the information provided.

**17.2 Annual Report Priorities 2024/25.**

- Consideration was given to the priorities and objectives set for the 2024/25 year.
- **Resolved to:** Retain the objectives as set and to review progress periodically as necessary.

**18.0 Agenda Item No 17 Risk Assessment 2024 25**

- Members considered and reviewed the updated risk assessment schedule for the Council.
- **Resolved to:** Receive, note, and keep under review.

**19.0 Agenda Item 18 Asset Register 2024/25**

- The schedule of assets had been updated to reflect purchases and disposals during the year.
- **Resolved that:** The schedule be accepted and kept under review during the year.

**20.0 Agenda Item No 19 Standing Orders.**

- A copy of the current Model Standing Orders 2023 was provided to members for consideration.
- **Resolved that:** The Working Group assess the model standing Orders against the current orders and the new Financial Regulations which were expected mid-May and bring recommendations to Council.

### 21.0 Agenda Item No 20: Financial Regulations.

- It was recognised that the current regulations need of revision and updating in parts. It was also noted that new Model Regulations were expected mid-May.
- **Resolved that:** The Working Group assess the new financial regulations against the current model and the model standing orders and bring recommendations to Council.

### 22.0 Agenda Item No 21: Finance.

#### 22.1 End of Year Summary 2023 – 24.

- An end of year summary statement was provided for members in relation to the overall level of income and expenditure against budget for the year together with details of performance against individual service budgets for the year.
- Details were also provided in relation to the level of reserves at the beginning and end of the financial year. Cllr Chris Wilkins requested further information in relation to the statement.
- **Resolved:**
  - (i) To receive and note the information provided.
  - (ii) That the Clerk and Cllr Wilkins meet to discuss the item where further information was needed.

#### 22.2 Annual Return 2023/24.

- The Annual Return, together with supporting documentation, had been provided to the Independent External Auditor to facilitate the annual audit. The item will be reported on at the June meeting.
- The Council is awaiting the outcome of the 2022/23 audit from Audit Wales and until such time as that is concluded there is a possibility that there could be changes required to the 23/24 return.
- **Resolved to:** Receive and note the information provided.

#### 22.3 Annual Regular Payment Schedule 2024-25

- A schedule of regular payments was provided for members.
- **Resolved to:** Receive, note, and approve the schedule provided subject to any in year revision.

### 23.0 Close of Business.

- There being no further business to transact the Chair declared the meeting closed at 19:25hrs.