

MAGOR WITH UNDY COMMUNITY COUNCIL
CYNGOR CYMUNED MAGWYR A GWYNDY

Minutes of Annual Meeting of Magor with Undy Community Council held at 7pm on Monday 14th May 2018 at Ebenezer Baptist Church School Room

Present: Cllr D James (Chair)	Cllr G Cook
Cllr A Boyland (Vice Chair)	Cllr J Crook
Cllr N Baicher	Cllr R Montgomery
Cllr S Bailey	Cllr K Plow
Cllr M Boyland	Cllr S Raggett

Min [In Attendance: A Sandiford]
2018.19

001 Chair's Announcements

The Chair made the following announcements:

- 72 voluntary hours undertaken
- Update on clerk's absence
- Appreciation to AS for her continued flexible support to cover meetings
- MUCC Ordinary Meeting on 24th May will be preceded by a presentation from MAGOR Rail at 6.30pm

002 Apologies

Apologies were received and accepted from Cllrs J Barrell, S Franklin and E-J Taylor

003 Election of Chairperson

003.1 To Elect a Chairperson For The Year 2018/19

Cllr D James requested council nominate and elect a chair for 2018/2019.

Cllr Mike Boyland nominated Cllr Donna James to the office of Chair. Cllr Keith Plow seconded the nomination and Cllr Donna James was duly elected to the office of Chair for the year 2018/2019.

003.2 Chairperson to sign Declaration of Acceptance of Office.

Cllr James signed the Declaration of Acceptance of Office which was witnessed and signed by the Admin Assistant.

004 Election of Vice Chairperson

004.1 To Elect a Vice Chairperson for the year 2018/19.

The Chair requested nominations for the office of Vice Chair for 2018/2019.

Cllr Donna James nominated Cllr Andrea Boyland to the office of Vice Chair. Cllr Rhianne Montgomery seconded the nomination and Cllr Andrea Boyland was duly elected to the office of Vice Chair for the year 2018/2019.

The Chair and members expressed sincere thanks to Cllr Sally Bailey for her efforts as Vice Chair over the past years.

005 Declarations of Interest - None

006 Chair's Report

To receive and note the Chair's Report for 2017/18 (attached)

Noted

007 Members Motion

To receive a motion from Cllr James, that "The members of the Council's various Committees, Working and Focus Groups, that operate to ensure the Council delivers on Governance and Accountability in the respect of the day to day running of the Community Council and the delivery of projects in line with the Community Council's Mission Statement, be re-elected en-bloc".

The above motion was seconded by Cllr M Boyland and subsequently agreed by council.

008 Membership on Committees, Working Groups & Outside Bodies

008.1 To review and nominate Members to various Community Council Committees, Working & Focus Groups & appoint Members to represent the Community Council on Outside Bodies and Organisations.

The Chair clarified the committees and focus groups of the council.

Resolved: To implement Min 007 above to re-elect members en-bloc to committees, working groups and outside bodies – *See Appendix A*

In the absence of members it was agreed to defer all vacancies to the next Ordinary Meeting of the council.

008.2 To note Urgent Decision Committee formulated 12.4.18

Noted

009 Finance

009.1 To note in the absence of the Clerk no End of Year Accounts available for 2017/2018

Noted

009.2 To note Annual Return 2017/2018 due for completion

The Chair stated she had sought advice from One Voice Wales (OVW) in this matter and it was noted that the Annual Return required completing by 30th June 2018. The chair advised that the internal audit had been arranged for 16th May 2018.

A discussion ensued and it was recognised that accountant/professional fees would be incurred and it was agreed to take these from the council's Reserves Fund.

Resolved: To seek recommendation from OVW on the appointment of a professional person to complete the Annual Return on behalf of the council and for all fees incurred to be taken from council's Reserves Fund.

010 Annual Investment Strategy

010.1 To note in the absence of the Clerk no Annual Investment Strategy available for year 2018/2019

Resolved: To defer the Annual Investment Strategy pending the return of the clerk.

011 Insurance Renewal

To note renewal of council's insurance due 1.6.18. MUCC entered into a five year agreement in 2017 which will expire on 1st June 2022. The insurance premium for the forthcoming year will be £2,009.22 under the existing agreement terms.

A discussion ensued regarding the level of council's insurance and it was considered a more comprehensive level of cover would be better suited to council. It was noted that council had entered into a five year agreement in 2017 and it was requested if this could be reviewed.

Resolved: For Cllr D James to carry out enquiries with a view to the possible cancellation of the current insurance and implementation of a more comprehensive level of cover for council.

012 Date of Next Meeting

MUCC Ordinary Meeting, 7pm on Thursday 24th May 2018 at Magor Baptist Church, Schoolroom - *Please note a presentation/update from Magor Action Group on Rail (MAGOR) will precede the meeting commencing at 6.30pm.*

Noted

The meeting closed at 7.23pm

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Chair/Vice Chair