

LLANVACHES
COMMUNITY COUNCIL
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10th July 2019

Dear Councillor

You are hereby summoned to attend the **Ordinary** Meeting of Llanvaches Community Council to be held in the Church Hall, Llanvaches on **Tuesday, 16th July 2019 at 7.00pm**, for the purpose of transacting the following business.

Yours faithfully

Lucy Allen

Clerk to Llanvaches Community Council

AGENDA

3190 APOLOGIES FOR ABSENCE

3192 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

3193 MINUTES

To approve the minutes of the ordinary meeting of Council on Tuesday, 18th June 2019.

3194 MATTERS ARISING FROM MINUTES

To report matters arising from the minutes of the ordinary Meeting on Tuesday, 18th June 2019 not on the agenda, *for information only*.

3195 FINANCIAL MATTERS

a. Internal Audit 2018/2019

To consider the report from the Internal Auditor in respect of the Council's accounts for the year ending 31st March 2019.

b. Payment of Accounts

To confirm payments made and payments due.

c. Cash Book and Bank Reconciliation

To approve the cash book and bank reconciliation for June 2019.

d. 1st Quarter Budget Monitoring Report

To consider the 1st quarter budget report to end of June 2019.

3196 COUNCIL MANAGEMENT MATTERS

a. Corporate Governance - Review on Internal Control Procedures

As part of the Corporate Governance arrangements Council is required to review the effectiveness of its system of internal control (*what the council does*).

There is a joint responsibility between Members and the RFO to ensure an adequate system of internal control exists and Members are asked to consider the report, circulated with the agenda, and to determine whether the controls exercised by Llanvaches Community Council were:

1. operated during the year;
2. relevant and appropriate for the council, and
3. are not too onerous or disproportionate.

(Example controls identified in "Governance and accountability for local councils in Wales 2011).

b. Corporate Governance - Review of Effectiveness of Internal Audit 2018/2019

Regulation 4 of the Accounts and Audit (Wales) Regulations 2014 requires councils to carry out an annual review of the effectiveness of the system of internal audit (*a check that the arrangements are fit for purpose and are doing what they are supposed to be doing*).

As part of this review local councils should, at least annually, carry out a review of internal audit.

Members are asked to consider the report, circulated with the agenda, and to determine:

1. The scope of the internal audit;
2. Independence;
3. Competence;
4. Relationships;
5. Audit planning and reporting.

c. Outstanding queries for action from previous meetings

To receive and consider the list of outstanding queries awaiting completion following Community Council meetings.

3197 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report

To receive the fortnightly inspection report.

b. Glebelands Field

To note correspondence received from the agenda acting on behalf of the Church in Wales regarding the new boundary fence in the football field.

3198 PUBLIC PARTICIPATION

Members of the public are invited to address the Community Council for a maximum of 15 minutes and may ask one question plus a related supplementary question.

3199 MATTERS OF LOCAL INTEREST OR CONCERN

3200 CORRESPONDENCE LIST

To receive and consider correspondence set out in the schedule emailed to members prior to the meeting.

3201 PLANNING MATTERS

a) To consider the following planning application:

Planning Application: 19/0683
Type: Full
Address: Huntshill Boarding Kennels And Cattery, Pen-y-worlod Road, Newport, NP26 3BA
Proposal: TWO STOREY REAR EXTENSION AND ALTERATIONS

b) To note the following planning decisions:

Planning Application: 19/0564
Type: Full
Address: IONA, PEN-Y-WORLOD ROAD, CALDICOT, NP26 3BA
Proposal: ERECTION OF CONSERVATORY TO SIDE OF PROPERTY

DECISION: GRANTED WITH CONDITIONS

3202 FURTHER COMMENTS FOR FUTURE CONSIDERATION

3203 DATE OF NEXT MEETING

To confirm that the Annual meeting of Llanvaches Community Council will take place on Tuesday, 17th September 2019 at 7.00pm in the Church Hall, Llanvaches.