

**LLANVACHES
COMMUNITY COUNCIL**

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15th May 2019

Dear Councillor

You are hereby summoned to attend the **Annual Meeting** of Llanvaches Community Council to be held in the Church Hall, Llanvaches on **Tuesday, 21st May 2019 at 7.00pm**, for the purpose of transacting the following business.

Yours faithfully

Lucy Allen

Clerk to Llanvaches Community Council

AGENDA

- 3158 ELECTION OF CHAIRMAN**
To elect a Chairman for the year 2019/2020.
- 3159 INSTALLATION OF CHAIRMAN**
To receive the Chairman's Declaration of Acceptance of Office.
- 3160 APOLOGIES FOR ABSENCE**
- 3161 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**
- 3162 MINUTES**
To approve the minutes of the ordinary meeting of Council on Tuesday, 16th April 2019.
- 3163 MATTERS ARISING FROM MINUTES**
To report matters arising from the minutes of the ordinary Meeting on Tuesday, 16th April 2019 not on the agenda, *for information only*.
- 3164 STANDING ORDERS**
To review the Community Councils Standing Orders. (*Last reviewed 15th May 2018*)
- 3165 FINANCIAL REGULATIONS**
To review the Community Councils Financial Regulations. (*Last reviewed 15th May 2018*)
- 3166 SCHEDULE OF MEETINGS**
To note the schedule of meetings for the year 2019/2020.
- 3167 ANNUAL RISK ASSESSMENT**
To consider the annual risk assessment prepared by the Clerk.
- 3168 FINANCIAL MATTERS**
a. Payment of Accounts – To confirm payments made and payments due.

- b. Cash Book and Bank Reconciliation** – To approve the cash book and bank reconciliation for April 2019.
- c. Internal Auditor** - To agree the appointment of Ms S Bushell to carry out the internal audit of Llanvaches Community Council for the financial year 2018/19 at a cost of £130.00.
- d. Independent Remuneration Panel for Wales – Determination in respect of Remuneration of Community and Town Councillors.**

To note the determination of the Independent Remuneration Panel for Wales in respect of remuneration of Community and Town Councillors.

Determination (40) All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

There is no need to make a claim for the allowance as it will be automatically paid unless you choose to opt out of receiving the payment. Receipts are not required for these payments. Forms, should members wish to opt out, will be available for completion at the meeting.

Determination (46) – All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

and to consider whether to implement the following:-

Determination (42): Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination (43) Payment to members in respect of travel costs for attending approved duties outside the area of the council at either actual costs of travel by public transport or the HMRC mileage allowance.

Determination (44) Reimbursement of subsistence expenses for members attending approved duties of the council which includes an overnight stay at the maximum rates identified on the basis of receipted claims.

Determination (45) Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:

Up to £54.00 for each period not exceeding 4 hours

Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours

Determination (47) Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

For information:

- *each determination requires a formal decision;*
- *a Council can adopt any or all of the non-mandated determinations but if it does make such a decision, it must apply to all its members;*

- *any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the Proper Officers of the council;*
- *There is a requirement on Community and Town Councils to publish details of all payments made in individuals in an annual Statement of Payments. This information must be published on council noticeboards and/or websites.*
- *It is a matter for each council to decide:
when the payment is actually made to the member;
how many payments the total amount payable is broken down into;
whether and how to recover any payments made to a member who leaves their role during the financial year.*
- *Payments in respect of Determinations 43, 44, 45 and 46 are payable when the activity they relate to has taken place.*

e. One Voice Wales

To further consider the renewal of the membership to One Voice Wales 2018-2019 at an annual cost of £54.00 (LGA 1972, s111).

3169 COUNCIL MANAGEMENT MATTERS

a. Asset Register

To consider the asset register detailing all physical assets owned by the Community Council.

3170 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report – To receive the fortnightly inspection report.

3171 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.

3172 MATTERS OF LOCAL INTEREST OR CONCERN

a. Welcome signage in the village

To consider correspondence received from a resident regarding the installation of Welcome signs near the village and a reduction in the speed from the national speed limit.

3173 CORRESPONDENCE LIST

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

3174 PLANNING MATTERS

3175 FURTHER COMMENTS FOR FUTURE CONSIDERATION

3176 DATE OF NEXT MEETING

To confirm that the next ordinary meeting of Llanvaches Community Council will take place on Tuesday, 18th June 2019 at 7.00pm in the Church Hall, Llanvaches.