

CYNGOR CYMUNED HENLLANFALLTEG HENLLANFALLTEG COMMUNITY COUNCIL

A G E N D A

AGM and Ordinary Meeting of the Henllanfallteg Community Council (HCC) will be held on **Monday 21 May 2018** in the Millennium Hall, Llanfallteg commencing at **7.00 pm**

AGM AGENDA

1. **To appoint:**
 - a. **Chair**
 - b. **Vice Chair**
 - c. **Internal Auditor**
2. **To receive minutes of last AGM – 18 May 2017 - received as a true copy, signed and dated by Chair on 17 July 2017**
3. **Apologies for absence**
4. **Declarations of Interest**
5. **To receive Chairman's report 2017/18**
6. **To receive financial summary for 2017/18**
7. **To ratify nominations to Llanfallteg Memorial Playing Field Association (inform in writing)**
8. **To appoint a Representative from Henllanfallteg Community Council as a trustee of HCA (inform in writing)**

ORDINARY MEETING

1. **Apologies for absence**
2. **Declarations of Interest**
3. **Signing of Declaration of Acceptance of Office form**
4. **Receive Minutes dated 19 March 2018**
5. **Correspondence received:**
 - a. **CCC – Code of Conduct Training – Thursday 14 June 18. 6 – 8pm & Tuesday 26 June 18**

- 5b. Welsh Government – Strengthening Local Government – Delivering for People – (on-line response by 12 June 18)**
- **A potential policy to create larger, stronger local authorities and options for implementation**
 - **How to ensure elected members have the support and reward they need to undertake their roles effectively**
 - **What additional powers and flexibilities local government needs**
- c. Llanfallteg Memorial Playing Field – Clarification request for HCC Park Trustee**
- d. One Voice Wales – their response to Community & Town Council Review – info only**
- e. One Voice Wales - The General Data Protection Regulation (GDPR) comes into force 25 May 18 – requires all public authorities to appoint a Data Protection Officer (DPO). The new Data Protection Act (when passed) will define ‘public authority’, but it is likely to have the same definition that is in the Freedom of Information Act 2000 (FOIA) and therefore includes all councils**
- f. Welsh Government - Independent Remuneration Panel for Wales Annual Report February 2018 – Section 13 Payment to members of Community Councils – Letter fore going salary, allowance or fee, produced by Clerk to be signed by Councillors)**
- 6. Finance**
- a. Request for authorisation of payment & signatures:**
- i. Clerk’s salary & expenses**
 - ii. HCC insurance – Invoice from BHIB Insurance Brokers - £273.21**
 - iii. Recharge for Community Council elections held 2017 - £183.42**
 - iv. HCA – Hire of Millennium Hall - £52.50 (from Oct 17 up to and including 19 Mar 18 – 6 meetings)**
 - v. Llewelyn Davies internal auditor fee – invoice £95 + VAT 19 = £114.00**
- b. Precept payment - Remittance Advice - £1,166.66 received 26 Apr 18**
- c. NatWest summary of HCC Current account - £2,196.32**
- d. Annual Returns 2017/18 – form to be filled in/Chair’s and Clerk’s signature and date**
- e. Internal Auditors (Llewelyn Davies, Whitland) Report 2017/18 and Engagement letter**
- f. VAT 126 claim – changes made as from 01 Feb 18 – a new reference number has been given – Noted**
- g. Clerk’s revised Contract of Employment as at 01 April 2018**
- 7. Planning**
- a. REG Planning Appeals - W/36432 - Notification of Change of Appeal Procedure (emailed to all 29.03.18 for comments – none received)**

- 7b. Pembrokeshire County Council – Local Development Plan 2 – Call for Candidate Sites – 12 weeks to submit – closing date 14 June 18 – for info only (extension of time to 14 August 18 – email dated 02.05.18 refers)**
- 8. Matters b/f**
- a. Natural Resources Wales – report of pollution entering stream below Cilpost Farm**
 - b. CCC Enforcement Officer - Cilpost Farm – Use as a pig farm**
 - c. Re: Henllan Farm - Automated Response from Dyfed-Powys Police Office of the Police and Crime Commissioner**
 - d. CCC Enforcement Officer - W/ENF/08584 - Discharge of condition at Henllan Farm, Henllan Amgoed**
- 9. Rights of Way (ROW)**
- a. Public footpath diversion order – 10/1 The Plash Inn**
 - b. CCC Martin Murray Public ROW Officer – ROW initiative – emailed to all 18/5/18**
- 10. County Councillor’s Report**
- 11. Matters for discussion only**
- 12. Next meeting: Monday 16 July 2018**

Meeting closed: